

Draft until signed
Minutes of Dry Drayton Parish Council (DDPC) Meeting
Tuesday 14th July 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 N Hawkes (Councillor), Cllr E Pyle (Vice-Chair), Cllr C Wright (Councillor)

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

Attending: Cllr C Garvie (District Councillor), 1 member of the public

1. To Accept Apologies for Absence

Apology of absence accepted for Cllr Houlihan - absent due to personal commitments. Cllr Stobart (District 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

No matters were raised by the public.

4. To consider applications and co-option for one ordinary vacancy and discuss advertising the vacancy

Action – Cllr Aldersley to publish the vacancy in the next parish newsletter.

5. To Approve the Minutes of Meetings held on Thursday 9th June 2026

RESOLVED ^(Prop Cllr Pyle, 2nd Cllr Granger unanimous) that the minutes of the meeting held on 9th June 2026 be signed by the chair as a true and accurate record of the meeting.

6. Matters Arising from the Minutes, Report of any actions, Resolutions from last meeting & ongoing matters

6.1 Update on outstanding Highways issues (EM) including:

6.1.1 Update on funding private contractor works for the broken handrail on the footpath (works would not include reinstatement of the steps) (SCA)

Cllr Aldersley confirmed that he contacted the Public Rights of Way Officer to see if they would reimburse costs for the private contractor works, He was advised that all works must be carried out through MGroup for Highways to pay. The councillors agreed that following agreement at the last parish council meeting Cllr Aldersley should instruct the private contractor to carry out works as soon as possible. The Public Rights of Way Officer confirmed to Cllr Aldersley that works for the plainings and hedges at the site was on a list of works to be carried by MGroup.

6.1.2 Update on meeting with Cllr Murphy in relation to why a Report IT log for condition of the dangerous and narrow footpath on Oakington Road has been flagged as closed despite injuries to residents from traffic

Cllr Aldersley believes that a meeting is required by Cllr. Murphy with Joshua Rutherford at Highways to discuss this matter.

6.1.3 Update on query of purchase of a new MVAS through the Highways team via an LHI application

Cllr Aldersley requested that Cllr Garvie take this as an action point to Cllr Murphy. He confirmed that the parish council are prepared to purchase new MVAS outright once approval of the poles has been received.

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

There was no update on this matter.

6.3 Investigate with SCDC names on housing list for Dry Drayton (RS)

There was no update on this matter.

- 6.4 To investigate grant schemes for Dry Drayton Village Hall including the Zero Carbon Communities grant and solar panel incentives (RS) and compose email to assist with application (SCA)**
Cllr Aldersley confirmed that he had forwarded information to Dry Drayton Village Hall Management Committee and they have contacted Cllr Stobart to see what grants and support maybe available to them. However the roof of the village hall will not support any solar panels.
- 6.5 Update on another resident taking over checking and maintenance of the defibrillator from the current designated person (SCA)**
The clerk confirmed that as requested by the current designated person new defib pads were ordered and delivered. Cllr Aldersley to follow up this matter.
- 6.6 Update in relation to streetlighting for 'The Drift' and grant funding sources (CG)**
Cllr Garvie wondered if a larger poll could be carried out in the parish for feedback for this matter. **Action** – Cllr Aldersley to put a request for feedback into the next newsletter.
- 6.7 Update on ZCC application for solar powered streetlighting including a Section 171 licence (JG)**
Cllr Granger advised that at the end of June Ady at Suffolk Streetlighting advised that works had been carried out, works have not been carried out, and it is believed that there is a misunderstanding. Cllr Granger has continued to attempt contact since the end of June with no response. It was agreed that the project would not be progressed further.
- 6.8 Raise issue of increase in dog waste on paths in village newsletter (SCA)**
Cllr Aldersley to post this matter in the next parish newsletter.
- 6.9 Update from Speedwatch for obtaining confirmation that the poles for MVAS are safe and secure for mounting and obtaining a new circuit board (SCA)**
There is no update, Cllr Aldersley to chase this matter.
- 6.10 Update on bi-weekly emptying by SCDC of the bin at the High Street bus stop (SEM)**
The clerk confirmed that she has instructed a bi-weekly empty and is to chase SCDC to check bins are being emptied on this basis.
- 7. To Accept a Report from County and District Councillors**
See www.drydraytonpc.org.uk for reports.
- 8. To Discuss Planning Matters**
- a. Applications received for consideration – no applications received
 - b. Decisions received from South Cambs District Council – no decisions received
 - The following was received after the agenda was produced – 26/01961/FUL - Land to The South of the corner of Scotland Road and Park Street Dry Drayton - Installation of a field access gate and associated crossover on Scotland Road – application permitted
- 9. Matters for discussion/correspondence received**
- 9.1 For information – SCDC Licensing Team – New Street Trader Consent for Ice Cream Traders – must request written consent from parishes they wish to trade in**
Action – Cllr Garvie to confirm with SCDC if consent is retrospective.
- 9.2 To discuss - Funding Opportunity - Cambridgeshire County Council Public Health Inclusion Health Seed Funding Opportunity – Applications by 14th August 2026**
Action – Clerk to send this information to Les for email circulation.
- 9.3 To discuss SCDC – ZCC Grant 2026 – open for application until 24th July 2026**
The councillors confirmed that there are no projects for an application.
- 9.4 To discuss Cambridge 25 employment park – Outline Planning Application submission**
The councillors agreed and RESOLVED (Prop Cllr Aldersley, 2nd Cllr Granger, unanimous) that the feedback for this application should reflect comments submitted previously in relation to the Local Plan. **Action** – Clerk to submit Local Plan comments and Cllr Aldersley and Cllr Granger to feedback comments to the A14 forum.
- 9.5 For information – Email from Cambridgeshire County Council - Blood pressure monitor loans from the library**

10. Allotments

10.1 To provide an update on any matters in relation to the allotments

Discussed under items below.

