

Draft until signed

**Minutes of Dry Drayton Parish Council (DDPC) Meeting
Tuesday 12th February 2019 at 8pm (postponed by 25 minutes to 8.25pm), Dry Drayton Village Hall**

- Present:** R Stamford (RS) (Chairman), D Wyatt (DW) (Vice Chairman), F Northrop (FN) (Councillor), E Pyle (EP) (Councillor)
- Attending:** S Etherington-Meech (SEM) (Clerk/RFO), Cllr L Harford (LH) (County Councillor), Cllr D DeLacey (DD) (District Councillor), Cllr T Bygott (TB) (District Councillor), Ian Dewar (ID) (CEO – CAPALC), F Peck (FP) (public/potential councillor), S Lander (SL) (public/potential councillor), 8 members of the public
- 19/02/1 Election of Chairperson**
This item was deferred
- 19/02/2 Apologies for absence**
No apologies, resignation noted from Cllr Catherine Jenkinson-Dix.
- 19/02/3 Declarations of Interest and Dispensations**
None declared
- 19/02/4 Public Forum**
- a) **Liz Davy – North Patch Officer for South Cambridgeshire County Council** – Due to a full agenda clerk had deferred this item, clerk will rearrange.
RS advised the public that with a late start to the meeting and a full agenda there was limited time for discussions. Excessive traffic and driving through the village were raised as an issue including cars being placed on the green for sale. It was advised that a PCSO did visit on Monday morning and advised that no laws were being broken.
- 19/02/5 Minutes of meeting held on Tuesday 8th January 2019**
Signed by RS as a true and accurate copy of the meeting
- 19/02/6 County Councillor and District Councillor Reports**
TB discussed 3 items – firstly the new local plan for SCDC, secondly the East to West rail plans and finally the plan by the local council to increase council tax on empty homes. He also advised of 5 options of the Cambs railway which DD advised Dry Drayton Parish Council (DDPC) will be a big consultee.
DD – See Appendix 1
LH – See Appendix 2
- 19/02/7 Items for discussion**
- a) **Councillor vacancies**
RS advised of the resignation of Cllr Jenkinson-Dix and how after many years with DDPC he would like to resign in the very near future also. FN indicated that he would also be looking to resign shortly. For a full council DDPC requires 7 councillors so 4-5 new councillors are required for a full council. RS requested that whom ever is interested should provide SEM with their email address for full details to be sent. FP & SL both advised DDPC that they would like to become councillors.
 - b) **Cycleway – CCC unanimous vote to fund Dry Drayton’s cycle path - £5,000 additional funding required from DDPC – see Cllr Harford email re: s.106**
LH advised that S106 monies must be spent within a certain period otherwise the monies get paid back to the developer. S106 is no longer paid for developments of 10 houses or less. LH also mentioned that the Methodist chapel maybe available for purchase soon.

- c) **Roundabout naming**
RS advised that on 26th February 2019 he will be meeting with highways at the roundabout to discuss tree planting and hopefully assist naming of the roundabout. A member of the public raised a concern over trees obstructing views at the roundabout. One suggestion from the public was to use the roundabout for local advertising such as the Black Horse Pub, RS advised then becoming an asset for the parish and an income source with some discussion of up to £3,000 per annum from advertising. Five bells has been the only name suggestion submitted to the clerk.
- d) **Replacement bus shelter**
This is the shelter near Field View, RS advised that DDPC have previously decided they would not follow this through. The public advised that Speed Watch do still use it, however, FN advised that the secondary school do not use it. The bus shelter requires monies which RS advised could potentially be earmarked if felt necessary.
- e) **Reinstallation of street lights**
Three replacement streetlights had been proposed to be phased over three years because of their cost of £3k each. So far one has been re-instated on the High Street. Only one request was received by the council for a re-installation on Pettitt's Lane following a parish wide consultation. Council resolved to consider this request alongside other parish generated projects.
- f) **Mature Tree replacement sourcing for the village green**
£250.00 was approved at the last parish council meeting for the purchase of a replacement tree although it was not minuted, RS thinks it is important for the school to be involved in the planting of the new tree. RS proposed and all councillors agree to the purchase RESOLVED – the parish agreed that a Hornbeam tree would be the most suitable.
- g) **Madingley Parish Council LHI Application – Resident feedback**
The parish and DDPC feel the consultation should have come through sooner to DDPC. **Action** – Item to be placed on the next agenda for a response for Madingley Parish Council to be drafted.
- h) **GCP Phase 2 consultation – 2nd February – 31st March 2019**
Residents highlighted that they felt development activity was not on their side and that the Park & Ride consultation at Scotland Farm was indifferent. SEM advised that the GCP have arranged a public event to discuss the consultation on Tuesday 5th March between 17.00 and 18.30pm at Dry Drayton Village Hall. **Action** – SEM to invite GCP to carry out a presentation at the next parish council meeting.

