

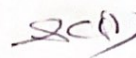
**Minutes of Dry Drayton Parish Council (DDPC) Meeting**  
**Tuesday 2<sup>nd</sup> July 2024 at 7.00pm, at Dry Drayton Village Hall, High Street, Dry Drayton CB23 8BS**

**Present:** Cllr S Aldersley (Chairman), Cllr J Granger (Councillor), Cllr T Houlihane (Vice-Chair),  
 Cllr E Pyle (Councillor), Cllr D Smith (Councillor)

**Clerk:** S Etherington-Meech CILCA (Parish Clerk/RFO)

**Attending:** Cllr R Stobart (District Councillor), no members of the public

1. **To Accept Apologies for Absence**  
 All parish councillors were present. Cllr Garvie (District Councillor) & Cllr Murphy (County Councillor) were not in attendance.
2. **To Accept Parish Councillors Declarations of Interest for Matters on the Agenda**  
 No declarations of interest were declared.
3. **To Agree to hold a Public Forum**  
 There were no members of the public for the Public Forum.
4. **To Approve the Minutes of the Parish Council Meeting held on Tuesday 4<sup>th</sup> June 2024**  
 For clarity an additional comment was added by the Chairman to Item 8.5 – 'DDPC NOT to recommend signage'. Once the additional comment was added it was **RESOLVED** <sup>(Prop Cllr Pyle, 2nd Cllr Houlihane, unanimous)</sup> that the minutes of the meeting be approved and signed by the chairman as a true and accurate record of the meeting.
5. **Matters Arising from the Minutes, report of any actions, resolutions from last meeting & ongoing matters**
  - 5.1 **Cllr Murphy to be informed of resident concerns over road surface on Park Street (inc. lorry traffic)**  
 Cllr Aldersley advised that this matter was raised with our Local Highways Officer (LHO).
  - 5.2 **Update on Luton Airport Stacking Consultation (now closed) (RS/CG)**  
 Cllr Stobart advised that the latest update from Reject Luton Airport Stacking (RELAS) is as follows 'The Civil Aviation Authority (CAA) will publish the Post Implementation Review Data (PIR) of the Swanwick airspace change known as AD6 on 11th July 2024. This review will confirm whether the original changes are effective or require modifications.' **Action** – Cllr Aldersley to send a copy of the link to Les Waters for circulation via the village email system.
  - 5.3 **Update on repainting of faded lines at Dry Drayton Primary School (RS/CG/EM)**  
 Cllr Aldersley raised this matter with our LHO. Cllr Stobart to carry as an action to chase.
  - 5.4 **Review of Training Statement of Intent and Dignity at Work Policies (SCA)**  
 Cllr Aldersley advised that no action has been taken on this matter.
  - 5.5 **Update from Highways in relation to issues with buses manoeuvring at Oak Crescent bus stop (SCA)**  
 Cllr Aldersley advised that there has been no further update or complaints. Item to be removed from the agenda.
  - 5.6 **Update from Highways for LHO assessing broken fence 'The Drift' (SEM)/Quote for repair (SCA)**  
 Cllr Aldersley raised this with our LHO.
  - 5.7 **Update from SCDC on abandoned streetlight between Pettitt's Lane & High Street (DS/RS)**  
**Action** – Cllr Stobart to chase Helen Taylor at SCDC for an update.
  - 5.8 **Clerk to email PX Farms in relation to works to remove debris at 'The Drift' (TSH/SCA)**  
 It was advised that these works were carried out today (2<sup>nd</sup> July 2024).
  - 5.9 **Update on meeting with Kerry Allen in relation to the proposed link for a NMU to Scotland Farm Hub (SCA)**  
 This matter will be discussed at the September meeting.
  - 5.10 **Update from David Allatt (CCC) in relation to the NMU land transfer (SCA)**  
 Cllr Aldersley advised that there is no update in relation to this matter.





