

Draft until signed
Minutes of Dry Drayton Parish Council (DDPC) Meeting
Tuesday 1st February 2022 at 7.30pm, at Dry Drayton Village Hall, High Street

Present: Cllr S Aldersley (Chair), Cllr K Cullen, Cllr T Houlihane, Cllr S Lander (Vice-Chair), Cllr E Pyle, Cllr S Vale, Cllr E Wickham

Attending: Mrs S Etherington-Meech (Clerk/RFO attended via Zoom due to isolation), Cllr T Bygott (TB) (District Councillor), Cllr E Murphy (County Councillor), 3 members of the public

1. To Accept Apologies for Absence

No apologies for absence, all councillors were present. Cllr Garvie (District Councillor) sent an apology for absence due to illness.

2. To Accept Parish Councillors Declarations of Interest for Matters on the Agenda

Cllr Wickham declared a non-pecuniary interest in Item 8.2 – Matters for discussion/correspondence received – To discuss the purchase of benches for the Church Grounds (Cllr Wickham is a member of the PCC).

3. To Agree to hold a Public Forum

A member of the public addressed DDPC and firstly, thanked the Chairman for arranging the discussion with Dr Hawkins at last month's meeting. Advising that the information about the planning and monitoring processes was illuminating.

It was explained that the latest submission on the S73 application suggests that the developer's agent is reluctant to provide a Site Plan and keen for the application to be decided by delegated authority. However, following the dialogue with Dr Hawkins, one might have expected the DDPC's request for this application to go before the full Planning Committee would be respected. The Determination Date on the application is shown as 8th February and the Planning Committee meetings are on the 9th of February and 9th of March. To reinforce and support DDPC's request for Planning Committee oversight, a member of the public asked if the District and County Councillors would be willing to submit similar requests to the Planning Department and directly to Dr Hawkins. A member of the public advised that they were happy to provide a chronology of the main applications and comments made at the meeting to assist District and County Councillor responses.

Cllr Bygott explained that Parish Councillors can make a request and District Councillors have the power to make a request to the Chairman of the Planning Committee and Planning Officers. This is a not a formal process for County Councillors to follow as it is a District Council matter and not a County Council matter. He went on to explain that the request can be refused if Planning do not believe the planning grounds of the request are robust or sufficient. Cllr Murphy said that she would be happy to support the concerns raised, however she does not know enough about the legal position. Cllr Bygott confirmed that he would send a request and support the residents and DDPC in relation to this matter.

4. To Approve the Minutes of Meeting held on Tuesday 11th January 2022

RESOLVED (Prop Cllr Aldersley, 2nd Cllr Pyle, unanimous) that the minutes of the meeting be approved and signed by the chairman as a true and accurate record.

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

For Cllr Murphy's report – see Appendix 3.

Cllr Aldersley raised concern with Cllr Murphy over the lack of progress with the NMU/Cycle path for DDPC and urged Cllr Murphy to investigate this ongoing issue. Cllr Lander highlighted that another fiscal year has been missed out and previous councillors of DDPC had worked hard to get the scheme and the County Council needs to support this. Cllr Murphy's suggestion was to write to the CEO to say that progress is needed and promised to draft a note which could be used.

Cllr Bygott apologised that he had not provided a written report. Firstly, he advised that yesterday (10 January 2022) Northstowe Phase 3a had been approved so an additional 4,000 homes are to be built. One issue he highlighted for Dry Drayton is the southern access road west shown in the latest plans

joins Dry Drayton Road near Oakington with some talk of it coming up to the roundabout rather than the road. To achieve this, Northstowe developers are looking into buying land to bring the road to the roundabout because you cannot get onto the A14 junction. This could result in more traffic being brought through the village.

Secondly, the Combined Authority has approved 2.7 million in their budget to build a solar farm to power electric bin lorries. They currently have one electric lorry which is successful and another two will be starting in March. Cllr Bygott also advised that the Government has created two new schemes for business grants, Omicron Hospitality and Leisure Grant and Other Additional Restrictions Grant for those who may not be eligible for the other grant.

In relation to Item 9.1 Cllr Bygott advised that he would be supporting railways being re-built to Haverhill.

Cllr Garvie was not in attendance, see Appendix 4 for her report.

