

Draft until signed
Minutes of Dry Drayton Parish Council (DDPC) Meeting
Tuesday 12th November 2019 at 7.40pm, Dry Drayton Village Hall

Present: S Lander (Chair), J Dolan (JD) (Vice-Chair), E Pyle (EP) (Councillor), F Peck (Councillor), K Cullen (KC) (New Councillor co-opted at Item 4), T Houlihane (TH) (New Councillor co-opted at Item 4)

Attending: S Etherington-Meech (SEM) (Clerk/RFO), Cllr L Harford (LH) (County Councillor), Cllr D DeLacey (DDL) (District Councillor), Cllr T Bygott (TB) (District Councillor), 5 members of the public

Meeting start time was delayed due to clerk error with agenda time

1. To Accept Apologies for Absence

Apology was received and accepted from Cllr Miller

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

Cllr Peck declared an interest in Item 9. a.

3. To Agree to hold a Public Forum

The public firstly thanked DDPC for their work with highways in regard to tackling traffic problems in the village, SL advised that following his discussion with highways the parish council and parish would have to wait to see the effect the road closures have on the village.

The landowner for some of the land mentioned in Item 9. a) was in attendance to answer any questions from the parish or parish council. It was explained that a rotation has to occur around the farms, mainly for drainage purposes and to elevate flooding issues and this involves digging out ditches. The ditch that runs from the blue bridge (toward Hardwick) back to the Church was last attended to in the 1960s and the reality is during that time various proportions of scrub and different kinds of plants will be growing up. These have to either be coppiced to the ground or removed on one side to allow them to grow on the other and on this occasion, for this area, the landowner concluded that for effectiveness the ditch would need to be dug out and so virtual full removal was the optimal solution. Trees that previous generations had planted were getting so tall that they were falling over and if no works were carried out, they would eventually fall over and nothing would be left, the first year of works will always look the most drastic. Last year works were carried out towards Hardwick roundabout along Rectory Farm and it was then replanted. Replanting does occur which is all part of good estate management, people think a change is brutal, however, the reality is that in 5 years hedges will have nicely grown. SL questioned if replanting will occur and the landowner explained not all the way, however, they will be planting some trees but no hedge down the permissive path from industrial estate also and maintenance programmes will continue annually.

The public also thanked DDPC for the comments and support they provided regarding recent planning applications for the development at Pettitts Close. The public raised concern over the latest planning application in relation to storm waters and they advised that although it is comprehensive it has no indication of costs and who would have to pay for this. SL advised that he investigate this issue as DDPC had not received any information on this application as yet. **Action** – Item to be added to the next agenda.

A member of the Village Hall Management Committee was in attendance to advise DDPC that within the next 6 months they are likely to be without an administration group as no volunteers have come forward to take on roles. He raised that this is an emerging problem and wanted to note DDPC responsibilities. **Action** – Add to next agenda and clerk to email CAPALC for some advice.

4. To co-opt Parish Councillors to fill the vacancies

DDPC received 2 applications for co-option from KC & TH to be co-opted. The applications were forwarded to all councillors prior to the meeting for their review. SL proposed co-option of KC & SH, JD seconded, EP & FP agreed RESOLVED. SH & KC signed a declaration of office.

5. To Approve the Minutes of Meeting held on Tuesday 8th October 2019

Minutes were signed by SL as a true and accurate copy of the meeting.

