

Clerk to the Parish Council: Robert Stone c/o 26 Pepys Way Cambridge CB3 0PA
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Minutes of Dry Drayton Parish Council Meeting of Tuesday 15th April 2014 following the Annual Parish Meeting in the Village Hall

Present: Cllrs: P. Fane (Chairman), D Wyatt, R. Stamford, F Northrop, S Pryer and H. Russell; District Councillor B Waters; and one member of the public.

In attendance: Robert Stone (Parish Clerk & RFO)

2014
Item

Agenda

- 40 Welcome - Cllr Fane welcomed everyone to his last full meeting before he retired from the Council in May.
- 41 Apologies for absence - Cllr Harrison, Cllr Reynolds (Cambs CC) and Cllr Hall (SCDC).
- 42 Declarations of interest relating to items on the agenda - None received.
- 43 Public Participation on Agenda items & matters of mutual interest
1. County Councillor report - Circulated on 12th April 2014.
 2. District Councillor reports - Circulated on 14th April 2014.
 3. Matters raised by members of the public - None.
- 44 To confirm minutes of the meeting of 18th March 2014
- Prop: Cllr DW Sec: Cllr RS Approved. Unanimous.
- 45 Matters arising from previous meetings
- Items 30 iii & 36ii Street lighting - Still awaiting advice from Sally Savage (Cambs CC) on queries raised by Cllr Northrop. The Clerk advised that he had explored the powers of parish councils to install street lamps. Research on street lights in High Street indicated that they were not as far apart as the lamps in Pettitts Lane. Cllr Reynolds advised that it may be possible to install lamps for a contribution of £250 from parish councils. He would confirm after further inquiries.
- Item 145 v Assets of community value - The Clerk advised on the procedure to register the Black Horse, and had obtained the SCDC pro forma. Cllr Northrop volunteered to assist with the completion of the form. **Action:** Clerk
- Item 36 iv - Wheelchair access in Dry Drayton. Pending. Cllr Pryer advised that her survey & photographs of local pavements would be available for discussion next month. **Action:** Clerk to add to the agenda for May.
- 46 Finance
- i To approve payments to 15th April 2014 (*payments at 15th April 2014 below*)

<u>Cheque</u>	<u>Payment</u>	<u>Detail</u>	<u>£gross</u>	<u>£net</u>	<u>Vat</u>
876	Clerk	March salary	250.10	250.10	0
877	CAPALC	Membership 2014/15	227.34	227.34	0
878	Peter T Round	Grass cutting - March	360.00	300.00	60.00
879	DD Village Hall	Jan to March mtgs	45.00	45.00	0.00
880	DDPC (Item 33v)	Cambridge BS A/C	5000.00	5000.0	0.00
881	Clerk's expenses:	A4 printer paper	3.59	2.99	0.60
		APM Photocopying	33.60	28.00	5.60
Totals			£5919.63	£5853.43	£66.20

- ii. The current account balance of £11,730.03 at 25th March 2014 was noted. The Clerk reported that this had increased by £4750, the first payment of 2014/15 precept.
- iii. To approve a budget for 2014/15. - Resolved to agreed the version at Appendix A following amendment of the previous draft to include a payment to the youth club of £500 per year (subject to annual review).
(Clerk - S19 of the Local Government (Miscellaneous Provisions) Act 1976 applies.)
- iv. To approve the Clerk attending the SLCC Regional Conference at Peterborough on 30th April at a cost of £69 (+vat). - Resolved to approve with petrol costs at 40p/mile.

47 Correspondence to 15th April

- i) Submission of South Cambridgeshire Local Plan to Secretary of State - SCDC notification circulated.
- ii) Email from local resident raising concern about the possibility of the "Avenue" being closed when the A14 is upgraded. (Also see item 49v). Noted.
- iii) Advice from CAPALC about External Audit. - Circulated.
- iv) Thanks for cutting the verges of Park Lane. - Follows advice from Cllr Stamford.
- v) Cambridge Park & Ride - information about new system of operation. - Circulated
- vi) Update from the Village Hall Management committee about the upgrading of the heating system. - Circulated
- vii) Planning application S/0754/14/FL for 8 Pettitts Close, Dry Drayton, Cambs
- The Clerk reported that this new application had been received on 14th April. SCDC required a response needed by early May. It was agreed to convene for a short Planning Committee meeting on **29th April**. **Action:** Clerk

48 Update on 2012/13 Action Priorities *(in italics below)*

- (i) progress of the housing needs survey. - The Clerk reported that Cambridgeshire ACRE was aiming to carry out the survey in May. He had drafted a short article for The Newsletter, and village website, to publicise the

survey and request residents take part.