7. To Discuss Planning Matters

- a. **Applications received for consideration – No applications received**
- b. **Decisions received from South Cambs District Council – No decisions received**
- c. **To consider Site Agent response on 24th January 2022 to Section 73 application at Swifts Close on 24th January 2022**

Item was addressed in the public forum.

8. Matters for discussion/correspondence received

8.1 To discuss email from SCDC in relation to costs involved for providing a combined waste/dog waste bin.

Costings were received; however, it was resolved that as this item is not included in the budget for 2022/23 it is to be considered in the budget for 2023/24.

8.2 To discuss and agree options and costings for the purchase of benches for the Queens Jubilee and Section 106 monies for the Church Grounds and Townsland Trust.

ACTION - It was agreed that the Clerk is to enquire as to whether a general waste/dog waste bin can be purchased with Section 106 monies.

RESOLVED ^(Prop Cllr Pyle, 2nd Cllr Cullen, unanimous, Cllr Wickham abstained due to an interest) that Section 106 monies for outdoor space be used to purchase 6 x Green Oak Memorial Slab Benches for the quoted figure of £428.00 each totalling £2,568.00 (2 benches for DDPC, 2 benches for the Church Grounds and 2 benches for the Townsland Trust). Also, to purchase an Ornate Back Green Oak Bench for £1186.79 for DDPC to erect in honour of the Queens Platinum Jubilee, lettering is to be included. Benches sourced from a local supplier - Cambridge Restoration based in Wicken and ACTION – Cllr Lander to liaise with supplier to determine whether a discount may be provided on the quoted prices and then to order the benches, and Cllr Aldersley to liaise with Townslands Trust in relation to projects for spending of the remaining Section 106 monies.

8.3 To discuss and consider the SCDC Community Chest Fund offering £2K towards a Parish Plan/Community Led Projects and Cllr Aldersley to provide feedback on his meeting with Emma Dyer.

Cllr Aldersley had a meeting with Emma Dyer and believes there are many grants that Dry Drayton could be eligible to apply for. ACTION Cllr Aldersley will summarise his discussion with Emma Dyer and circulate to councillors.

8.4 To discuss meeting carried out between Cllr Aldersley and Daniel at Brookfield Groundcare in relation to grass that is cut in the parish. Grass cutting plans and tenders to also be discussed.

Cllr Aldersley met with Daniel and understands which areas Brookfield Groundcare maintain for DDPC. DDPC agreed that Brookfield do a good job and are pleasant to deal with. ACTION – Cllr Houlihan to update the grass cutting plan for the clerk

ACTION – Clerk to send updated grass cutting plan to Brookfield and out to tender for comparison of prices. Also, to investigate responsibility of footpaths in the parish and whether their upkeep is the responsibility of DDPC.

8.5 To discuss email from East West Rail (EWR) for DDPC to join EWR Local Representative Group for South Cambridgeshire West – first meeting 14th February 2022 – one representative.

RESOLVED that Cllr Houlihane will attend, clerk to register his attendance.

8.6 To discuss and agree report, costings, and contribution of £4836.00 towards 2022/23 LHI application ^{SCA/SL}

Cllr Aldersley and Cllr Lander attended the panel meeting for 2022/23 LHI applications yesterday (10 January 2022) and await response to the application in the next few months, likely April. RESOLVED ^(Prop Cllr Lander, 2nd Cllr Pyle, unanimous) that a contribution of £4,836.00 towards the project will be made if the application is acceptable.

8.7 To discuss damage to posts at Bar Hill Pathway/The Drift ^{SCA}.

Cllr Aldersley to discuss with Cllr Murphy (see Appendix 3 for her report).

8.8 To discuss the surplus Section 106 monies for the Village Hall for new toilet seats, locks, and paint

RESOLVED ^(Prop Cllr Pyle, 2nd Cllr Aldersley, unanimous) that £81.50 of Section 106 monies should be paid to Dry Drayton Village Hall for the purchase of 2 new toilet seats and a hook for the ladies' toilets.

8.9 To discuss attendance at a meeting with S&VA and the Church to discuss Jubilee Celebrations

Cllr Lander volunteered to attend on behalf of DDPC.

8.10 To consider participation in the Great British Spring Clean – 25th March 2022 to 10th April 2022

Date of 26th March was agreed, ACTION Cllr Aldersley to publish the date in the village newsletter.

