

Draft until signed
Minutes of Dry Drayton Parish Council (DDPC) Meeting
Tuesday 10th February 2026 at 7.00pm, at Dry Drayton Village Hall, High Street, Dry Drayton
CB23 8BS

Present: Cllr S Aldersley (Chair), Cllr J Granger (Councillor), Cllr T Houlihane (Vice-Chair), Cllr E Pyle (Councillor), Cllr C Wright (Councillor),

Clerk: S Etherington-Meech CiLCA (Parish Clerk/RFO)

Attending: Cllr C Garvie (District Councillor), Cllr R Stobart (District Councillor), 3 members of the public

1. To Accept Apologies for Absence

Apology of absence was accepted for Cllr E Al-Baqir who was absent due to work commitments. Cllr E Murphy (County Councillor) sent an apology for absence.

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

A member of the public apologised for the misunderstanding with making an application to the 6 free trees grant funding scheme through South Cambs District Council (SCDC). The clerk explained that SCDC advised that the application should have been made through the parish council and not directly. SCDC were now seeking confirmation that the parish council were happy with the locations for the trees submitted by the resident. The resident explained that some trees had already been planted in the village green area and they were awaiting confirmation from PX Farms for the Callow Brook location. The councillors agreed to the locations the resident submitted subject to the landowners confirming their acceptance. SCDC did advise the parish council that on this occasion the parish council could make a second application to the scheme. The councillors agreed to order one container grown small, leafed lime for the A1307 roundabout. **Action** – Clerk to send application for roundabout tree.

4. To Approve the Minutes of 6th January 2026 and Confidential Minutes of Meeting held on Tuesday 2nd December 2025

RESOLVED (Prop Cllr Pyle, 2nd Cllr Houlihane, unanimous) that the minutes of the meeting on 6th January 2026 and confidential meeting minutes of 2nd December 2025 be approved and signed by the chair 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 Update on outstanding Highways issues (EM) including:

5.1.1 Highways quotes for further works of broken handrail and steps on footpath

Cllr Aldersley confirmed that he has been in touch with the Footpaths officer overseeing this project who is waiting for Highways to quote for these works.

5.1.2 Poor condition of Pettit's Close post construction work on Swifts Close (resident email)

Cllr Aldersley advised that based on an email shared by a resident, these works are scheduled to start in the next 12 weeks.

5.1.3 Explanation why Report IT log for condition of the dangerous and narrow footpath on Oakington Road has been flagged as closed

Cllr Aldersley advised that Cllr Murphy sent an email apologising that a full response has not yet been received. Matters on Report IT have been reported as cleared due to a forward works programme but without any details, the councillors would like to be informed of when that will be happening.

5.2 Update on traffic modelling for Scotland Rd travel hub and proposed link for an NMU (RS/EM)

Cllr Stobart advised that there is no update, but he will keep chasing.

5.3 Update on resident concerns over carcinogenic weed spraying by CCC (RS/EM)

- Cllr Stobart advised that he raised this matter with Cllr Murphy and will follow it up.
- 5.4 Update on LHI application for 2026/27 for additional parking and a crossing (SCA)**
Cllr Aldersley confirmed that the application was submitted and Section 106 monies will be used towards this project if the application is successful.
- 5.5 Update on adding the Black Horse pub to SCDC Asset of Community Value Register (SEM)**
The clerk chased this matter, and the owners and tenants are still considering their positions.
- 5.6 Update on 2024/25 LHI application and LHI application for speed buffer zones (SCA)**
Cllr Aldersley advised that the 2024/25 LHI application for parking restrictions is approved and the works order has been raised. We just await a date for the works to commence. The speed buffer zones have now been completed.
- 5.7 Update on completing the redeclaration of staff pension with the Pension Regulator (SCA)**
Cllr Aldersley is to discuss this with the previous chair who completed the previous paperwork in relation to this matter.
- 5.8 Update on credit note reimbursement from SSE following transfer of streetlighting energy supplier from SSE to Suffolk Council Lighting (SEM)**
The clerk advised that she has provided bank details for the credit note to be reimbursed.
- 5.9 Update on Six Free Trees application (SEM)**
The Chair agreed for this to be discussed in the public forum.
- 5.10 Contact the village hall to enquire whether they can take over checking and maintenance of the defibrillator from the current designated person (SEM)**
The clerk confirmed that an email has been sent to the village hall with the defib dedicated email copied in also.
- 6. To Accept a Report from County and District Councillors**
Report from District Councillors was accepted and can be found at www.drydraytonpc.org.uk. Cllr Stobart further highlighted that he believes the Cambridge Growth Company would like to visit parishes and he suggested the parish council should invite them. **Action – Rural Exemption Sites to be put on the next agenda for discussion.**
Action – Cllr Stobart and Cllr Murphy to investigate if Section 106 monies would be available for lighting along ‘The Drift’. (Cllr Aldersley would like it confirmed that this would not be the same Section 106 monies allocated from the Northstowe development for traffic calming measures in the parish).
- 7. To Discuss Planning Matters**
- a. **Applications received for consideration**
 - i. **25/04940/HFUL - 11 Scotland Road Dry Drayton Cambridgeshire - Two storey side extension and alteration of existing conservatory including the replacement of glazed walls with solid walls and windows, while retaining the existing slate roof and introducing rooflights. Changes to fenestration – comments to be submitted asap**
RESOLVED (Prop Cllr Aldersley, 2nd Cllr Granger, unanimous) that councillors are in support of this application. However, it is to be commented that the proposal requires details for traffic management during the works.
 - ii. **22/04057/CONDA - Land Adj To Madingley Road Dry Drayton Cambridgeshire - Submission of details required by conditions 6(Lighting Design Strategy for Biodiversity), 7(Ecology Enhancement), 8(Biodiversity Net Gain (BNG) Plan), 9(Surface Water Drainage Scheme), 10(Foul Water Drainage) and 11(Tree Protection Plan) of planning permission 22/04057/FUL – for information only**
 - b. **Decisions received from South Cambs District Council – no decisions have been received**
- 8. Matters for discussion/correspondence received**

