

## Dry Drayton Parish Council

I hereby give notice that the Parish Council Meeting of Dry Drayton Parish Council will be held on Tuesday 6<sup>th</sup> July 2021 at 7.30pm, at the barn at Duck End Farm, Park Lane, Dry Drayton CB23 8DB

**Due to Covid-19 restrictions members of the public are requested to inform Sarah Etherington-Meech (Clerk to the Council) on [clerk@drydraytonpc.org.uk](mailto:clerk@drydraytonpc.org.uk) if they are planning to attend the meeting. Government advice on face masks and social distancing applies to this meeting, no chairs will be provided therefore, attendees will be responsible for their own seating. Please do not attend the meeting if you have any Covid-19 symptoms**

*The Public & Press are cordially invited to be present (except for any item on the agenda labelled confidential) but is not a public meeting. The order of business maybe varied at the Chairman's discretion.*

All members of the Council are hereby summoned to attend for the purpose of considering and resolving upon the business to be transacted at the meeting as set out below:

Signed: SE Needs Proper Officer/Parish Clerk

### Agenda

1. **To Accept Apologies for Absence**
2. **To Accept Parish Councillors Declarations of Interest for Matters on the Agenda**

Members of the Council are subject to the Relevant Authorities (Disclosable Pecuniary Interest) Regulations 2012 following adoption of the Code of Conduct. **ALL dispensations requests much be made to the Clerk prior to the meeting.**
3. **To Agree to hold a Public Forum**

Councillors with pecuniary interests must leave the room immediately prior to any discussion on a disclosed interest this could be during the public forum or elsewhere on the agenda. Councillors cannot remain in the room to hear the representations of others nor make any representation to the meeting. Please note: When the Council starts to discuss any item on the agenda, where a member has an interest, the member with that interest must have regard to the Code of Conduct and make the necessary disclosure (if not done in Item 2) and leave the meeting. At the close of this agenda item members of the public will no longer be permitted to address the Council.
4. **To consider application for one casual vacancy from Susan Vale**
5. **To Approve the Minutes of Meeting held on Tuesday 4<sup>th</sup> May 2021 & 1<sup>st</sup> June 2021**
6. **Matters Arising from the Minutes, Report of any actions and Resolutions from last meeting – See Appendix 1**
7. **Chairman's Report**
8. **To Accept a Report from County and District Councillors**
  - a. Cllr Edna Murphy (County Councillor)
  - b. Cllr Tom Bygott (District Councillor)
  - c. Cllr Corinne Garvie (District Councillor) including update on 2 derelict buildings of concern (The Old Rectory and 12 Pettitts Lane)
9. **To Discuss Planning Matters**
  - a. Applications received for consideration
    - i. S/4554/17/NMA1 - 65 Pettitts Lane Dry Drayton CB23 8BT - Non-material amendment on permission S/4554/17/OL for amendments to car port roofs
    - ii. S/3447/18/CONDA - 65 Pettitts Lane Dry Drayton CB23 8BT - Submission of details required by condition 4 (Terrace Screens), 5 (Street Management and Maintenance) and 6 (External Lighting) of planning permission S/3447/18/RM
    - iii. 21/02721/HFUL - 7 High Street Dry Drayton CB23 8BS – Single storey side extension – deadline for comments 20<sup>th</sup> July 2021
    - iv. 21/02156/HFUL - The Flat 3 Old Rectory Drive Dry Drayton CB23 8BU - Single storey front and side extension and replacement of existing flat roof with conventional gable end pitched roof – deadline for comments extended to 9<sup>th</sup> July 2021
    - v. 21/02301/HFUL & 21/02302/LBC - 11 Pettitts Lane Dry Drayton CB23 8BT - Single storey side extension and internal alterations. Demolition and replacement of existing garage – deadline for comments extended to 12<sup>th</sup> July 2021

- vi. 21/02173/FUL – Land to The North-East Of Childerley Farm (Stargoose solar energy) - Installation of a renewable energy led generating station – deadline 8<sup>th</sup> July 2021
  - vii. 21/0683/TTPO - 1 High Street Dry Drayton CB23 8BS – tree works to manage and maintain trees – for information only
  - viii. 20/02789/CONDB - Springhill Stables Oakington Road Dry Drayton CB23 8DE - Submission of details required by condition 3 (Drainage) of permission 20/02789/FUL – for information only
  - ix. S/1133/18/CONDA – Scotland Farm - Submission of details required by conditions 4 (Vehicle Access) and 5 (Traffic Management) of permission S/1133/18/FL – for information only
  - x. 21/02654/PRI06A – Scotland Farm, Scotland Rd - Application for prior approval for erection of an agricultural grain storage building– information only
  - xi. 21/02675/PRI06A – Rectory Farm, New Road – Application for prior approval for erection of two agricultural general purpose storage buildings – Information only
- b. Decisions received from South Cambs District Council
- i. 20/04295/HFUL - Duck End Farm, Duck End Farmhouse Park Lane Dry Drayton - Side extension and front window/porch alterations. Internal alterations and relocation of detached garage – permission granted