10.2 To review draft tenancy agreement – Cllr Wright to provide feedback of the draft from the National Allotment Society

Cllr Wright explained that the current tenancy agreement has not yet been updated and that feedback from plot holders has been limited. The councillors raised the importance of a legally binding tenancy agreement; it was agreed that this will be what is required moving forward and not just a set of rules. It was unanimously agreed by the councillors that the current agreement should be sent out for this year. Then DDPC over the next 6-9 months will review the current agreement with allotment holders and the National Allotment Society to produce a legal agreement which is satisfactory to DDPC and the allotment holders. Cllr Wright will open a process of communication with the plot holders over the next 6 months to help shape the agreement for next year, as feedback will be required from plot holders.

10.3 To advise of end of tenancy for current plot holder from end of September 2026 and waiting list

The clerk confirmed that there are currently two vacant half plots and there will be one vacant half plot on 1st October 2026. A resident has requested the October plot and two non-residents on our waiting list would like the other two. **Action** – Clerk to send out tenancy agreements and invoices (14 months for non-residents taking the current vacant plots).

10.4 To discuss email from allotment holder in relation to opening an additional account for holding of allotment credits and debits

The councillors agreed that they do not believe an additional account is required.

10.5 Update on allocation of the strimmer and to discuss and review strimmer training manual and user declaration form

Cllr Wright highlighted the need to discuss the future of the strimmer. It currently does not have a home and there are no volunteers to use it. **Action** – To contact Brookfield to visit the allotment with Cllr Wright to obtain a quote for brush cutting of the allotment. Cllr Wright to enquire as to costs to hire a brush cutter that volunteers can use.

11. Consultations

11.1 Greater Cambridge Shared Planning - new Local Validation Checklist – comments by 28th July 2026

The councillors agreed that no comments are to be made.

11.2 The Cambridgeshire and Peterborough Combined Authority - Bus Network Review Engagement – comments by 28th July 2026

Action – Send to Les for circulation on the village email.

12. Finance and Policy

a. To accept account review to date and bank reconciliation

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

b. To advise of payments received between 1st June 2026 – 30th June 2026

i. Unity Trust Savings Account – Credit Interest - £327.83

c. Payments made between 1st June 2026 to 30th June 2026

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

ii. Dry Drayton Village Hall – Hall Hire for 14th July 2026 - £27.00

iii. Bank Service Charge – May 2026 - £7.00

iv. Staff Costs - £1,063.51

d. Payments to hand and scheduled payments

RESOLVED (Prop Cllr Pyle, 2nd Cllr Granger, unanimous) that all payments to hand are paid. Councillors to authorise online payments.

i. Health-Care Equipment & Supplies – 2 x defibrillator pads - £158.40

ii. **SCDC – Uncontested Election Fees for 7 seats - £105.00**

Invoices received after the agenda was produced

iii. **LGS Services – Internal Annual Audit Fee - £204.00**

iv. **Pristine Windows – Bus Shelter Cleaning on 14th July 2026 - £135.00**

v. **Staff Costs - £985.51**

e. **To discuss annual renewal of Cambs Acre membership for 2026-27 - £74.50**

RESOLVED (Prop Cllr Aldersley, 2nd Cllr Pyle, unanimous) to renew annual membership with Cambs Acre for 2026/27.

f. **To discuss adding Cllr Wright and Cllr Hawkes as signatories to the bank account**

RESOLVED (Prop Cllr Aldersley, 2nd Cllr Pyle, unanimous) to add Cllr Wright and Cllr Hawkes as signatories to the Unity Trust bank account. **Action** – Clerk to send requirements for being a bank signatory to the councillors.

13. To accept notices and matter for the next agenda

14. Date and time of next meeting – Tuesday 8th September 2026 at 7.00pm 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 to be discussed that exclude the public and press

Meeting closed at 8.07pm

Signed.....Chair

Date.....

Appendix 1

DRY DRAYTON PARISH COUNCIL
June 2026 Bank Reconciliation

	£
Unity Trust Current Account on 30 th April 2026	£2,265.05
Unity Trust Instant Access account 30 th April 2026	£72,679.06
Total:	£74,944.11
<u>Less</u> payments presented from 1 st June 2026 to 30 th June 2026 <i>5 online payments, 1 direct debit, 1 standing order, 1 bank fee</i>	£1,457.51
<u>Plus</u> , receipts presented from 1 st June 2026 to 30 th June 2026 <i>No receipts and 1 interest payment received</i>	£327.83
Closing Unity Trust Current account on 30 th June 2026	£1,807.54
Closing Unity Trust Savings account on 30 th June 2026	£72,006.89
Total:	£73,814.43
<u>Less outstanding payments not yet subtracted</u>	
Balance carried forward on 30th June 2026	£ 73,814.43
<u>Notes:</u> As of March 2026, outstanding Section 106 monies to be spent:	
Traffic Calming - £45,125.00 (held by Highways)	

Sarah Etherington-Meech

RFO

10th July 2026