- 5.11 **Update on 2024/25 LHI application for parking restrictions outside school (SCA)**  
Cllr Aldersley advised that the latest update is an email advising that a decision will be reached soon.
- 5.12 **Investigate village handyperson for small jobs such as noticeboard repair (SCA)**  
Cllr Aldersley has been in touch with some handypeople in the village and Cllr Pyle is obtaining a quote for repairs to the noticeboard.
- 5.13 **Update on resident meeting with CCC in relation to continued flooding of Scotland Rd**  
Cllr Aldersley advised that there is no further update from the Drainage and Resilience team.
- 5.14 **Update on 2023/24 LHI Application for speed limit buffers (SCA)**  
Cllr Aldersley advised that there is no update at present.
- 5.15 **Update on urgent rotten handrail repair on fields off Cottons Field that leads to Butchers Lane (CG/EM)**  
Cllr Aldersley has shown the LHO the location for this matter.
- 5.16 **Update on attending meeting of Bar Hill Skatepark Lobby Committee (SCA)**  
There was no update on this matter.
- 5.17 **Clerk to contact allotment warden for allotment plot holders addresses and plot waiting list**  
The clerk has contacted the allotment warden and is waiting for a response.
- 5.18 **To enquire with Cllr Murphy if footpath with access to Long Lane from Pettitts Lane can have signage (SCA)**  
Cllr Aldersley has sent the enquiry to Cllr Murphy and also raised it with our LHO.
- 5.19 **Councillors to investigate content and location of Northstowe new development signs in the village**  
Cllr Stobart recommended Cllr Aldersley raises this matter and whether permission was sought for the signs with Rebecca Smith (Delivery Manager for Greater Cambridge Planning).
- 5.20 **Update on issuing of Cambridgeshire County Council invoice for Oak Crescent LHI works (SEM)**  
The clerk advised that she has chased this invoice again and no response has been received.
6. **To Accept a Report from County and District Councillors**  
For Cllr Stobart & Cllr Garvie report see website at [www.drydraytonpc.org.uk](http://www.drydraytonpc.org.uk)
7. **To Discuss Planning Matters**
- a. **Applications received for consideration**
- i. **24/02175/PRIOR - Scotland Farm Scotland Road Dry Drayton CB23 8AU - Erection of an agricultural machinery storage building – Pending consideration for prior approval**
- ii. **22/03729/CONDB - Dry Drayton Methodist Church Park Street Dry Drayton Cambridgeshire CB23 8DA - Submission of details required by condition 8 (Traffic Management Plan) of planning permission 22/03729/FUL – Information Only**  
**RESOLVED** (Prop Cllr Pyle, 2nd Cllr Granger, unanimous) that the following issues are raised in relation to this planning condition.
- Loss of parking bays in the layby during the construction period.
  - Restriction of the pavement during construction.
  - Use of the road in front of the church for contractors' vehicles.
- Action – Cllr Aldersley to send a copy of issues raised above to Rebecca Smith at planning and the case officer for the application. Also to forward details of the application to Dry Drayton Primary School for their information.*
- b. **Decisions received from South Cambs District Council – no decisions received**
8. **Matters for discussion/correspondence received**

SCA/

- 8.1 To discuss completing a bid application for South Cambs District Council – Shared Prosperity Fund – applications by 1<sup>st</sup> August 2024 for resurfacing of Long Lane  
RESOLVED (Prop Cllr Aldersley, 2nd Cllr Smith, unanimous) that Cllr Granger completes and submits an application for this grant. Cllr. Aldersley offered to review before submission.

- 8.2 For info – Cambridgeshire County Council (CCC) Highways Operational Standards - carry out planned chemical weed treatment two times a year (as a minimum) – first treatments to commence 24<sup>th</sup> June 2024

The clerk has responded to advise CCC that DDPC are not on the current treatment list.

- 8.3 To consider co-option application for councillor vacancy received from resident  
A resident is due to attend DDPC September meeting in order to be co-opted.

- 8.4 To provide an update and feedback of village walkabout with newly appointed Local Highways Officer on 1<sup>st</sup> July 2024

Cllr Aldersley together with some residents met with our new LHO, Sarah Budd yesterday. They carried out a walk around the village and raised all the current Highways matters in the village that need attention. Sarah Budd took away a list of actions for outstanding matters in the parish.

