Draft until signed

Minutes of Dry Drayton Parish Council (DDPC) Meeting held on Tuesday 13th October 2026 at 7.00pm, held 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 T Mason (Councillor)**

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

Attending: **Cllr C Garvie (District Councillor), Cllr E Murphy (County Councillor), no members of the public were in attendance**

1. **To Accept Apologises for Absence**
   Apology accepted from Cllr Pyle who was absent due to another commitment.
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 in attendance.
4. **To note the resignation of Cllr Houlihane and Cllr Wright and advise of the end of the Notice of Vacancy on 20th October 2026**
   Resignations were noted and co-option is to be considered at the next meeting depending on the outcome of the Notice of Vacancies.
5. **To Approve the Minutes of Meetings held on Thursday 10th September 2026**
   RESOLVED (Prop Cllr Granger, 2nd Cllr Hawkes, unanimous) that the minutes of the meeting held on Thursday 10th September 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 private contractor works for the broken handrail on the footpath (SCA)**
       Cllr Aldersley confirmed that the works have now been completed and the invoice paid.
     - **6.1.2 Update on Cllr Murphy meeting with Joshua Rutherford at Highways in relation to the condition of the dangerous and narrow footpath on Oakington Road that has caused injuries to residents from traffic – update from Cllr Stobart on progressing this matter with Cllr Murphy**
       Cllr Murphy advised that she has not yet met up with Joshua Rutherford but has just attending a meeting and will update DDPC accordingly.
     - **6.1.3 Update on query of purchase of a new MVAS through the Highways team via an LHI application**
       Cllr Aldersley advised that purchase of the MVAS would not be through an LHI application, there is another scheme that maybe available together with the use of reserves. However, before any MVAS can be purchased we need places to mount them, and this matter is still being investigated with Highways.
   - **6.2 Update on traffic modelling for Scotland Rd travel hub and proposed link for an NMU (RS/EM)**
     Cllr Murphy had an update from Cllr Stobart that the Greater Cambridge Partnership (GCP) was moving forward with C2C. They are aiming to have a public consultation in the new year and they will brief parish councils and landowners. The councillors raised concerns in relation to funding and Cllr Murphy highlighted that until there are actual costings it is difficult to know where funding will come from.
   - **6.3 To confirm with SCDC as to whether new Street Trader Consent is retrospective for Ice Cream Traders (CG)**
     Cllr Garvie confirmed that consent is not retrospective.

6.4 Update on another resident taking over checking and maintenance of the defibrillator from the current designated person (SCA)
There was no update or feedback, Cllr Aldersley to chase.

6.5 Update in relation to streetlighting for 'The Drift' and grant funding sources and to put a poll in the next village newsletter (CG/SCA)
Cllr Aldersley confirmed that he would include this in the Christmas newsletter.

6.6 Update on ZCC application for solar powered streetlighting including a Section 171 licence (RS/JG)
Cllr Garvie advised that Liz Watts at South Cambs District Council has allocated someone to investigate this matter.

6.7 Raise issue if increase in dog waste on paths in village newsletter (SCA)
This has been actioned, remove from agenda.

6.8 Update from Speedwatch for obtaining confirmation that the poles for MVAS are safe and secure for mounting and obtaining a new circuit board (SCA)
Ongoing issue.

6.9 Update on 2026/27 LHI Application (SCA)
Cllr Aldersley confirmed that the 2026/27 application was one of four complex LHI applications that went to committee last Tuesday and we are hoping for a good outcome as our project was above the redline.

7. To Accept a Report from County and District Councillors
See www.drydraytonpc.org.uk for County and District Councillor reports

8. To Discuss Planning Matters

a. **Applications received for consideration**

i. **26/03593/FUL – Scotland Farm, Scotland Road, Dry Drayton CB23 8AU – Change of use of the remaining floorspace within the agribusiness stores to storage and distribution (Use Class B8) – comments by 28th October 2026**
RESOLVED (Prop Cllr Aldersley, 2nd Cllr Hawkes, unanimous) that no comment is to be made for this application.

ii. **26/03409/LBC – 2 Old Rectory Drive, Dry Drayton CB23 8BU – Remove chimney stack above roof level and structural underpinning works – comments by 14th October 2026**
RESOLVED (Prop Cllr Aldersley, 2nd Cllr Granger, unanimous) to support this application with a comment that DDPC would like to know if the chimney stack will be reinstated to retain the original look of the property especially as it a listed building.

iii. **26/03437/PRIOR – Rectory Farm, Scotland Road, Dry Drayton CB23 8AS – Change of use and conversion of existing red brick barns to 4 Dwellinghouses (Class C3) – comments to be submitted asap**
RESOLVED (Prop Cllr Aldersley, 2nd Cllr Harris, unanimous) to support this application with the caveat that there is a traffic management plan in place as this site must exit out onto a busy road.

iv. **For information only – 26/0932/TTCA – The Coach House, Scotland Road, Dry Drayton, CB23 8BX – Tree works**

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

i. **26/02947/SCRE – Street Record St Neots Road, Hardwick – EIA Screening Opinion for up to 138 dwellings – EIA Screening not required**

ii. **26/02949/HFUL - 14 Pettitts Close Dry Drayton Cambridgeshire CB23 8DQ – First Floor Side Extension – Application Permitted**

iii. **26/00585/CONDA - 2 Old Rectory Drive Dry Drayton Cambridgeshire CB23 8BU - Submission of details required by conditions 3 (roofs), 4 (windows scale of 1:20), 6 (rainwater goods), 7 (timber framing scale of 1:20), 8 (timber frame members) and 9 (schedule of works) of Listed Building consent 26/00585/LBC – Split decision**

9. Matters for discussion/correspondence received

9.1 To discuss the Asset of Community Value application made to South Cambs District Council for the Black Horse pub in Dry Drayton

Cllr Aldersley highlighted that this item has previously been discussed by the parish council. However, he highlighted that information provided in relation to this was incorrect and nomination can be made before the property goes up for sale. Residents have been discussing this matter of protecting this asset. A number of residents have expressed their concerns about its future. Cllr Aldersley has applied as a resident and it was RESOLVED (Prop Cllr Aldersley, 2nd Cllr Granger, unanimous) that DDPC are happy to support this application.