8.1 To discuss Cambridgeshire County Council – 20MPH Funding 2026/27 Applications – open from 26th January 2026 to 27th March 2026 – virtual engagement session 5th February 2026

It was discussed that there are no further changes to last year's application at present and that DDPC will wait to see the response from Highways in relation to the 2026/27 LHI application for traffic calming.

8.2 To note response submitted by Dry Drayton PC for the Boxworth/A14 Logistics hub forum and discuss any updates in relation to this matter

The response was circulated to councillors, and they agreed to its content.

8.3 For information – East West Rail – design update sessions from Jan to March 2026

8.4 For information – Notification of survey works to be carried out for Grafham to Cambridge pipeline

8.5 To provide an update on the ZCC application for solar powered streetlighting, to discuss Suffolk County Councils quotation to supply and install a solar powered lighting column & LED lantern and apply for a Section 171 licence and review the grant funding agreement from South Cambs District Council.

Cllr Granger advised that the situation in relation to this matter has improved. Adrian Last at Suffolk Streetlighting and Andy Davis at South Cambs District Council are working together and have agreed a way forward to organise obtaining a Section 171 licence. Cllr Granger is now waiting on a quote from Adrian Last for the admin work involved in completing the Section 171 licence. No further progress can be made in relation to this matter and completing the Grant Funding Agreement until the quote is received.

8.6 For information – Annual Pathfinder March to take place on Saturday 6th June 2026 – checkpoint at Dry Drayton Primary School between 8.30am and 2.15pm

8.7 To discuss joining Bar Hill Parish Council to make an application for funding solar lighting on 'The Drift' and if a response has been received from District & County Councillors in relation to grants available

Cllr Aldersley will discuss this matter with the Chair of Bar Hill Parish Council when more information is available.

8.8 For information - Northwest & West Community Forum - Thursday 26 February at 5.30pm to be held at Storeys Field, Eddington.

8.9 For information – Woodland Trust Community Tree Pack offering free trees for schools and communities – applications to be made by August 2026

8.10 To agree and confirm the location of dog waste bin for SCDC

The location of the dog waste bin was agreed. **Action** – Cllr Aldersley to provide the clerk with What3Words for the agreed location.

8.11 For information – Parish and Town Council elections confirmed for 7th May 2026 – nominations papers to be delivered by hand between 30th March 2026 and 9th April 2026

Action – Clerk to forward the email to Les for him to circulate to the residents via email.

9. Allotments

9.1 To discuss a direct mail to allotment holders to invite them to the allotment WhatsApp group and obtain feedback on setting up an allotment association

This matter was raised by Cllr Wright. He suggested the clerk sends an email to all allotment plot holders to encourage them to join the dedicated WhatsApp group, and to invite them to a meeting to move the previous agenda forward and collate questions for Cllr Wright to take to his training sessions in March. An allotment association should be set up by the plot holders.

9.2 Cllr Wright to attend the National Allotment Society – Allotment Officers Forum on 9th March 2026 to discuss any matters for Cllr Wright to put forward during the forum

9.3 Cllr Wright to attend allotment training course with the National Allotment Society arranged through CAPALC on 19th & 26th March 2026

9.4 To discuss instructing contractor to carry our pest fencing works at the allotments following a successful application for the Allotment Improvement Grant through South Cambs District Council

Cllr Aldersley will instruct works to be carried out once it is confirmed that payment of the grant has been received.

10. Consultations

11. Finance and Policy

a. To accept account review to date and bank reconciliation

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

b. To advise of payments received between 1st January 2026 and 31st January 2026 – no payments received

c. Payments made between 1st January 2026 and 31st January 2026

- i. **Vision ICT – Email hosting for Cllr Wright - £12.00**
- ii. **Reimbursement to clerk for Microsoft 365 subscription - £59.99**
- iii. **Staff Costs – Period 9 & 10 - £939.95**
- iv. **HMRC – Clerks Tax and NI - £77.47**
- v. **Unity Trust Bank – Bank Service Charge for December 25 - £6.00**

d. Payments to hand and scheduled payments

- i. **CAPALC – Cllr Wright Allotment Training Sessions - £70.00**

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

e. For information – reduction in Unity Trust Savings Account interest from 2.10% (gross rate) to 1.95% (gross rate)

f. To discuss and appoint Internal Auditor for 2025/26

RESOLVED (Prop Cllr Granger, 2nd Cllr Pyle, unanimous) to instruct LGS Services for the internal audit for 2025/26.

g. For information – S137 expenditure limit increase for 2026/27 for £11.60 per elector

h. Update on adding Cllr Baqir to the Unity Trust bank account

Cllr Al-Baqir to provide ID to add her as signatory to the bank account.

12. 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.

13. Date and time of next meeting – Tuesday 10th March 2026 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

Meeting closed at 8.39pm

Signed.....Chair

Date.....

