



Drayton Parish Council

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**Minutes of the Drayton Parish Council Meeting
Held on Monday 5th October 2015 at 7:30pm
At the Caudwell Day Centre, Gravel Lane, Drayton, OX14 4HF**



Present: Richard Williams (Chairman), Richard Wade (Vice Chairman), Colin Arnold, Patricia Athawes, Laura Billington, Tamsin Meredith, Graham Webb, Christine West, Matthew Lowy, Colin West, Pervin Shahin.

Not Present: All Councillors were present.

In attendance: David Perrow (Parish Clerk and Responsible Financial Officer) (left at 9:18pm), Christopher Price (Deputy Parish Clerk and Meeting Administrator), Stuart Davenport (VWHDC) (left at 8:26pm), Richard Webber (OCC) (arrived at 8:58pm and left at 9:34pm).

136/2015-16 Apologies for Absence.

None.

137/2015-16 Public Participation.

There were 5 members of the public present.

(a) Speeding Traffic. Frazer Wood and Jennifer Wood live along the High Street and frequently notice cars traveling well in excess of the 30mph speed limit. This is both eastbound on the B4016 and northbound on the B4017. It was **noted** that Speed limits, signs and road modifications are the responsibility of OCC Highways. The Parish Council is a consultee and can advise OCC, but ultimately OCC are the highways authority. The Drayton2020 Neighbourhood Plan does have a Traffic Calming scheme for Drayton, including the High Street, and this has been agreed in principle with OCC Highways. It will be funded by the three housing developers on the sites approved in the Drayton NDP.

(c) Crab Tree Lane Car Parking. Janet Spindlow and Janet Strong live along Crabtree Lane and reported on safety concerns at the end of Crab Tree Lane, at the junction with the B4017. Cars regularly park on the footpath and double yellow lines and 'A' boards are placed on the public footpath which forces pedestrians to walk on the main road. A petition with 29 signatures from the residents of Crabtree Lane was presented to the Parish Council.

ACTION: Clerk to raise matter with PCSO Susan Haynes and shop owners of 'Alice Beauty' and 'Care with Dignity'.

138/2015-16 Declarations of Interest, Dispensations and Use of Delegated Powers.

There were no declarations of interest at this stage of the meeting, nor any dispensations received in advance by the Clerk needed for consideration. The Planning Applications listed below as submitted to VWHDC were submitted under powers delegated to the Clerk.

139/2015-16 Minutes.

Minutes of the Previous Parish Council Meeting held on 7th September 2015 were **confirmed** with 1 amendment [**added text**]: 121/2015-16 News from OCC Councillor (Richard Webber). (a) The Challenges of Austerity, Many millions of pounds cut from budget. Road Markings/Signage – Total budget - £2000 pcm for the whole Vale. Children's Centres – due for budget cut from £16m pa to £10m pa. Proposal to close all 41 and make 6 "supercentres" around the county in areas of greatest need. Waste/Recycling centres – proposal to halve number to three, [**consultation ends 5th October 2015**]. We can all take part in consultations. S106 road maintenance/improvement contributions – these are needed to maintain the most used roads. There is now no more fat to cut away – further cuts will inevitably mean cuts to front-line services. We all need to get this message through to our MPs. There is little point in blaming Council officers. We voted for austerity in May.

Richard Williams (Chairman) signed the minutes as a correct record.

Proposed: Richard Wade

Seconded: Patricia Athawes

Resolved: Unanimously

140/2015-16 News from OCC Councillor (Richard Webber).

Richard Webber arrived later in the meeting at 8:58pm.

(a) OCC Town and Parish Council Event. On 21st September 2015 Christine West and Colin West attended this event and reported on the future delivery of local services in Oxfordshire. OCC is to devolve some services and cutting back on frequency of others (such as grass cutting/sign cleaning), so if Drayton wants these services the Parish Council will have to provide them and they will have to be funded via the Precept. In order to take on additional services there will need to be a contract signed with OCC, insurance cover reviewed, training/risk assessments undertaken, etc, depending on which services are adopted at parish level. The changes (or refusal to take on services) will need explaining to the Drayton public over the winter months in time for the new regime in April.

(b) Speed limits on approach to Drayton. OCC is seeking views on the proposal to extend the 30mph limit on the B4017 Drayton Road south-westwards by 380 metres, with the effect of reducing the existing 50mph speed limit by the same amount. This proposal has been developed as a result of the 'Morland Gardens' development adjacent to Drayton Road out of Abingdon at the edge of the current residential area, the proposed measure is aimed at ensuring that danger is minimised whilst facilitating the effective passage of traffic. Deadline to comment is 9th October 2015. It was **resolved** that we should respond in **support** of the proposal and ask them to consider extending the 30mph limit at the Drayton end due to the Barrow Road development.