- 6. Matters Arising from the Minutes, Report of any actions and Resolutions from last meeting**
There were no matters arising.
- 7. To Accept a Report from County and District Councillors**
LH report – See Appendix 2
DDL report – See Appendix 3 – DDL just wanted to raise the importance of the local plan for South Cambs and Cambridge City and to ensure this item is on the February agenda
TB – See Appendix 4 – TB did advise that he is on the case of the missing sign on Oakington Road but does know that there is currently a backlog.
- 8. To Discuss Planning Matters**
- a. **Applications received for consideration**
 - i. **S/3465/19/FL – 1 Cottons Field CB23 8DG – Removal of current surrounding hedgerow & replacing with a 1.8m fence on property boundary – extension for comments to 13th November 2019**
SL proposed that this application should be objected to due to a loss of natural habitat with the removal of hedgerow, FP seconded, JD and FP agreed RESOLVED.
Action – Clerk to advise SCDC of objection under the material consideration of *'Nature Conservation and or impact on protected trees or the landscape'*
 - ii. **S/3359/19/TC – 65 Pettitts Lane – Discharge of condition 5 (archaeology) – DDPC**
agreed no comments to be made for this application.
 - b. **Decisions received from South Cambs District Council – No decisions to be received by the clerk. Action** – Clerk to enquire with SCDC as why she is not receiving confirmation of planning decisions.
- 9. Matters for discussion/correspondence received**
- a. **Discussion of email of concern received from neighbouring resident – Destruction of rare and valuable trees, hedgerows and vegetation on farmland behind the church and along the permissive footpath between Bar Hill and Dry Drayton**
FP left the meeting due to her declaration of interest in this item. SL suggested that the landowner response within Item 3 (Public Forum) should be incorporated into a response to this email especially in relation to flooding, all councillors agreed. **Action** – SL and SH to draft a response to the email.
 - b. **Cambridgeshire & Peterborough Against Scams Partnership (CAPASP) – invitation received from CCC to join scheme – discussion and decision to be made**
All councillors agreed to join the scheme and JD nominated to manage correspondence from the scheme RESOLVED.
 - c. **Email received raising concerns over hedge cutting near to Dry Drayton Primary School – Former Methodist Church/Chapel – discussion of investigations carried out and actions to be taken**
SL and SEM advised that they have been carrying out investigations into this item. SL advised that he has tried retrieving land registry information for the building, however, it is proving difficult as the building does not have a number and it is hard to distinguish if it is on Park Street or Oakington Road. It was suggested that the boundaries of the neighbouring properties were sought. **Action** – SL to investigate the land registry for neighbouring properties and item to be added to the next agenda.
 - d. **Email received from SCDC advising of LED upgrade to SC footway lights to be implemented by March 2021**
This email was just for information – no action required.
 - e. **Concerns over vehicles parked and advertised for sale on village green areas on Park Street and outside the church – to be discussed in relation to byelaws and landowners and response received from CAPALC**
CAPALC advised that DDPC need to investigate who owns the lands and if it has any by-laws. LH said she is sure it is county land, although she would need to carry out some investigations including what county pays us for. LH believes there must be a way to stop this happening and is happy to investigate if she is provided with the exact location. **Action** – LH to investigate and add to next agenda.
 - f. **Discussion of letter received from Dry Drayton Parochial Church Council requesting annual grant of £500.00 towards maintenance of the church clock (response from CAPALC to be reviewed)**

SEM contacted CAPALC to confirm if there is a power or duty DDPC could use for this donation, however, it is very unclear and legal advice would need to be sought. It was suggested that if we are unable to make this donation then fundraising ideas could be considered. **Action** – SL to discuss this item with the Parochial Church Council.

g. Decision and resolution required for clerks purchase of latest edition of Charles Arnold Baker – Local Council Administration

All councillors agreed that the clerk requires the up to date edition of this book in order to carry out her role. RESOLVED – clerk to order book.

h. To assess and review quotations received for maintenance and tidying up on Park Street.

SL advised that so far only 1 quotation has been received and a second quotation will be required before a decision can be made. SL will discuss this with Cllr Miller. **Action** – Add to the next agenda.

i. Discussion and resolution to be made by councillors as to which street lighting energy supplier to instruct following quotations received by the clerk

SEM has now received 5 quotations which were circulated to councillors for their review. SL proposed that DDPC proceed with the cheapest quotation through Haven, EP seconded, and all councillors agreed RESOLVED. **Action** – Clerk to contact Haven to progress supply takeover.

j. Email received from John Akester (CCC Highways) – building of the new junction at Bar Hill is progressing and some changes to traffic will affect Dry Drayton

This email was forwarded for information to DDPC. SL has highlighted the chaos that this will likely cause in the village and has been advised that it is a matter now of waiting to see what happens. LH advised that Bar Hill have a real issue as they only have one way in and out of the village. **Action** – LH to discuss with John Akester.

An issue was raised over roads being closed before their published times, LH advised this should not be the case and the times should be adhered to. LH requested that full details of early closures are recorded including the place, time, person informing etc and she will have a meeting soon.

k. Email received from Cllr Harford – The Woodland Trust – Free trees for schools and communities – application for delivery in March 2020

SL proposed that an application is made through this scheme, JD seconded, and EP & FP agreed. PX Farms were in attendance and suggested that if the pack quantity is in the region of 50 plants/trees each family from the primary school could plant one on a designated part of their land from Dry Drayton back to the blue bridge. **Action** – SL to complete application.

l. Dry Drayton LHI feasibility summary approval for safe crossing for pedestrians and school children on Oakington Rd – councillors to approve summary

SL stated that he was pleased to report that DDPC had received a feasibility summary regarding safe crossing measures for the parish. LH advised that the officer has looked at our proposal and it is feasible and if we agree with the statement the next stage will be to go to panel in January 2020 for the project to be determined. SL proposed acceptance of the summary and 10% contribution by DDPC, JD seconded, and all councillors agreed RESOLVED.

