

**Draft until signed**  
**Minutes of Dry Drayton Parish Council (DDPC) Meeting**  
**Tuesday 10<sup>th</sup> March 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), 6 members of the public

**1. To Accept Apologies for Absence**

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

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

Cllr Houlihane declared a non-pecuniary interest in Item 7 a) i) Applications received for consideration, 26/00584/HFUL & 26/00585/LBC – 2 Old Rectory Drive, Dry Drayton due to being a neighbour of this property.

**3. To Agree to hold a Public Forum**

The Chair opened the Public Forum at 7.01pm.

A member of the public commented on the draft minutes from 10<sup>th</sup> February 2026. They raised that their recollection around October/November time was that Cllr Aldersley had suggested that they go ahead and make an application for Six Free Trees on behalf of the parish council. It was also suggested by the public that the mention of PX Farms was removed from the draft minutes. There appeared to be some confusion as the member of the public did not realise that the parish council had contacted SCDC and put a second application in. Cllr Aldersley stated that the minutes do accurately reflect what was discussed and there were no further comments from the parish council.

A member of the public commented that they are delighted to know that the Old Rectory had been purchased and that the planning application (Item 7. a) i)) is for renovation and restoration of the property, following 30 years of neglect. They mentioned a few comments to the parish council and property owner who was in attendance. Firstly, they hoped that the owners will take steps to mitigate noise and disturbance during works. Secondly, they raised that vegetation from the Old Rectory had also been neglected and impinged onto the footpath, and they hoped that the vegetation will be cut back to allow people to walk along that section of the footpath. Cllr Aldersley confirmed that the parish council would consider the point made in relation to traffic management when considering their comments to planning.

Cllr Stobart and Cllr Garvie confirmed that as District Councillors they would reiterate the comments to planning at the district council in relation to this matter. The new owners of the Old Rectory were also in attendance and confirmed that they want to restore the property and are happy to deal with the overgrown vegetation. It will take time, but they will address the concerns raised.

The Chair closed the Public Forum at 7.12pm

**4. To Approve the Minutes of Meeting held on Tuesday 10<sup>th</sup> February 2026**

RESOLVED (Prop Cllr Pyle, 2nd Cllr Granger, unanimous) that the minutes of the meeting on 10<sup>th</sup> February 2026 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 contacted the Public Rights of Way Officer but not yet received a response.

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

It was confirmed that a resident has been advised that this matter has been earmarked for works and Cllr Murphy queried this after the last meeting and is awaiting an answer.

Cllr Wright attended a meeting with Highways, and they advised that they are very constrained with resources at present. Highways did confirm that the roundabout going towards the school is on the list to be resurfaced. Also, a stretch of 50 metres of road is earmarked for resurfacing including the dangerous subsided manhole cover, south of the High Street roundabout and adjacent to Oak Crescent.

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

Cllr Stobart advised that an external consultant is to take this forward. There is a programme whereby traffic modelling will be carried out, and it is expected that they will come back in late spring to the parish council with an update on this project. Cllr Aldersley questioned that if the team approved an NMU and it was ready for next year it would be fundamental to know where the funding would come from and whether funds would be available. Cllr Granger also raised that the A14 logistics hub would surely impact a traffic survey. Cllr Stobart stated that a big picture must be considered and as far as he is aware the funding for the project would not be part of the C2C scheme.

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

Cllr Stobart is to chase Cllr Murphy in relation to this matter.

**5.4 Update on LHI application for 2026/27 for additional parking and a crossing (SCA)**

Cllr Aldersley confirmed that this application was submitted.

**5.5 Update on adding the Black Horse pub to SCDC Asset of Community Value Register (SEM)**

The clerk advised that she has still not received a response.

**5.6 Update on commencement date for 2024/25 LHI application (SCA)**

This relates to parking restrictions at school and there is no update yet.

**5.7 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 has received no update from the village hall. The councillors believe this is due to there being a change in Chair for the village hall management committee. **Action** – Cllr Aldersley to send the clerk contact details for the new chair.

**5.8 Update on installation by SCDC of dog waste bin for Park Lane**

The councillors confirmed that the new refuse bin has now been installed on Park Lane. **Action** – Clerk is to check if the bin is being emptied fortnightly and if not to instruct SCDC to move the emptying to fortnightly, and also chase for the invoice for the bin.