#### 9. Consultations – no consultations received

#### 10. Finance and Policy

- a. To accept account review to date and bank reconciliation

RESOLVED (Prop Cllr Aldersley, 2nd Cllr Houlthane, unanimous) to accept the bank reconciliation (See Appendix 1) and accounts.

- b. To advise of payments received between 30<sup>th</sup> May 2024 and 27<sup>th</sup> June 2024

i. Cambridgeshire County Council – Grass Cutting Reimbursement - £555.26

- c. Payments made between 30<sup>th</sup> May and 27<sup>th</sup> June 2024

i. S Etherington-Meech – Clerks Salary/Overtime/Expenses/Pension (Period 2) - £51.72

ii. Brookfield Groundcare – Grass Cut 2 of 10 - £360.00

iii. LGS Services – Internal Audit Fee - £150.00

- d. Scheduled payments and payments to hand

RESOLVED (Prop Cllr Aldersley, 2nd Cllr Houlthane, unanimous) that all payments to hand are paid.

i. SLCC – Clerks Annual Membership – £125.96 (18/07/24)

ii. Dry Drayton Village Hall – Hall Hire for 2<sup>nd</sup> July for 3 hours - £24.00 (28/06/24)

iii. S Etherington-Meech – Clerks Salary/Overtime (Period 3) - £799.56 (28/06/24)

iv. HMRC – Clerks Tax & National Insurance for Period 3 - £11.88 (28/06/24)

v. Brookfield Groundcare – Grass Cut 3 of 10 - £360.00

vi. Cambs ACRE – Annual Membership - £65.00

- e. To note and receive internal audit checklist

The councillors received and noted the internal audit checklist and confirmed there were no actions to be taken.

- f. To review and adopt amended Model Financial Regulations for Local Councils (2024)

The Model Financial Regulations were reviewed, and it was RESOLVED (Prop Cllr Aldersley, 2nd Cllr Houlthane, unanimous) by DDPC to adopt them.

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

- The purchase of a dog waste bin

#### 12. Date and time of next meeting – Tuesday 10<sup>th</sup> September 2024 at 7pm at Dry Drayton Village Hall

#### EXCLUSION OF THE PUBLIC AND PRESS

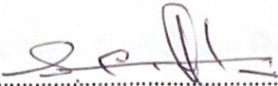
That in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the public and press be excluded, and they are instructed to withdraw, Public Bodies (Admission to Meetings) Act 1960.

No items that exclude the public and press



33/24

Meeting closed at 8.55pm

Signed..........Chairman

Date.....10 Sep. 24

Appendix 1

DRY DRAYTON PARISH COUNCIL

June 2024 Year End Bank Reconciliation

	£
Unity Trust Current Account on 31 <sup>st</sup> May 2024	£2,550.40
Unity Trust Instant Access account 31 <sup>st</sup> May 2024	£49,493.86
<b>Total:</b>	<b>£52,044.26</b>
Less payments presented from 1 <sup>st</sup> June 2024 to 30 <sup>th</sup> June 2024 5 online payments, 1 direct debit, 1 standing order, bank fee	£1,428.16
Plus, receipts presented from 1 <sup>st</sup> June 2024 to 30 <sup>th</sup> June 2024 1 receipt & interest received	£809.06
Closing Unity Trust Current bank account on 30 <sup>th</sup> June 2024	£3,177.50
Closing Unity Trust Instant Access account on 30 <sup>th</sup> June 2024	£48,247.66
<b>Total:</b>	<b>£51,425.16</b>
Less outstanding payments <b>not yet subtracted</b>	

**Balance carried forward on 31<sup>st</sup> May 2024      £ 51,425.16**

Notes: As of December 2023, outstanding Section 106 monies to be spent:

- Traffic Calming - £45,125.00 (held by Highways)
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*Sarah Etherington-Meech*

RFO

2<sup>nd</sup> July 2024