#### **10. Matters for discussion/correspondence received**

- 10.1 To discuss the temporary traffic regulation order (TTRO) for the Cambridge Club (10<sup>th</sup> – 13<sup>th</sup> September) and Strawberries and Creem events (17<sup>th</sup> – 20<sup>th</sup> September) – comments 20<sup>th</sup> July 2021
- 10.2 To discuss the following in relation to grass cutting in the parish
  - (a) Frequency of cuts
  - (b) Resident email regarding ongoing issue of lack of cuts for Park Lane verges
  - (c) Email from the managing director at Brookfield in relation to damage caused during grass cutting in relation to ‘no mow May’
  - (d) Current contract with Brookfield Groundcare taken out in 2018, to consider grass cutting tenders
- 10.3 To discuss CAPALC response from NALC in relation to gifting of monies from residents towards the allotment transformer invoice and consider the amount for a contribution
- 10.4 To discuss emails received in relation to the MVAS and discuss and approve any actions required in order for the speed watch team to get the MVAS fully operational asap.
- 10.5 To discuss the Zero Carbon Community Grant – deadline for applications 31<sup>st</sup> July 2021 for Community buildings, Tree Planting/Nature, Other projects which reduce carbon emissions
- 10.6 To provide an update on the outstanding Section 106 monies DDPC have and to discuss email received from James Fisher at Cambridgeshire Greater Planning in relation to appropriate uses of monies
- 10.7 Update on rewilding project in the parish<sup>(SA)</sup>
- 10.8 Update on EWR and email received from Anthony Browne requesting completion of a survey with views on the EWR process
- 10.9 Feedback from the Virtual roundtable meeting with the Police and Crime Commissioner for Cambridgeshire and Peterborough<sup>(EP)</sup>
- 10.10 For info – Freedom of Information Request received in relation to the allotments

#### **11. Consultations**

- 11.1 For info – adoption of Cottenham and Histon & Impington Neighbourhood Plan – email from Stephen Kelly
- 11.2 Gambling Act 2005 - Review of Statement of Licensing Policy – deadline for comments 9<sup>th</sup> August 2021
- 11.3 Final plan for Borrow pit 6 of the A14 Highway Improvement Works
- 11.4 Cambridgeshire Local Cycling and Walking Infrastructure Plan consultation – deadline 13<sup>th</sup> July 2021

## 12. Finance and Policy

- a. To accept account review to date and bank reconciliation
- b. To advise of payments received
  - i. SCDC – 1<sup>st</sup> instalment of precept for 2021/22 - £8,087.50
- c. Direct debits and standing orders paid between 1<sup>st</sup> April 2021 and 28<sup>th</sup> June 2021
  - i. Salaries/Expenses/Pensions (Period 1-3) - £1,719.30
  - ii. Haven Power Streetlighting Energy from 1<sup>st</sup> March 2021 – 31<sup>st</sup> May 2021 - £68.56
- d. Online payments made between 30<sup>th</sup> March 2021 and 30<sup>th</sup> June 2021
  - i. LGS Services – Internal Audit Fee - £90.00
  - ii. CAPALC – Code of Conduct Training for clerk (50% split with GPC) - £20.00
  - iii. P.C Window Cleaners – Bus shelter cleaning - £15.00
  - iv. Clerk reimbursement for postage costs - £1.92
  - v. SLCC – 50% contribution to Charles Arnold Baker book - £62.30
  - vi. UK Power Networks – Costs of disputed substation base at allotments - £5,868.98
- e. Payments to hand
  - i. Cambs ACRE membership for 2021/22 - £57.00
  - ii. Brookfield Groundcare – Grass Cut 2 of 10 (Inv No 13026) - £360.00
  - iii. Brookfield Groundcare – Grass Cut 3 of 10 (Inv No 13074) - £0.00
- f. To discuss and approve payment of the CCC invoice for the MVAS & wigwags and whether works have been fully completed and lights are now in full working order.
- g. £132.19 in credit with Haven Power for streetlighting energy following LED upgrade effective from December 2020
- h. To approve the updated asset register to include the MVAS
- i. To advise of completion of a HMRC Employer Duties Review questionnaire
- j. To approve renewal of the clerk’s SLCC membership

## 13. To accept notices and matter for the next agenda

Please note that no decisions can lawfully be made under this item. LGA 1972 s12 10(2) (b) states that business must be specified; therefore, the Council cannot lawfully raise matters for discussion.

## 14. Date and time of next meeting – Tuesday 7<sup>th</sup> September at 7.30 pm (to be held at the village hall if Covid-19 restrictions allow)

### EXCLUSION OF THE PUBLIC AND PRESS

That in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the public and press be excluded, and they are instructed to withdraw, Public Bodies (Admission to Meetings) Act 1960.

## 15. To discuss clerk’s hours, annual leave and CILCA coursework

## Appendix 1

### Action Report/Ongoing Issues

6.1	Park Lane Verges/Cycle path upgrade/line painting/drainage (ongoing)	SL/LH
6.2	Draft and circulation of a complaints letter to planning re: processes	SL
6.3	Update on the Pegasus consultation for a new development	DDPC
6.4	Village Hall Management Committee Meeting Update	EP
6.5	Update on the allotments inc. UKPN/transformer location	SA
6.6	LHI application for Oak Crescent and re-applying/article for newsletter	SA
6.7	Great British Spring Clean	SA
6.8	Completion of Government Call for Evidence Survey/virtual meetings– deadline June 2021	SEM
6.9	Update on bank signatories and online access to bank account	SEM