**5.9 Update in relation to streetlighting for 'The Drift' inc. S106 monies and grant funding sources (RS & EM)**

Cllr Stobart confirmed that following discussions it is not believed that S106 monies would cover this project as they are allocated for traffic calming. Cllr Stobart has suggested to the county council that this project be added to the county's list of projects that they could pursue. Cllr Aldersley is to ensure that Bar Hill Parish Council are copied into emails in relation to this matter.

**5.10 Update on ZCC application for solar powered streetlighting including update on obtaining a quote from Suffolk Streetlighting for completing the admin work for a Section 171 licence (JG)**

Cllr Granger advised that the latest update at the February meeting was that Suffolk Streetlighting Lighting had agreed to complete the licence application. However, on the 16<sup>th</sup> of February 2026 they were still looking at costs to complete an application, and these would be in the region of £1K plus. Cllr Granger checked with the Zero Carbon

Communities team, and they would not cover any extra monies for this purpose. **Action** – Cllr Granger to copy Cllr Stobart into emails sent and Cllr Stobart will chase Michael Johanson in relation to this matter.

**6. To Accept a Report from County and District Councillors**

Reports were accepted and can be viewed at [www.drydraytonpc.org.uk](http://www.drydraytonpc.org.uk).

Cllr Stobart advised that he would arrange contact with Peter Freeman at the Cambridge Growth Company Team.

**7. To Discuss Planning Matters**

**a. Applications received for consideration**

- i. **26/00584/HFUL & 26/00585/LBC – 2 Old Rectory Drive, Dry Drayton - Replacement of all existing roof coverings across the property, including both pitched and flat roofs. New flat roof over the Winter Garden and rebuilding of external wall. Structural repairs to window lintels and localised brickwork repairs. Internal alterations within the Winter Garden area to facilitate the proposed reconfiguration of the space. New timber sash windows and French doors to the Winter Garden following the rebuilding works – comments by 25<sup>th</sup> March 2026**

RESOLVED (Prop Cllr Aldersley, 2nd Cllr Granger, unanimous) that the councillors were in support of this application. However, they did request that traffic management was considered as part of this proposal.

**b. Decisions received from South Cambs District Council**

- i. **25/04940/HFUL - 11 Scotland Road Dry Drayton - 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 – application permitted**

**8. Matters for discussion/correspondence received**

**8.1 For information - Bourn Airfield – Update and Introduction from the JV Partnership**

**8.2 To review and agree to a letter for St Giles Cricket Club application to South Cambs District Council community chest grant and Mick George grant bid**

RESOLVED (Prop Cllr Aldersley, 2nd Cllr Pyle, unanimous) to provide letters of support to St Giles Cricket Club for their grant applications.

**8.3 For information - the Empty Homes Officer at South Cambs District Council has reported that 2 Rectory Drive has been sold**

**8.4 Email received from resident of Madingley to County Councillor with copy sent to Cllr Aldersley in relation to urgent highways repairs of the road required along Church Lane in Madingley**

Cllr Aldersley agrees that the road is in a bad state of repair and has highlighted issues that would affect Dry Drayton if works were to be carried out and the road closed.

**8.5 Update from Cllr Murphy in relation to permission for planting of small leaved lime on A1307 roundabout following an application to the tree grant scheme at SCDC**

Cllr Wright has the tree ready to be planted, however Highways have sent Cllr Wright an application form to complete to obtain a licence before the tree can be planted. There are also costs involved for the licence, therefore the councillors agreed with a resident present at the meeting that they should check with the village church if the tree can be planted as soon as possible in their grounds.

**8.6 For information - Prospective Councillor Information Session arranged by CAPALC online for Wednesday 18<sup>th</sup> March 2026 between 7pm – 8pm**

**8.7 To discuss Rural Exception Sites for the parish**

Cllr Aldersley has found out that two housing needs surveys have previously been carried out for Dry Drayton by Cambs ACRE in 2009 and 2014 and since the latest survey 24 houses have been built in the village. Cllr Stobart advised that the idea behind Rural Exception Sites is to meet local housing needs, e.g. whether there is anyone on the list for housing or people who cannot get housing but would like to live in the village. **Action**

– Cllr Stobart to investigate with the housing team at SCDC if anyone is on the housing list for Dry Drayton.

