

Dry Drayton Parish Council

I hereby give notice that the Parish Council Meeting of Dry Drayton Parish Council will be held on Tuesday
23rd June at 7.00pm, via **REMOTE (ONLINE) MEETING**

COVID-19 Pandemic (Temporary Regulations in force from 4th April 2020 expiring 7th May 2021)
The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and
Police and Crime Panel Meetings) (England and Wales) Regulations 2020, S78.

NEW LEGISLATION & REQUIREMENTS

In summary the Temporary 2020 Regulations detailed above.

- Permit the holding of remote meetings, with conditions
- Local councils can decide the methods they will use to facilitate the holding of meetings
- There is no requirement to hold an annual meeting

*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.*

Please email the Parish Clerk at clerk@drydraytonpc.org.uk with your email address to request access to the meeting via Zoom.

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:  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 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 19th May 2020

5. Matters Arising from the Minutes, Report of any actions and Resolutions from last meeting – See Appendix 1

6. To Accept a Report from County and District Councillors

7. To Discuss Planning Matters

Remote decisions on planning applications were made via email and voting records retained.

a. Applications received for consideration

- i. 20/02159/FUL – Cambridge City Crematorium, Huntingdon Road CB3 0JJ – New surface car park accessed directly from new access road and new single storey café building with associated landscaping scheme – comments by 24/06/20

b. Decisions received from South Cambs District Council

- i. 20/01830/FUL – Duck End Farmhouse, Park Lane CB23 8DB – Erection of detached double garage with storage – Granted – condition to be imposed to ensure that the building remains for storage purposes
- ii. 20/01635/PRI03Q – Rectory Farm, New Road – Prior approval for change of use of agricultural building to dwelling house and for building operations reasonably necessary for the conversion – Prior Approval Granted
- iii. 20/1204/TTPO - St Giles Cricket Club Scotland Road - (Site Visit Pending) TPO 0015 (1966) A9: T2 - Elm - Fell to ground level (reason: due to the recent storms). (Note: T1 Poplar has no statutory protection)
- iv. 20/1315/TTPO - 5 Scotland Road – Tree works

8. Matters for discussion/correspondence received

- a. To discuss the proposal from CCC regarding the road scheme for which DDPC successfully received LHI funding for 2020/21
- b. To review email received from Joshua Rutherford (Highways) re: MVAS LHI details
- c. SL to discuss email sent to Pam Hobson re: 2020/21 legacy fund and if an update has been received
- d. To discuss scheme of delegation email received from Cllr Bridget Smith re: SCDC planning
- e. For information - GCP Executive Board meeting on 25th June 2020 re: Cambourne to Cambridge report cancelled.
- f. To discuss response to clerk's email sent to highways re: paths/grass on 'listed to cut'
- g. To discuss email received from Stephen Kelly re :planning conditions on construction hours
- h. To discuss allotment fencing
- i. To discuss and approve document from UK Power Networks in relation to schedule of works for electricity supply change at the allotments
- j. Footpaths and trees and to consider the following:
 - i. Arrangement of a working party in regard to works needed at The Drift - footpath/cycleway
 - ii. To discuss paths in the parish and Park Street Green – byelaws regarding parked cars and cyclists using footpaths
 - iii. Felling of the burnt ash tree and fire damaged branch
 - iv. To consider and discuss resident email re: orchard project for the parish.

9. Consultations

- a. Northstowe consultation for Phase 3a and 3b ends at the end of June 2020 – to discuss concerns in relation to traffic and draft a response and consider email from Northstowe in relation to S106 monies and funding for remedial measures.

10. Finance and Policy

- a. To accept account review to date and bank reconciliation
- b. To advise of payments received
 - i. CCC – Grass cutting contribution for 2020/21 - £555.26
- c. Remote decisions on the following payments to hand received which were made via email and records retained.
 - i. VisionICT – 7 Hosted Emails Jun 20 - May 21 - £151.20
 - ii. Brookfield Groundcare – Cut 3 of 10 - £360.00
 - iii. CCC – Final streetlighting energy from 01/10/19 – new supplier start - £161.65
 - iv. Haven Power – May 2020 direct debit - £29.14
- d. To discuss NALC/BHIB – risk assessment guide in relation to Covid-19

11. 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.

12. Date and time of next meeting – TBA

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.

- 13.** Follow up to clerk's annual review that was carried out in January 2020 to include salary review, training, and pension review.

Appendix 1

Action Report/Ongoing Issues

a.	Councillor Vacancy (ongoing)	DDPC
b.	Oak Crescent Parking Issues/LHI application/consultation (ongoing)	SL/LH
c.	Park Lane Verges/Cycle path upgrade/line painting/drainage (ongoing)	LH/SL
d.	Village Hall Management Committee new members update/KC handyman duties/EP attendance at meetings (ongoing)	JD/EP/KC
e.	Arrangement of new councillor training for JD, FP & KC (ongoing)	SEM
f.	Rod Scammell resignation – quotation from Brookfield/exact location & frequency and grass cutting reimbursement query for CC (SL)"/listed to cut" info (SEM) (ongoing)	SL/SEM
g.	CBS Account – Change of signatories/address etc (ongoing)/online banking access for Lloyds for EP	SL/SEM
h.	Flooding Park Lane/Madingley Rd – KC/FP enquire as to landowner/SL to contact (ongoing)	KC/FP/SL
i.	Recruitment of volunteers for village Speed watch team (Ongoing)	SL/JD
j.	Discussion with resident re: boundary/fencing at Cotton Fields and DDPC to agree action required	TSH
k.	Revised allotment rates/volunteer request for Drift clearance published in newsletter	JD
l.	Old Rectory Windows concerns	SL
m.	65 Pettitts Lane development – planning/work commencement/concerns	SL
n.	Covid-19 Community Support Group – update report	FP
o.	2020/21 LHI and Legacy Fund Application/Works progress update	SL/LH
p.	2021/22 LHI Application submission	SL
q.	LH arrange for TSH to meet with a Local Highways Officer re: potholes, drainage etc	LH/TSH
r.	Production of DDPC Risk Assessment	SEM