Proposed: Richard Wade

Seconded: Colin Arnold

Resolved: Unanimously

ACTION: Richard Williams to respond on behalf of the Parish Council.

Item of business continued later in the meeting.

141/2015-16 News from VWHDC Councillor (Stuart Davenport).

(a) Examination of Part 1 of the Local Plan ended last week. The Inspector is due to report his findings towards the end of October. The Inspector will either find the plan is "sound", request further information or order the council to start the plan again.

(b) VWHDC Website Consultation. The VWHDC are starting a new project to improve how people can use their website and other online services to access information and interact with the district council. The project is specifically looking at improving or replacing software that we use, including things like the e-consultation system, email alerts and various parts of the website (e.g. interactive maps, planning registers and web-forms). Deadline to comment is 26th October 2015.

Stuart Davenport left at 8:26pm.

142/2015-16 Action Checklist from the Previous Meeting.

The action checklist from the last meeting was **noted** and the points below were provided as additional information:

(a) Green trailer in Sutton Wick Lane. The Clerk sent a letter dated 1st October 2015 to the owner of the green trailer along Sutton Wick Lane asking him to remove it.

(b) Allotment Waiting List. The Clerk has sent 5 letters to uncultivated allotment plots holders asking them to relinquish their plots.

(c) Footpath Survey. Graham Webb sent an email on 2nd October 2015 to the Deputy Clerk with the Footpath report attached.

ACTION: Deputy Clerk to circulate the Footpath report.

(d) Dog Excrement. 1 can of fluorescent chalk spray paint has been procured and Laura Billington has taken possession of it.

ACTION: Laura Billington to spray dog excrement.

(e) P15/V1007/FUL. This planning application to construct a pair of semi-detached open market houses, with new access to highway and off-street parking on Ashby Court, Marcham Road, Drayton, OX14 4FF was refused planning permission on 4th September 2015 and the site has been a mess and an eyesore for the last 3 years. The Deputy Clerk sent an email on 14th September 2015 to the VWHDC planning department asking that the site is tidied up. Emily Strange (VWHDC, Registration Team) sent an email on 14th September 2015 to the Deputy Clerk stating '*Unfortunately this is not something that falls within the remit*

of the planning service. The issue is a civil matter and therefore interested parties should contact the land owner directly'. The Deputy Clerk sent an email on 15th September 2015 to K.L.Skalka Architects Ltd asking that the site is tidied up. Kris Skalka (K.L.Skalka Architects Ltd) sent an email on 16th September 2015 to the Deputy Clerk stating 'I think we all share the view that this site has been an eyesore for more than 3 years. However, our last attempt at gaining a meaningful planning permission was refused by VoWH DC, and also raised objections from the Parish Council. I do not know what the applicant is proposing, but I cannot see anything happening soon. Should we apply for permission again in the future, perhaps we could rely on your support.'

(d) Footpath 11. On 26th September 2015 a small volunteer working party levelled and made improvements to the public footpath that runs along the west edge of the allotment.

143/2015-16 Finance & Personnel Committee (Richard Williams).

	Payments	Invoice Amount	Including VAT
Open Spaces Act 1906 s10	Steve Sadler – Caretaker's Invoice	*£350.00	nil
Open Spaces Act 1906 s10	Lee Collins – Grass Cutting Invoice	*£TBC	nil
LGA 1972 s112	Clerk's Salary PC: £420.31 (5 hrs per week); £TBC D2020 nil hrs	*£420.31	nil
LGA 1972 s112	Deputy Clerk's Salary 10 hrs per week	*£295.74	nil
LGA 1972 s111	HMRC – Tax and NI PC: £179.00 D2020: nil	*£179.00	nil
Contract/ Pensions Act 2014	Deputy Clerk's pension (employee 5.5 % £21.52; Employer 16.6% £64.95)	*£86.47	nil
LGA FP 1963 s5	Clerk's Expenses	*£65.88	£7.24
LGA FP 1963 s5	Deputy Clerk's Expenses	*£16.59	nil
	SLCC Annual Subscription – shortfall payment	*£37.00	nil
	Rainbow Colour – Printing of Drayton2020 NDP (2 invoices)	*£136.40	nil
	Greenbarnes Ltd – N/board for Steventon Road	£727.56	£121.27
	Thames Water – Water Services (23/6/15 – 09/09/15) – D/D	£8.90	nil
	Caudwell Day Centre Room Hire (July/August/Sept) PC: £55.00 D2020: £10.00	£65.00	nil
	Total payments this month	£2,388.85	£128.51
	Receipts		
	VWHDC 2 nd half Precept		£20,000.00
	Burial fees/reservations		£235.00
	Current Account Interest to 30 th Sept		£24.42
	Total Receipts last month		£20,259.42

(a) Bank Reconciliation. Current account £58,006.11 Deposit Account £19,673.85, Undrawn cheques: £10.00, Payments not yet credited: nil. **Total funds = £77,669.96 excluding payments above.**

(b) Grant Applications. None.