## 9. Allotments

### 9.1 Update on allotment plot holders joining the WhatsApp group and any feedback received in relation to setting up an allotment association

Cllr Wright advised that no feedback has yet been received as the allotment meeting will take place on 18<sup>th</sup> March 2026 with plot holders. Cllr Wright believes that everyone that wants to be in the WhatsApp group is now included.

### 9.2 Update from Cllr Wright of matters raised and discussed at the National Allotment Society Forum on 9<sup>th</sup> March 2026

Cllr Wright will share information received from the forum with the allotment holders. Cllr Wright confirmed with the councillors that the agreement currently in place is a model document from the National Allotment Society (NAS), the councillors confirmed it was. Security on site is to be considered, and a combination lock was suggested. **Action** – Clerk to send Cllr Wright details for signing into the NAS website.

### 9.3 For information – meeting arranged by Cllr Wright for allotment holders on 18<sup>th</sup> March 2026 to discuss ongoing matters in relation to the allotments

### 9.4 Update on instructing the contractor to carry out pest fencing works at the allotments

Cllr Aldersley is to instruct the contractor in the next few days, and Cllr Wright is to liaise with the contractor to carry out the works.

## 10. Consultations

### 10.1 Consultation on Proposals for Local Government Reorganisation in Cambridgeshire and Peterborough (4 proposals submitted) – open from 5<sup>th</sup> February 2026 to 26<sup>th</sup> March 2026

The councillors agreed they had no further comments to make.

### 10.2 Greater Cambridge: Community Infrastructure Levy Draft Charging Schedule Consultation – closes 29<sup>th</sup> March 2026

The councillors agreed that they had no comments to make.

### 10.3 For information - Darwin Green Phases 2/3 Community Consultation (Outline permission ref: 22/02528/OUT) design code, the Infrastructure Reserved Matters application, and the Country Park Reserved Matters application

## 11. Finance and Policy

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

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

### b. To advise of payments received between 1<sup>st</sup> February 2026 and 28<sup>th</sup> February 2026

- i. Dry Drayton Village Hall – Reimbursement of payment made in error - £27.00
- ii. Allotment Rental Fee and Water Charge for one half plot - £20.00
- iii. SSE – Refund of credit note for overpayment on streetlighting energy - £1,175.68
- iv. South Cambs District Council – Allotment Improvement Grant Monies - £5,720.00

### c. Payments made between 1<sup>st</sup> February 2026 and 28<sup>th</sup> February 2026

- i. Staff Costs – Period 10 & 11 - £926.75
- ii. Pristine Windows – Bus Shelter Cleaning for 13<sup>th</sup> February 2026 - £135.00
- iii. HMRC – Staff Tax/NI for Period 11 - £77.67
- iv. Dry Drayton Village Hall – Hall Hire for 10<sup>th</sup> March 2026 - £27.00
- v. Unity Trust Bank – Service Charge for January 2026 - £6.00

### d. Payments to hand and scheduled payments

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

- i. Scheduled for 26<sup>th</sup> March – CAPALC – New Councillor training for Cllr Wright - £75.00

**ii. Dry Drayton Village Hall – Hall Hire for Allotment Meeting on 18<sup>th</sup> March 2026  
- £18.00**

**e. Cllr Baqir to provide ID to add her as a signatory to the Unity Trust bank account**

The clerk advised that she is still awaiting ID from Cllr Baqir.

**f. For information – Correspondence received from Suffolk Streetlighting for annual cost for 2026/27 for streetlighting energy**

**g. To discuss mandatory Code of Conduct training for councillors in June 2026**

Cllr Aldersley, Cllr Granger, Cllr Pyle and Cllr Wright will all attend Code of Conduct Training on 10<sup>th</sup> June 2026 at 11 am.

**12. To accept notices and matter for the next agenda**

**13. Date and time of next meeting – Tuesday 14<sup>th</sup> April 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.

**14. Update on completing redeclaration of staff pension with the Pension Regulator and arranging a date for clerk’s annual appraisal**

See confidential minutes.

Meeting closed at 8.32pm

Signed.....Chair

Date.....