9.2 To discuss contacting Cambs ACRE in relation to completing a Housing Needs Survey

Action – *Clerk to contact Cambs Acre to ask for them to come to a parish council meeting to explain what is involved in completing a Housing Needs Survey. Cllr Garvie to enquire with SCDC as to who the landowner is with a rural exemption site in the parish.*

9.3 For information - Parish Council notification of pre-application developer briefing going to Planning Committee meeting regarding Tritax Park Queens' Cambridge - Land North of A14, J25, Bar Hill

9.4 To discuss letter sent from Madingley Parish Council for consideration and liaising with them to request the information they hold in relation to the HGV route map

It was advised that Madingley Parish Council (MPC) sent a draft letter suggesting that DDPC and MPC join forces to increase the area for restricting HGVs. Councillors agreed that they were happy for Cllr Alderlsey to add DDPC comments on HGVs which will then be sent to Cllr Murphy and Chris Morris who can push this forward to Cambridgeshire County Council.

9.5 To discuss obtaining the location of trees blocking the bus stop

Cllr Alderlsey will liaise with the resident who raised this matter.

9.6 For information - National Scheme of Delegation - Changes to Town & Parish Roles RE: Planning Committee

9.7 Following approval of the Cambridge to Cambourne (C2C) Busway Cllr Murphy is requesting details of problems and agreed proposals for what is needed to address them

Cllr Aldersley confirmed the issues remain the same as previously raised – traffic calming, issues with NMUs being provided for the village (there is a need for two), access to the travel hub, NMU to link the A1307 to the proposed travel hub. Cllr Aldersley is to liaise with MPC in relation to this matter.

9.8 To discuss Six Free Trees Scheme opening with applications by 31st October 2026

The councillors agreed that they have applied previously and there is no suitable location for more trees at the present time.

9.10 For information - Government announcement that a review of Local Government Reorganisation is to take place – decision for Cambridgeshire and Peterborough paused whilst the review is carried out.

9.11 To discuss excessive phone cable lines overhead (Cllr Mason)

Councillors confirmed that this would be a matter for Open Reach.

10. Allotments

10.1 To provide an update on any matters in relation to the allotments including issuing of tenancy agreements and invoices

Action – *Cllr Alderlsey to draft reasoning as to why the existing agreement was sent out again for 2026/27.*

10.2 To contact Brookfield Groundcare to obtain a quote for brush cutting at the allotment and enquire as to comparative costs for hiring a brush cutter that volunteers can use

As Cllr Wright has now resigned from the parish council this matter has not been actioned. It is to be arranged for someone to meet Brookfield Groundcare at the allotments to obtain a quote for brush cutting.

10.3 To arrange for someone to meet contractor at the allotments to discuss erection pest control fencing

The contractor has visited the site, and Cllr Aldersley is investigating and confirming the boundaries ahead of works being completed.

11. **Consultations**
12. **Finance and Policy**
    a. **To accept account review to date and bank reconciliation**
    b. **To advise of payments received between 1st September 2026 to 30th September 2026**
        i. **Unity Trust Bank – Interest payment for July 26 – September 26 - £338.11**
        ii. **Allotment rental & water rates – 7 half plots - £140.00**
    c. **Payments made between 1st September 2026 to 30th September 2026**
        i. **Staff Costs – £1,068.25**
        ii. **Information Commissioners Office (ICO) – Annual Renewal - £47.00**
        iii. **VisionICT – Hosted email account for Cllr Hawkes - £22.00**
        iv. **Sylvia Newman Garden Design – Deposit payment for pest control fencing allotments - £3,432.00**
        v. **SLCC – Clerks Annual Membership Renewal - £132.00**
        vi. **PKF Littlejohn LLP – External Audit Fee for 2025/26 - £252.00**
        vii. **Zurich Insurance – Annual Insurance Renewal - £396.00**
    d. **Payments to hand and scheduled payments**

        RESOLVED (Prop Cllr Aldersley, 2nd Cllr Granger, unanimous) that all payments to hand are paid. Councillors to authorise online payments.
        i. **Brookfield Groundcare – Grass Cut 6 of 10 - £360.00 (paid on 01/10/26)**
        ii. **CAPALC – Training Invoice for Cllr Pyle - £45.00 (due to be paid on 09/10/26)**
        iii. **Pristine Windows – Bus Shelter Cleaning for 1st October 2026 - £135.00**
        iv. **Percheron Agricultural Services – Supply & Install of handrail on footpath - £444.00**
    e. **To discuss changes required to signatories for the Unity Trust bank account**

        The clerk confirmed that an application to add Cllr Hawkes as a signatory and to remove Cllr Houlihane from the account has been sent to Unity Trust Bank. The councillors agreed that Cllr Mason is to be added as a signatory to the account also.
13. **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.
14. **Date and time of next meeting –** Tuesday 10th November 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 that exclude the public and press

Meeting closed at 8.26pm

Signed.....Chair

Date.....

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