19/02/8

Finance and Policy

- a) **Accounts review to date including account balances and reconciliation**
NS&I savings balance as of 1st January 2019 was £5,132.97 which includes interest of £36.96, The Cambridge Building Society Saver Account balance as of 31st December 2018 was £7,008.05 which includes £52.17 interest. The Lloyds treasurer account balance as of 17th January 2019 was £17,288.34. Clerk is producing a spreadsheet for the bank reconciliation.
- b) **Payments received – None**
- c) **Payments to hand**
- i. **Cambridge Water Business – Allotment water charges July 18 -Jan 19 - £57.29 – Paid** – This item has already been paid.
 - ii. **Clerks Salary (S Etherington-Meech) – 16th- 31st January 19 - £130.78** – RS proposed payment, all councillors agreed - RESOLVED. RS and FN signed cheque number 001165. *Local Government Act 1972, s. 112.*
 - iii. **S Etherington-Meech – Laptop Purchase Reimbursement - £488.00** – RS proposed payment, all councillors agreed – RESOLVED. RS and FN signed cheque number 001166. *Local Government (Financial Provisions) Act 1963, s.5.*

- iv. **A Cullum – Printing/copying reimbursement - £40.00** – RS proposed payment, all councillors agreed – RESOLVED. RS and FN signed cheque number 001167. *Local Government (Financial Provisions) Act 1963, s.5.*
- v. **Additional Payment** – HMRC – Clerks Tax - £26.00 – RS proposed payment, all councillors agreed – RESOLVED – RS and FN signed cheque number 001168. *Local Government 1972, s.112.*
- d) **Approval of updated asset register**
An up to date asset register was produced by the previous clerk which DDPC checked and RS signed and dated - RESOLVED
- e) **Clerks contract of employment/CILCA training**
SEM was sent a draft contract of employment from CAPALC which has been updated with correct details for DDPC. Contract was approved by DDPC and signed and dated by both RS and SEM – RESOLVED. The spring term for CILCA is due to start on 10th April 2019 which clerk is keen to pursue, RS proposed, and all councillors agreed for clerk to start her training for CILCA in April – RESOLVED.
Action – Clerk to contact CAPALC to book course
- f) **Change of address on all bank accounts**
SEM has printed up forms and letter for the address to be amended on the Lloyds bank account – DW and FN signed and dated the form and letter, clerk to send off. All other accounts to be reviewed as to change of address process.

19/02/9

Planning

- a) **Applications received for consideration**
 - i. **S/0405/19/FL – 5 Pettitts Lane CB23 8BT – First floor extension** – RS proposed agreement for this application together with a concern to be submitted with the application as to the height of the extension and requesting it is carried out sympathetically as it appears to be rather high. **Action** – SEM to submit comments to SCDC.
- b) **Decision received from SCDC**
 - i. **S/4554/17/OL – 65 Pettitts Lane, CB23 8BT – Approved details of reserved matters for 10 dwellings**
- c) **Planning application to the rear of 65 Pettitt’s Lane – road naming** – RS advised that a consultation was required for this which has occurred, and a limited number of names submitted by parishioners – Swifts Close, Orchard End, Orchard Close or Orchard Way. **Action** – Clerk to write to Felicity Buckle to advise that a consultation has taken place and advise of the names suggested.