- *Provision of a recreation ground; Affordable housing, Developing and taking forward the objectives in the Village Plan*

Environmental issues

- 49
- i) To consider use of Speedwatch in Dry Drayton, and joint financing new equipment costs with Boxworth Parish Meeting - Following discussion a resolution to approve joint financing fell.
 - ii) Procedure to register Dry Drayton's village greens - Cllr Wyatt said he was taking this forward with the assistance of Cllr Northrop.
 - iii) Consultation on grass cutting the public rights of way. - The Clerk advised that he had forwarded the consultation to Nick Irish with a map to request that he took this forward.
 - iv) To discuss cycle group liaison. - Cllr Russell volunteered for this role.
 - v) Consultations on the A14 Cambridge to Huntingdonshire Improvement Scheme.
 - (a) Environmental Impact - Deadline 18/4/2014 No action.
 - (b) the Improvement Scheme - Deadline 15/6/2014 Cllr Stamford to lead
 - vi) Parking on Butchers Lane - Residents to be asked not to park on grass verges

50 Administration

- i To receive an update on the Townlands Trust - The Clerk reported on his contact with the secretary. Cllrs Russell & Pryer agreed to be DDPC nominees.
 - ii To consider issues for May's Annual Parish Council meeting
- The Clerk said that business items to date included:
- (a) Review of Finance Regulations - Amend limit for quotes from £100 to £250;
 - (b) Delegation to Chairman/Clerk for urgent works limit up from £200 to £250.
 - (c) Payment of salaries and payment of deductions from salary (see DD's finance email Nov 2013) following Section 150(5) (Cheque signing) Repeal
 - (d) Consideration of Risk Management draft
 - (e) High Street - street lamps

The election of a new Chairman was added to the list.

51 Matters raised by Members

Dog bins - **Action:** Clerk to raise with SCDC officials again.

The meeting ended at 9.55pm.

Robert Stone, April 2014

Item	2013-14 Budget	2013/14 expenditure	2014-15 budget	Comments
Clerk's Salary (& PAYE)	£3,750.00	£3,919.40	£4,000.00	Agreed in March
Insurance	£360.00	£335.82	£360.00	
Audit (Internal & External)	£250.00	£175.00	£250.00	
Post/tel/station/gen expenses	£350.00	£209.98	£250.00	
CPALC/ACRE	£260.00	£324.16	£360.00	
CACRE payroll	£0.00	£72.40	£100.00	
SLCC	£100.00	£86.00	£100.00	
Training	£500.00	£69.00	£250.00	
Village Hall, Room hire	£83.00	£60.00	£150.00	Assumes £15/mtg
Bus Shelter Cleaning	£40.00	£20.00	£50.00	
Equipment purchase & Maintenance	£100.00	£0.00	£400.00	Includes new strimmer
Grass Cutting	£2,750.00	£2,160.00	£2,200.00	
Parish Paths Maintenance	£250.00	£0.00	£250.00	
Allotment water rates	£85.00	£65.53	£90.00	
Playground	£0.00	£0.00	£0.00	Assumes no progress
Streetlighting - energy	£160.00	£113.55	£170.00	
Road Safety - Scotland Rd	£1,000.00	£300.00	£500.00	To add to local contribution?

Dry Drayton Parish Council - April 2014

Village Plan & mapping		£28.00	£300.00	Provision for updating Village Plan
Contingency	£516.40	£360.00	£500.00	
LGA 72, S137 Community	£800.00	£1,300.00	£900.00	
S133 Community buildings	£0.00	£561.80	£500.00	
General reserves	£0.00	£0.00	£1,467.08	
Youth Club	£0.00	£0.00	£500.00	Annual review
TOTALS	£10,417.40	£8,288.02	£13,647.08	

INCOME	2013/14	Forecast 14/15	
Precept (2 x £4750)	£9,500.00	£9,500.00	
LCTSS grant	£385.00	£0.00	
VAT Reclaim	£424.56	£423.82	Estimate
SCDC S106	£2,615.90	£3,000.00	Estimate
Cambs CC - grass refund	£556.26	£555.26	
Allotment rent	£168.00	£168.00	
NALC bursary	£34.50	£0.00	
Totals	£13,884.22	£13,647.08	