8.11 To consider and discuss a tree survey being carried out for the parish

ACTION - It was agreed that the Clerk was to forward a tree safety table that is on file to the councillors and also for her to email Richard Stamford to see if he can assist with identifying ownership of trees in the parish.

8.12 To consider and discuss replacement of the noticeboard outside the Primary School

Item to be postponed for the 2023/24 budget.

9. Consultations

9.1 To consider Anthony Browne's email 'have your say on CSET busway' and any comments to be made

DDPC agreed a Parish Council response was not necessary and if councillors wished they could make individual comments.

9.2 West Wickham Neighbourhood Plan – deadline for comments 15th March 2022

It was resolved that no comments were necessary for this plan.

10. Finance and Policy

a. To accept account review to date and bank reconciliation

Bank reconciliation (see Appendix 2) and finance spreadsheet were circulated to all councillors before the meeting, RESOLVED ^(Prop Cllr Lander, 2nd Cllr Pyle, unanimous) to accept and approve the accounts and bank reconciliation.

b. To advise of payments received between 1st January 2022 to 26th January 2022 – No payments

c. Direct debits and standing orders paid between 1st January 2022 to 26th January 2022

i. **Salary/Overtime/Expenses/Pension (Period 9) – £29.70** ^(LGA, 1972, s.112)

ii. **Drax Energy – Streetlighting Energy – 01/11 – 30/11 - £4.15** ^(Parish Councils Act 1957, s.3; Highways Act 1980, s.301)

d. Online payments made between 1st January 2022 to 26th January 2022

i. **Microsoft 365 Annual Premium Renewal - £59.99** ^(LGA 1972, s.142)

- ii. **Brookfield Groundcare – Cut 10 (Inv no 1175) - £360.00** *(Public Health Act 1875, s.164)*
- iii. **DDVH – Section 106 for men’s toilets upgrade - £410.11 & £591.36** *(Town & Country Planning Act 1990, s.106)*
- iv. **DDVH – Hall Hire for 11th January 2022 (2 hrs) - £14.00** *(LGA 1972, s.133)*
- e. **Payments to hand – No additional payments to be made**
- f. **To consider and agree meeting dates for 2022 including Annual Parish Meeting (APM) and Annual Parish Council Meeting (APCM) in May 2022**
The following dates were agreed - APM Friday 8th April 2022, APCM Tuesday 10th May 2022, Tuesday 7th June 2022, Tuesday 5th July 2022, Tuesday 6th September 2022, Tuesday 4th October 2022, Tuesday 1st November 2022, and Tuesday 6th December 2022.
- g. **To discuss the Nimble platform for e-learning through CAPALC**
The Chairman adjourned this item to the March meeting.

11. To accept notices and matter for the next agenda

12. Date and time of next meeting – Tuesday 1st March 2022 at 7.30pm at Dry Drayton Village Hall

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 arrange clerk’s annual appraisal

To be arranged between Cllr Aldersley, Cllr Lander, and S Etherington-Meech before the March meeting.

Meeting closed at 9.35 pm

Signed.....Chairman

Date.....

Appendix 1

Action Report/Ongoing Issues

5.1	Letter drafted to Lorraine Casey, Charlotte Peet & Enforcement requesting a satisfactory response in relation to complaints with planning and procedures at GCP - Covered in the public forum	SCA/SL
5.2	Update on the Pegasus consultation for a new development - No update	DDPC
5.3	Village Hall Management Committee Meeting Update – Not much to report, monies accepted for men’s toilets	EP
5.4	Update on road surface repairs for Pettitts Close – EM to chase up	EM
5.5	Update on 2022/23 LHI application – on agenda	SCA
5.6	Zoom meeting with Highways to discuss transport issues to be arranged with Cllr Aldersley, Cllr Murphy, and members of the Speed Watch team - Zoom meeting carried out with Cllr Murphy see monthly report	SCA/EM
5.7	Section 106 projects from DDVH^{EP} & Townlands Trust^{SCA} – on agenda	EP/SCA
5.8	SCDC survey of trees – No update	CG
5.9	Update on dangerous footpath between Hill View & Trinity Stables – In EM report	EM
5.10	Erection of additional poles for MVAS - ongoing	SCA/SEM
5.11	Councillor photos and bios for website - ongoing	DDPC
5.12	Discuss with Cllr Murphy the loss of trees on the roundabout – In EM report	SCA/EM
5.13	To discuss the management/administration of the allotments - ongoing issue	SCA/SEM