19/02/10

Any other business for inclusion at the next meeting

19/02/11

Date and time of next meeting – Tuesday 12th March 2019 at 8pm

Meeting closed at 9.45pm

Appendix 1

Report from District Councillor Douglas de Lacey

7. 2. 2019

We began the Civic year on 9 January with a 200-page Cabinet agenda. Scrutiny Committee reported our concerns over the way our ICT services handled a major outage which lasted several days; a Task and Finish group will look at the underlying problems. Cabinet examined an Area Action Plan (AAP) for Cambridge Northern Fringe (CNF), which if proved sound will be, like the Local Plan, a major basis for our decisions on development. CNF is the land to the south of the A14 stretching from the Science Park to the new railway station. Assuming the water works can be relocated it would represent a major new development. We made a large number of suggested improvements, and the Plan now goes out for consultation. We then looked at our joint (City and SCDC) Statement of Community Involvement: a comprehensive statement of how we shall consult on our future plans. No surprises in the document, which itself is now out to consultation. A lot of stress is put on consultation with parishes; in the past the invitation to Parish Councils has not always been clear as to the significance of such meetings, and I hope for improvements here and much more Parish involvement. Finally we looked at monitoring of housing delivery, and were told that in future we shall also be presented with the City's results as we move towards a joint Local Plan. Because Government guidance has changed it was not possible to make much useful sense of the figures, though the Lead Member for Housing noted with concern the current time lag of up to a year for addressing issues raised.

Members have been given a preview of our new Customer Portal. While conceding that a primary purpose is to reduce pressure on staff, the presenters argued that it should actually enable 'customers' (you, dear reader!) to get the information they really need more quickly and easily than through the help-desk. I am innately sceptical about such claims but it does look well-designed; I'll report on progress.

Another massive agenda (405 pages) for Scrutiny on 22 January. A major item was a Supplementary Planning Document (SPD, one down from an AAP) for Waterbeach, and it was good to have immediate feedback -- albeit not precisely positive -- from two public speakers, the Chairman of the Waterbeach Parish Planning Committee and a representative of the Waterbeach Cycling Campaign. We were accused of designing the SPD around the current planning application which is largely true: given it was submitted before we had a Local Plan we had no option. The SPD makes the best of a bad job, or at least the job before us. We looked at a number of issues raised by the document, aware that it is not able to redefine policies, and must comply with the Local Plan. It now goes to Cabinet with our comments. We then scrutinised the draft budget and Cabinet's business plan, and it was really good to see Cabinet members (more than half sat through our 4+-hour meeting) taking notes and clearly taking our views on board. These also go to Cabinet.

Again there were no plans ready for the JDCC, but we had a useful update on our joint Housing Strategy whose goal is to provide housing but also to give greater choice for purchasers. We discussed the tension between affordability and sustainability, to which there is no solution. We then had a developer presentation on the hotel planned for Eddington. We challenged

(of course!) the parking provisions and were told that guest car parking must be booked with a room booking: this will allow proper allocation for electrical vehicles. There is an over-provision of 20% on cycle parking.

On 23 January we had an evening to celebrate staff achievement. Staff could nominate each other (and we could nominate staff) for 5 excellence awards: 'Star of 2018'; 'Community Champion'; 'Innovation Award'; 'Newcomer of the Year' and 'Team of the Year' -- I am delighted that the last went to our waste collection service team who had a particularly difficult year, weather-wise, in 2018. We offered a hog-roast (with suitable alternatives) and I believe that a good time was had by all.

On a more sombre note on 25 January I attended the funeral of former Councillor Edgar Monks, who had retired shortly before I joined the Council.

The next day I went to the Winter Fair in St Giles' Church where two charities were raising money for their causes and had asked me to speak. CamCrag takes food, shelter and clothing to the refugees still hopelessly camping around Calais while the Whitworth Trust runs a home for vulnerable and homeless young women in Cambridge. And we had heard only days before the Fair, that this home will have to close under County Council cuts. Between them they raised over £11,000 through the Fair and a sponsored sleep-out, on one of the windiest, wettest nights of the year so far. They did not press me to join them for the sleep-out, though my PA had kindly(?) offered me a sleeping bag.

At a dinner in Corpus I was sat next to the Bursar for the first half of the evening, and next to the Master and Daniel Zeichner for the second. Although it was not supposed to be a working dinner it was very helpful to get a Bursar's view of the forthcoming Local Plan, and a Master's and MP's views on education. The Mayoress was also present and accorded all the honour her late husband would have had: she was invited to propose the toast to the College.

February 6 was Cabinet: now 600 pages of agenda, 400 more-or-less repeats of Scrutiny, though our views had been considered and incorporated. The Leader steered us through the complexities and our views were welcomed and made a difference. Cabinet approved a business plan which puts a significant stress on working with Parish Councils, and to this end is arranging at least one PC forum. I know that some Parish Councils think these a waste of time, but under the new regime they could be very significant in getting local views heard and incorporated. Thanks to the activity of a single Councillor, Cabinet agreed to sign us up to the Disability Confident scheme; the Leader noted with approval that Members now have a real ability to influence Council policy. And thanks to the eagle eyes of another we are not now in danger of working for 'metal wellbeing'. A lot of this now has to go to full Council for ratification -- an even larger Agenda pack!

