

Dry Drayton Parish Council

I hereby give notice that the Parish Council Meeting of Dry Drayton Parish Council (DDPC) will be held on **Tuesday 3rd December 2019 at 8pm, in Dry Drayton Village Hall, High Street, Dry Drayton**
*The Public & Press are cordially invited to be present (except for any item on the agenda labelled confidential).
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 Neekes Proper Office/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 must 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 Approve the Minutes of Meeting held on Tuesday 12th November 2019

5. Matters Arising from the Minutes, Report of any actions and Resolutions from last meeting

6. To Accept a Report from County and District Councillors

7. To Discuss Planning Matters

- a. Applications received for consideration
 - i. S/3310/19/DC – Land at 65 Pettitts Lane – Discharge of condition 10 (Drainage)
 - ii. S/4014/19/DC – Land at 65 Pettitts Lane – Discharge of condition 9 (Foul Drainage)
 - iii. S/4071/19/DC – Land at 65 Pettitts Lane – Discharge of condition 16 (Biodiversity enhancement)
- b. Decisions received from South Cambs District Council
 - i. S/3484/19/NM – 65 Pettitts Lane – Nonmaterial amendment of planning permission S/3347/18/RM to provide a 1 metre extension to the rear of unit types 'B' at first floor level – Refused
 - ii. S/3357/19/DC – 65 Pettitts Lane – Discharge of condition 2 (Materials) to OPP – Approved
 - iii. S/3358/19/DC – 65 Pettitts Lane – Discharge of condition 3 (Sedum Roof) to OPP – Refused
 - iv. S/2409/16/OL – Land adjacent to St Neots Rd near the Hardwick/A428 junction/roundabout - x3 no. speculative rental B1 & B8 use class units, with associated onsite car park - Withdrawn

8. Matters for discussion/correspondence received

- a. Progression of the new junction being built at Bar Hill and traffic affecting Dry Drayton - concerns raised by Cllr Lander and an update has been requested from John Akester (CCC Highways) and invitation sent for his attendance at DDPC meeting tonight.
- b. To discuss and review two quotations (Richardson Tree Surgery Ltd & Brookfield Contracting) received for maintenance and tidying on Park Street.
- c. Cambridgeshire County Council Climate Change Strategy Consultation – 20th December 2019 to 31st January 2020 – discuss invitation to January meeting
- d. To discuss the potential implications of having no administration group for the Village Hall Management Committee within the next six months
- e. To discuss the village defibrillator including ownership/maintenance and obligations that DDPC may have
- f. To discuss new councillors training and CAPALC responses in relation to a new councillor training session being held in Dry Drayton

- g. Email received from developer for land at 65 Pettitts Lane regarding street naming – clerk provided information received from the street naming consultation
- h. Email received from Richard Stamford to advise of the resignation of Rod Scammell from strimming parish footpaths – DDPC to discuss action required
- i. Email received from Bar Hill Parish Council advising of a blockage in the ditch at the Dry Drayton end of the bridge near to the nature reserve – update on outcome

9. Finance and Policy

- a. To accept account review to date and bank reconciliation
- b. To advise of payments received
 - i. Allotment rents (2019/2020) - £161.00
- c. To approve the following payments to hand
 - i. S Etherington-Meech – Clerks Overtime & Expenses – £12.96
 - ii. Cambridgeshire County Council – Streetlighting Energy (01/10/17-30/09/18) - £291.55 & 5 speed watch signs and erection - £497.24 – Total £788.79
- d. To finalise the budget and precept for 2020/21
- e. Lloyds bank update on signatories, access to the account and progression for online banking set up
- f. Cambridge Building Society Account – signatory changes to be made

10. 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.

11. Date and time of next meeting – Tuesday 14th January 2020

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.

12. Staff Issues

- a. Feedback from clerk from HR forum training on 26th November 2019 including DDPC profile in relation to clerk's salary column point and range
- b. Discussion of figures for clerk's current salary column point and changes once CILCA qualified
- c. Arrangements of clerk's annual appraisal
- d. Discussion of clerk's pension arrangements

Action Report/Ongoing Issues

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| a. | Hedge cutting/ownership and boundaries of surrounding properties for the Former Methodist Church/Chapel | SL |
| b. | Vehicles parked and for sale on green areas – investigation of land ownership | SEM/SL/LH |
| c. | Dry Drayton Parochial Church Council requesting annual grant of £500.00 towards maintenance of the church clock – advising of parish council decision | SL |
| d. | Email of concern regarding tree, hedgerow and vegetation removal on farmland – email response to be sent | SL/TSH |
| e. | Streetlighting energy supply to be set up with new supplier Haven | SEM |
| f. | Woodland Trust tree application for free trees to be completed | SL |
| g. | Oak Crescent Parking Issues/LHI application/consultation | SL/LH |
| h. | Park Lane Verges/Cycle path upgrade/line painting/drainage | LH/SL |
| i. | DDPC to be registered to support CAPASP – scam updates | JD |
| j. | Quotations to be obtained for tidy up on Park Street – on agenda | SM |