Appendix 2

DRY DRAYTON PARISH COUNCIL
January 2022 Bank Reconciliation

	£
Lloyds current account on 31 st December 2021	£30,635.86
<u>Less</u> payments presented from 1 st January 2022 to 31 st January 2022 <i>4 online payments, 2 direct debits and 2 standing orders</i>	£2,118.79
<u>Plus</u> , receipts presented from 1 st January 2022 to 31 st January 2022 <i>0 receipts</i>	£0.00
Closing bank account on 31 st January 2022	£28,517.07
<u>Less outstanding payments not yet subtracted</u>	£0.00
Balance carried forward at 31st January 2022	£ 28,517.07

Notes:

Sarah Etherington-Meech

RFO

1st February 2022

Appendix 3

Dry Drayton Parish Council - County Council report

February 2022

Public health. There is some evidence that the peak has passed nationally and we are seeing a drop of cases, albeit locally levels are still extremely high and not aligned with the national picture. Hospital admissions lag cases but there is some evidence the time from infection to death in Omicron is longer than Delta, so we may yet have further to go before the immediate pressures on the health service lessen, or indeed its true severity is understood. The deferred full Council meeting from December 2021 was held last week, using reduced numbers of councillors (ie proportionate reductions) in order to ensure that the risks to staff and members are reduced. Infections in schools continue to be a great concern.

Integration with social care. This remains a major challenge for both the NHS and the County Council, but the deadline for introducing new governance has been delayed slightly. The main players in rethinking health and social care are currently engaging in dealing with the pandemic, so this is extremely challenging for all concerned. Work is progressing on this as far as humanly possible. The initial phase focuses on structures and governance. The recent meeting of the Adults and Health Committee at which a strategy was agreed emphasised the importance of the democratic engagement of the new structures, to ensure local people felt an ownership over services they received, that changes should not open the door to privatisation, and that care should be provided locally where possible. The Committee also agreed to invest a further £4.2m to ensure to support care providers experiencing a number of difficulties – increased costs (staffing, insurance, PPE, cleaning), difficulty retaining staff and staff leaving the sector having experienced a great deal of pressure during the pandemic.

Enabling greater take up of 20mph speed limits. This is a policy initiative in the County Council by the new administration, and the first opportunity to discuss possible policy implications has taken place last week. There is further work planned to expand the thinking on policy to ensure that there are fewer barriers to reducing speed, particularly to 20mph. It needs to allow for greater take up of 20mph and that the process of applying for these initiatives are less onerous. Many of the County's highways officers are resistant to such change, preferring a rigid regime whereby they can exclude a number of applications on black and white criteria, but the government's guidance is not so rigid and this kind of thinking is harming progress towards speed reduction and safety.

Dealing with National Highways on A14 legacy issues.

- *Dying trees* - there is widespread concern about the condition of trees planted as part of the A14 project. Many do not appear to be thriving. No information has been forthcoming about the scale of replanting that is required, or the timescale for this to happen, and there is

concern that the A14 project team is just going to 'time out' its obligations under the agreement with the County Council.

- A group of County Councillors – myself, Cllr Firouz Thompson (Longstanton, Northstowe & Over) and Cllr Ros Hathorn (Histon & Impington) are calling for more engagement and for the Council and NH to work together. We have met with Council officials to map out what is possible. They have taken on board the importance of getting National Highways to provide factual information about the trees, and the potential influence the County can have as a partner. We have urged the County to challenge NH to act responsibly (and not cynically), to ensure trees get replanted but also that they thrive. There are so many reasons why the tree planting must succeed.

Local highways issues.

The Local Highways Officer has provided an update to a number of issues requested as follows:

- **Drainage.** *Now that we have the results of the cyclic cleaning of the drains throughout Dry Drayton I will be putting together a programme with my manager to address issues raised throughout my area by these reports. For example, where gullies need digging out, lids replaced or were listed as slow or not draining we will arrange for these to be attended and dealt with. Some will be easy fixes, some may lead to additional investigations this work should begin in April 2022 with our new programme.*
- **Path linking Oakington Road to NMU.** *There is no progress on this but the Cycling team may know more.*
- **Posts damaged at Bar Hill Pathway/The Drift.** *Unfortunately these are not a stock item for our inventory and have to be ordered in from a supplier for each job. I have requested that our depot manager order a batch and am awaiting lead times for them to be delivered.*
- **Footpath between Hill View & Trinity Stables.** *Siding out of the footway will take place with our new programme beginning in April 2022. The structure appears to be sound but will be re-evaluated at this point.*
- **Road surface Pettitts Close.** *There is no current update on this one. The only works that have been mentioned are slurry sealing the footway but this was cancelled for some reason (not aware of the reason at this point). I will need to make further enquiries to answer this properly.*
- **Flooding in Park Street and also Park Lane/Madingley Road.** *Further investigatory works is planned at both sites to check issues on drain line and silt traps.*