10. Finance and Policy

a. To accept account review to date and bank reconciliation

Finance spreadsheet and bank reconciliation (see Appendix 1) were both circulated before the meeting. Both documents were approved by DDPC and the bank reconciliation signed by SL. Clerk has received confirmation that SL has been added to the current account with full power signatory access and clerk with delegate access. Forms signed by SL and JD for clerks' online access to the account and SL has completed forms for online access. **Action** – Cambridge Building Society to be added to the next agenda.

b. To advise of payments received

- i. **HMRC – VAT reclaim - £403.68**

c. To approve the following payments to hand

- i. **S Etherington-Meech – Clerks Overtime & Expenses – £94.40** - All councillors agreed payment RESOLVED. Cheque Number 1206 signed by SL and FP. *Local Government Act 1972, s. 112.*

ii. **Brookfield Groundcare – Grass cutting (Cut 8) - £360.00** - All councillors agreed payment RESOLVED. Cheque number 1207 signed by SL and FP. *Public Health Act 1875, s.164 & Open Spaces Act 1906, ss.9-10 & s.15.*

d. To discuss the draft budget for 2020/21 and consideration of precept setting

The draft budget was discussed, and figures amended for agreement and final budget to be signed off at the December meeting. Precept to be agreed at December meeting also.

11. To accept notices and matter for the next agenda

- Defibrillator – more information required such as ownership and maintenance
- CAPALC – councillor training to see if they are able to provide a training session for all new councillors at DDP

12. Date and time of next meeting – Tuesday 3rd December 2019

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 confidential items to be discussed

Meeting closed at 9.40pm

DRAFT

Appendix 1

DRY DRAYTON PARISH COUNCIL
November 2019 Bank Reconciliation

	£
Lloyds TSB current account at 30 th September 2019	£20,517.44
<u>Less</u> payments presented from 30 th September 2019 to 30 th October 2019 <i>1 standing order and 5 cheques</i>	£560.98
<u>Plus</u> receipts presented from 30 th September 2019 to 29 th October 2019	£403.68
Closing bank account at 30 th October 2019	£20,360.14
<u>Less outstanding cheques not yet subtracted</u>	£360.00
Balance carried forward at 30th September 2019	£20,000.14

<i>Plus</i> NS&I Investment Account at 1 January 2019	£5,132.97	
CBS S106 Account at 1 January 2019	<u>£7,008.05</u>	
		£32,141.16

Notes:

Sarah Etherington-Meech

RFO

11th November 2019

Appendix 2

Cambridgeshire County Councillor's Report Dry Drayton Parish Council meeting - 12 November 2019

October's meeting of full **Council** was unusual in its extremely short length and the fact that there was very little of the usual combative style of debate in evidence. All decision items passed without even the need to use the electronic voting system; a show of hands sufficing due to the unanimous approval with which each item was met. This included the proposal to delegate to Suffolk County Council the processing and determination of an application to register Castle Mound and the surrounding green area as a Town or Village Green.

The most interesting of the three motions was one that included a proposal relating to the Council's management of woodlands and other environmental assets to retain and improve community and carbon benefits for managing climate change. The Council will seek to use its assets to plant trees for the enrichment of biodiversity and sequestration of carbon emissions and air pollutants; it will pursue its pledge for 100% clean energy for the county's communities by 2050 and it will lobby government for investment to set up a pilot project exploring how Cambridgeshire County Council can become a national exemplar in the area of peatland restoration. The objective of this last is to demonstrate how peatland has the potential to change from its current status as a net emissions source to a net carbon 'sink'. Agenda and minutes:

<http://bit.ly/33BLZxZ>

The first joint Cambridgeshire & Peterborough Corporate Energy Strategy has now been approved by both councils. It articulates a vision of securing renewable and resilient energy supplies and infrastructure to support local needs whilst maximising commercial benefit for both councils and their communities and making best use of their combined assets to reduce carbon emissions and environmental impacts.