Douglas de Lacey

Appendix 2

Cambridgeshire County Councillor's Report January/February 2019 [For February Meetings]

The **County Council** met at the beginning of this month to approve its budget and set council tax for 2019/20 in the context of its 5 year business plan. The overall objective is to continue to protect and invest in vital services whilst using service transformation, efficiency, investment and commercialisation to offset cuts in funding. The transformation of the way the Council works is a key factor in delivering best value for money and to support this the budget includes an increase of £4.764m in the transformation fund. The Council will also carry forward the £9.1m remaining balance of the smoothing fund that was created last year which will continue to act as a contingency, as it did recently when £3.4m was used to safeguard valued children's services in the face of rising demand. The Council's commercial projects to date are due to return a profit of £11.2m in 2019/20 including £1m from the Soham solar farm which this month met its annual £1m income target 2 months ahead of schedule. The money derived from commercial activities is a key element of the funding required to support delivery of front line services and this month saw a

proposal to generate solar power at Babraham Park & Ride. The project would involve putting carports over parking spaces to support solar panels. The Council has completed a high level business case to support a planning application in 2019 with construction starting in 2020.

The coming year and, as importantly, the 5 years ahead continue to provide considerable challenges due to the changes in central Government funding. The decision this year has therefore been taken to raise council tax by 2.99%, the Government's proposed maximum, in addition to the 2% precept for social care. This will allow for increased budgets to be allocated for services that support vulnerable adults and children and for highways maintenance.

Members acknowledged the contribution that staff make to the council, and reflecting on the unpalatable one-off saving of £930,000 that was made this year by imposing 3 days of unpaid leave on staff earning over £26,000 per annum [or pro rata], rejected an Officer proposal that this should be repeated in future years. As has been widely reported in the press, to show solidarity with staff, all but one county councillor has committed to giving up an equivalent sum of 1.2% of their councillor's allowance.

The Council continues to communicate its message to central Government about the inequity of funding. Unlike over 90% of councils, Cambridgeshire now receives no revenue support grant at all from Government. If it were funded even at the rate of the average county council, it would receive an additional £19m each year and avoid the need for the council to pass on council tax increases to residents. The Leader of the Council will be writing again to the Secretary of State for Housing, Communities and Local Government to remind him of the need for fairer funding for Cambridgeshire. Agenda pack: <https://bit.ly/2UO1M8j>

Acting in my role as a substitute member I attended the January meeting of **Economy & Environment Committee** [E&E]. Item 5 on the agenda was "Integrated Transport Block Funding [ITB] Allocation Proposals". ITB funding is Government grant that is allocated locally to a range of activities. Some concern was raised by members about the low level of funding for air quality monitoring [£23,000]. This money goes to district councils and it is they who carry out the work. Reassurance was given by Officers that this is only part of the funding available for air quality monitoring and that all planning applicants are required to contribute to monitoring and mitigation

of the impact that their proposals may have. For Bar Hill Division there was interest in a funding allocation that was included in 'Delivering Transport Strategy Aims'. The list of projects that will be funded in 2019/20 includes a new footway/cycleway that will link Dry Drayton to the new nonmotorised users' path towards Cambridge that is being delivered as part of the A14 Cambridge to Huntingdon project. Having worked with Dry Drayton Parish Council and a large contingent of residents over the past year, it was extremely pleasing to have confirmation that the project will receive £175,000 of funding for this. Agenda pack: <https://bit.ly/2sq66yb>

Whilst not called upon to sub at the E&E meeting in February I did attend as the agenda included items on the new developments at Waterbeach and Bourn airfield and particularly one on a proposal to extend the funding on contracted bus services to the end of 2019/20. Following concern that had been raised with me by residents about possible changes to local bus services I wanted to confirm the reassurance I had given that the technical changes to funding arrangements had been misinterpreted as changes to services. Responsibility for bus services now lies with the Cambridgeshire & Peterborough Combined Authority [CPCA] which levies the County Council [CCC] for the cost of bus contracts. Until the review of bus services that the CPCA is undertaking is complete, it is effectively returning the levy to CCC for 2019/20 and the Council will continue to maintain the requisite contracts for that time. I have confirmed that the tender specification will be for exactly the services that are currently provided. However, I have asked to be kept updated on progress towards awarding the contracts as it does require a provider's bid to exactly mirror that specification to avoid any changes actually resulting. Agenda pack: <https://bit.ly/2tezOqC>