In addition, it is clear that speed/weight reduction and other features (eg a proper gate entrance to the village) should be taken forward under an LHI application at the next opportunity. LHI applications in future will have a different process, but in any case we can be more ambitious, though it would be helpful to be prepared to put more than the minimum funding forward.

Contact details: Cllr Edna Murphy

County Councillor, Bar Hill Division & Chair, Cambridgeshire and Peterborough Fire Authority

Tel: 01223 577005; Email: Edna.murphy@cambridgeshire.gov.uk

Appendix 4

Girton Parish Council
District Councillor's Report
Clr.garvie@scams.gov.uk 07780932267

The District Council deals with housing, planning, licencing, business support, environmental health, recycling and bins, climate emergency and nature, help with benefits and council tax.

To contact the council ring 01954 713000

Covid update

COVID-19 'Plan B' restrictions are largely now ended but Cambridge has one of the highest number of cases in the country; across Cambridgeshire as a whole, rates are at an average of around 1,700 cases per 100,000 people. More than 50% of these cases are in schools and, sadly, there's no proper indication locally that rates are coming down yet. I had Covid recently and know it can be severe even with the triple vaccination.

Current Business Grant Availability

Omicron Hospitality and Leisure Grant (OHLG)

Rate paying businesses in the hospitality and leisure sectors in England may be eligible for one-off grants of up to £6,000 per premises. The OHLG scheme is only for hospitality, leisure and accommodation businesses on the Valuation Office Agency (VOA) ratings list who have been severely impacted by the Omicron variant. Businesses must have been trading on 30 December 2021 to be eligible.

Additional Restrictions Grant Top-up

A one-off payment of up to £10,000 may be awarded to a range of eligible businesses based on turnover, fixed costs, number of employees, and the consequent scale of losses due to the rise of the Omicron variant.

Applications for both grants should be made by 18 February. Details are here:

<https://www.scams.gov.uk/business/coronavirus-information-for-businesses/omicron-hospitality-and-leisure-grant-and-additional-restrictions-grant-top-up-payment>

Digital Champions:

SCDC's Communications Team is continuing to build a bank of "Digital Champions" who we can call on to help when we have urgent messages to communicate to residents. Volunteers will only be contacted for important notifications or updates that require an urgent response on issues such as extreme weather events, flooding, village-wide missed bin collections, or other time-sensitive communications and the number of times they will be asked to act are expected to be limited. We would like to have one or two others, to ensure that we have coverage in the event of unavailability of the primary name so, if you would like to help please contact me, Clr.garvie@scams.gov.uk

Update from Greater Cambridge Shared Waste: Green bins

Since green bin collections resumed (<https://www.scambs.gov.uk/return-of-green-bin-collections/>) on 12 January, we have been able to empty all green bins as per our published schedule. If you have questions, please email our waste team. You can also check bin days online: (<https://www.scambs.gov.uk/recycling-and-bins>).

Recycling: from the most recent report (21/22 Q2) the recycling rate (year to date) was 54.1 which compared to the target of 52%.

Greening your business webinar

Climate change is one of the greatest challenges facing the planet. Attend the free webinar (<https://www.eventbrite.co.uk/e/making-your-business-greener-tickets-225179175977>) on 24 February from 1pm to 2pm and hear how your business can reduce its carbon use and operate more sustainably. This event forms part of our Climate and Environment Fortnight of events – about which you can read more below.

This case study-based webinar will feature a panel of speakers demonstrating ways businesses can operate more sustainably, reducing not only their carbon and waste but also being more efficient and saving money by embracing renewable energy.

The panel will include speakers from Green Blue You (<https://www.greenblueyou.co.uk/>), Greater Cambridge Commercial Waste Service (<https://www.greatercambridgewaste.org/>) and PECT ().