<https://www.mlei.co.uk/climate&environment/corporate-energy-strategy/>

We live in a world where increasingly many of us are feeling the adverse impacts of stress and in which there is now recognition of the importance of mental health to our overall wellbeing. Encouraged by high profile individuals like the Dukes of Cambridge and Sussex, it is becoming acceptable to talk about how we feel; to say when we feel anxious or depressed. To support individuals to take care of their mental health, Public Health England and the NHS have launched 'Every Mind Matters', a free online resource that shows people simple steps they can take to be better prepared for life's ups and downs. The platform allows you to create a personalised plan and recommends self-care actions to deal with stress, improve sleep and help you feel more in control. <https://www.nhs.uk/oneyou/every-mind-matters/>

Whilst on the subject of health, a reminder: please, if you [or friends or family members] are aged 40-74 and haven't yet had a free NHS health check, do make an appointment. These are funded by the County Council and appointments should be made through your GP. Full details: <https://www.cambridgeshire.gov.uk/bewell/resources-and-campaigns/nhs-health-checks-programme/>

The Council currently spot purchases from around 90 providers approximately 700 placements for both adults aged 65+ and younger adults with physical disabilities who require residential or nursing care. The cost of this was approximately £38m for the year 2018/19. The Council's Commissioning Directorate is developing a new strategic approach to reducing reliance on spot purchasing of such provision through the increasing use of block contracts. The Council does though still need to comply with procurement regulations and so must have an overarching contract and agreement with providers to cover any spot purchasing requirement that it will still have. Members of **Adults Committee** have now approved the launch of a tender exercise to support this. Care home providers will be able to bid to be included in a framework agreement which is intended to provide assurance of provider quality and sustainability and which will, in effect, create an 'approved supplier' list for spot purchasing. The process will start this month with contracts being awarded in February 2020.

Agenda pack: <http://bit.ly/33BTzsE>

At the meeting of **Highways & Infrastructure** committee it was suggested that there was a need for a simple and clear explanation of the relationship between Cambridgeshire County Council and the Cambridgeshire & Peterborough Combined Authority in relation to the latter's Transport Plan. Officers will now draft a simple document explaining this relationship so that it can be easily understood by both County and Parish/Town councillors. Members also requested more information to be provided on replacement tree planting. With the tree planting season now starting, members will be particularly watchful that replacement trees are planted. Assurance was given that the next report will show significant progress on replacement planting. Committee members questioned the reason for the increase in the forecast overspend on winter road maintenance from the £75k reported at the previous committee to £463k in October's financial report. The reason given for this was a seemingly unanticipated requirement to recruit and train new drivers to cover the reinstatement of the length of some gritting routes that had previously been reduced. Agenda pack: <http://bit.ly/2Qaf283>

On the subject of tree planting: a reminder of the information I emailed earlier in the month about an offer of free trees. This offer is available through a charity called The Conservation Volunteers and further information can be obtained from: tcv.org.uk or by emailing information@tcv.org.uk

The Council is now consulting on priorities for its forthcoming budget setting process. 1,100 residents who match Cambridgeshire's demographic profile, have been selected for a face to face survey. The survey will investigate their appetite for such things as community involvement and their views on council tax. The survey has also been published on the Council's website for wider participation. The consultation which is open until 08 December 2019 can be accessed at: <https://www.cambridgeshire.gov.uk/council/finance-and-budget/business-plans/>

Locally I am pleased to see that the Parish Council's application for funding through the Local Highways Initiative is progressing. I can also report that I shall be meeting with a resident of Park Lane to discuss his concerns about overhanging vegetation and the impediment it causes to verge maintenance. Any Parish Councillor who is available to join us at 11.00am on Monday 18 November will be very welcome. My enquiries re progress of the A14 Legacy Fund applications continue and some of my colleagues are now supporting me on this.

I have recently been made aware of a publication that I am told is emailed to all parish councils on a bi-monthly basis. This is called Cambridgeshire Matters and, having now looked at it, I can see that it does include some interesting and useful information for parish councils. I do hope that you are receiving it. One of the items I noted from July's issue was about grants for residential on street charging points for electric vehicles. The article in Cambridgeshire Matters invited interested parishes to participate in an offer by the County Council to coordinate a group application. This offer has now expired but the scheme has recently updated its eligibility criteria to allow parishes to apply directly. [The Council originally offered to make a group application as the direct route was not available initially.] The Officer who is leading on this has offered to answer any questions by email or to attend a parish council meeting to discuss the scheme. Please let me know if this is something you would be interested in. More information about the scheme is available on the Energy Saving Trust's website at: <http://bit.ly/2X7urr9>

I look forward to seeing you at your meeting tomorrow and will answer then any questions that you have about the items in this report or any other matters. Alternatively please do email me any questions or comments that you have at any time.

lyndaharford@icloud.com;
01954 251775 or 07889 131022

Follow me on Twitter: @2Whit2Whoo

Appendix 3

Report from District Councillor Douglas de Lacey

10. 11. 2019

Since I have spent most of the past month quite unwell, though better now, I can be brief. Before being struck down I spent a pleasant morning opening the refurbished kitchen of the Phoenix Trust, a Milton-based charity which helps people with learning difficulties by giving them a meaningful experience of work and helping them into employment outside the Trust. It was humbling to see what they could achieve with the support of willing helpers, and to enjoy the food they were able to produce in their new kitchen.