There was nothing of particularly local interest on the agenda for **Highways & Community Infrastructure Committee's** January meeting. Agenda pack: <https://bit.ly/2UMS31T>

I was though called upon to sub for a colleague on the Local Highways Improvement panel for one of its full day sessions. Whilst there were no applications for Bar Hill division to be considered this year, there was an application by Madingley Parish Council which provoked understandable concern from Dry Drayton and I also attended the panel session when that application was considered to offer Dry Drayton's views and my support for them. The panel's recommendations will be presented to committee for approval at its March meeting.

I also attended the January meeting of **Children & Young People Committee** as most of its agenda was taken up with matters relating to education. I was particularly interested to listen to the debate on the Schools Funding Formula item which included notification of the transfer of £1.7m of Dedicated Schools Grant funding from the Schools Block to the High Needs Block. It is evident that schools' funding and its calculation is incredibly complicated but what is clear is the consistent underfunding of Cambridgeshire's schools and the authorisation of the transfer of this money is only really like rearranging the deckchairs on the Titanic. Annual data for educational outcomes was also reported to committee. South Cambridgeshire is generally the highest achieving district. However, it is sad to see that across the county the gap in attainment between children on free school meals and those not, remains stubbornly high. Agenda pack: <https://bit.ly/2TFt40x>

Locally two of our primary schools are currently considering conversion to academy status and I am following the process closely in both cases. I shall be writing to the Director of Education to let him know how dis-spiriting it is to hear that one of those schools is prompted to consider such a move partly through its disenchantment with the level of support it pays the Council for.

Health Committee has met twice since my last report. This committee is responsible both for the Public Health budget and for scrutinising the performance of NHS providers. January's meeting was attended by the Clinical Director of Hinchinbrooke to answer questions from the committee on

the recent CQC Report that gave an overall rating of the hospital as 'requiring improvement'. Some concern was expressed by members about the reliability and consistency of assessment by CQC. This is not an organisation that the committee scrutinises but members are considering how they may have this concern addressed. Report: <https://www.cqc.org.uk/location/RGN90> Agenda pack: January meeting: <https://bit.ly/2I4LCpv> February meeting: <https://bit.ly/2URvYz9> As a member of this committee I also attended a meeting of the NHS Sustainability & Transformation [STP] Board which has 27 members. Much of the debate time was taken up with the items on A&E performance and delayed transfers of care [DToC]. A&E departments are getting busier, treating 243 more patients on average each week this year compared to last. Projects to reduce numbers include identification and re-routing to more suitable resources those who attend on multiple occasions and work to reduce the level of attendances from nursing/care homes. I also attended the meeting of the Cambridgeshire Health & Wellbeing Board [H&WB]. The STP Board's DToCs report was also considered here emphasising that this remains the highest priority for all. Agenda pack - STP Board: <https://bit.ly/2WVviuO> H&WB: <https://bit.ly/2MYEiPO>

Cambridgeshire & Peterborough Combined Authority appointed a new Interim Chief Finance Officer [S73]. Details of this and the CPCA budget and business plan: <https://bit.ly/2DqOEie>

The **Greater Cambridge Partnership's** consultation on the Cambourne to Cambridge busway - Phase 2 has now opened. The closing date is 31 March 2019. Full details: <https://bit.ly/2ULCHdW>

East West Rail's consultation on the route options for Bedford to Cambridge is also open for comment until 11 March 2019: <https://eastwestrail.co.uk/haveyoursay>

Cambridgeshire Police & Crime Panel met in January. Members' agenda included a report on the proposed precept: <https://bit.ly/2UQnhW8> Changes have also been announced to the way the police deal with lost/found property: <https://bit.ly/2GAtDoo>

The 2019/20 budget and precept report presented to members of **Cambridgeshire & Peterborough Fire & Rescue Authority** can be read at: <https://bit.ly/2E20xg1>

I look forward to receiving any questions or comments that you have about the items in this report or any other matters either at your February meetings or by email.

Lynda

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