I have mentioned before our panels of architects who are invited to examine schemes at the pre-application stage, and I have sat in on a couple more of those, including the early proposals for Darwin Green Phases 2 and 3. It gives a valuable insight into the minds of the developers and their teams and will help me as I chair meetings of our JDCC to assess them.

A 600 page Scrutiny agenda made for a very long meeting with some tricky issues. We had been asked to recommend gating Setchel Drove in Cottenham to prevent fly tipping. Local farmers were vehemently against, fearing problems as they had to leave their vehicles to open and close the gate. The Parish Council was for it. The Neighbourhood policing team sent a careful letter outlining the pros and cons and recommending caution. We suggested a number of possible ideas to try before imposing a physical barrier.

The major issue was the Local Plan: the Issues and Options document to go out to public consultation. This is a hugely significant step as the lack of useful public input was a major weakness in the current Plan. But for reasons beyond me the Conservative members staged a walk-out. The rest of us looked carefully through the proposals; highlighting among other things the importance of using plain English; the accessibility of the web-based information; the need to involve people who work but do not live in the District; the vital role of transport (a factor outside our control); and the importance of water, both provision and handling of waste. If approved by Cabinet this will go out to consultation in January. Please have your say!

The meeting ended at 8.30pm, a five-and-a-half-hour marathon. Perhaps I need not feel too guilty that after that I was out of action for the rest of the month.

Douglas de Lacey

Appendix 4

District Councillor's Report - Cllr Tom Bygott Consultation to prepare for the next Local Plan

I have been appointed to a new body called the Joint Local Plan Advisory Group, comprising Cambridgeshire County, South Cambridgeshire District and Cambridge City Councillors. In early October we reviewed the wording of a consultation to be held early in the new year on the Issues and Options for the next Local Plan. When the consultation is complete, the full list of sites that have been suggested will be published. The Plan itself will be drafted next year.

One of the key questions in the consultation will be where new development should be concentrated. The options are:

- Option 1: Densification.
- Option 2: Edge of Cambridge.
- Option 3: New settlements.
- Option 4: Existing villages.
- Option 5: Public transport corridors.

Building more at the Edge of Cambridge would harm some of our best countryside as well as cutting the City off from its historic semi-rural setting. It also risks building on land that is needed to build new transport infrastructure such as the Metro and railway lines. In the next plan we need to tie transport and development more closely together, and reserve strips of land through the centre of every new settlement for fast transport links. Space for these links should be reserved even if the money can't be found to build the links straight away.

Renewable energy debate

During a recent Council debate about wind farms, a member of the Independent Group made an impassioned speech about why we should be burning more coal. This individual is not affiliated in any way to the Conservative Group, which maintains its commitment to clean energy.

The UK has only six coal-fired power stations remaining, with two scheduled to close next spring. The remaining four, being no longer economically viable, are unlikely to last much longer. The day that the last of our coal-fired power stations shuts down forever is fast approaching and will be the cause of much celebration.

In the third quarter of this year, electricity from on- and off-shore wind farms, solar panels and renewable biomass plants surpassed fossil fuels for the first time since electricity generation began in 1882. The cost of installing off-shore wind turbines has fallen by 30% over the last two years, with one operator offering electricity £40 per MWh at a recent auction, making it more competitive than fossil fuels. These are some very exciting developments on the road to clean energy.

Additional leave for Council staff with premature or unwell babies

All SCDC employees (regardless of gender) will now be entitled to additional paid leave after the birth of a child who requires an extended stay in hospital. The Cabinet agreed the premature birth and neonatal birth policy on Wednesday 4th September 2019 meaning that mothers with premature or unwell babies will not have to cut short the time they had planned to spend at home with their babies before deciding whether to return to work. The policy will grant mothers employed by the council whose babies are born unwell or before 37 weeks 100% of their salary either until the baby is released from hospital or until 28 days after their expected due date without effecting their normal maternity leave or pay entitlement. This was the initiative of my Conservative colleague, Cllr Heather Williams, who raised it as a motion to Full Council.