(c) Payments. The Clerk explained the payments listed above, which were **approved** for payment. The list of online payments via Unity Bank (see items starred * above) was signed off and the two people to approve online payments were appointed: Patricia Athawes and Colin West. Patricia Athawes and Colin West signed the cheques for the remaining (unstarred) payments.

(d) Lockway Playground Refurbishment Procurement. The Leisure & General Purposes Working group are perusing the 4 quotations received for the Lockway Playground Refurbishment. It was **noted** that we will need to suspend the standing order that requires blind tenders.

144/2015-16 Drayton2020 Neighbourhood Plan (Richard Williams).

(a) Agreement to transfer land at Barrow Road from Caudwell & Sons to Parish Council ownership. It was **noted** that the transfer of land needs to be completed before the first house is occupied. It was also **noted** that earth works have begun on site.

Richard Webber arrived at 8:58pm.

(b) Conservation Area/Sutton Wick. We need an assessment report. A professional report will cost circa £1,000.00 and a volunteer report will be more hours.

ACTION: Clerk to tender for a professional assessment report and check if VWHDC will accept a volunteer report.

(c) Implementation Committee. The next Implementation Committee meeting will be held on 9th October 2015.

145/2015-16 Moveable Vehicle Activated Signs (Richard Williams).

On 17th September 2015 the Deputy Clerk and Richard Williams attended the Neighbourhood Action Group Meeting. PC Keith Morton reported that the police regularly monitor speeds in Drayton but that there is only one radar gun available for use in 50 or 60 villages. Police know that at peak times traffic tends to be within the speed limit due to volume of traffic and sufficient vehicles adhering to the speed limit keep traffic travelling at the correct speed. The traffic camera van will only be deployed when neighbourhood police have observed incidences of speeding on three separate occasions. He added that there are only two traffic camera vans in the whole of Oxfordshire, one of which operates in our area, so there's a lot of demand for it. Based on this Keith's recommendation was that Drayton should have a SID (speed indication device) rather than a speed gun. Sutton Courtenay Parish Council will be holding a presentation from SWARCO which representatives from Drayton Parish Council will attend. It was **agreed** that we should investigate the possibility of sharing a SID with Sutton Courtenay Parish Council.

ACTION: Richard Webber to convey Drayton Parish Councils suggestion that we share a SID with Sutton Courtenay Parish Council.

David Perrow left at 9:18pm.

146/2015-16 Sutton Wick Lane.

(a) Memorial. The Deputy Clerk received an email on 23rd September 2015 from Iain Henderson (The Memorial 'Mob', Founder) asking some questions regarding the new memorial unveiling that will be held on 5th March 2016. 1. Permission to check Parish Council land for items from the crash. The Parish Council **refused** permission for the digging of holes on Parish Council land. 2. Permission to plant snowdrops. The Parish Council **approved** permission. 3. Preparing holes for the new memorial. The Parish Council **agreed** to prepare holes for the new memorial. 4. Supply chairs for the memorial unveiling. It was **agreed** to refer Iain to Drayton Village Hall.

ACTION: Deputy Clerk to respond to Iain Henderson.

Item of business continued later in the meeting.

140/2015-16 News from OCC Councillor (Richard Webber) (continued).

(c) Illegal Signs. Richard Webber has been discussing the matter with Emma Turner (VWHDC, Development Management Team Leader (Enforcement)) so that the Parish Council can remove illegal signs from the village.

Richard Webber left at 9:34pm.

146/2015-16 Sutton Wick Lane (continued).

(b) Notice Board. It was **agreed** that the grass area along Sutton Wick Lane will look cluttered with a notice board (as there is already a bench, letter box, litter bin, footpath sign and memorial). It was **agreed** to ask the Millennium Green Trust if they would like the new notice board at one of the entrances to the Millennium Green.

ACTION: Deputy Clerk to ask Millennium Green Trust if they would like the new notice board at one of the entrances to the Millennium Green.

147/2015-16 Rights of Way & Conservation Working Group (Graham Webb).

East Way BW1. The Clerk received an email via the website on 30th September 2015 from Trudy Murray complaining about the stony surface along this bridleway that makes it unsuitable for horses to use.

ACTION: Deputy Clerk to raise matter with OCC.

148/2015-16 Leisure & General Purposes Working Group (Patricia Athawes).

The Village Caretaker's report was received and **noted**.

149/2015-16 Planning Committee Business (Richard Williams).

Ref	Address	Details	Parish	VWHDC
P14/V11 96/FUL	Land East of Drayton Road Abingdon	158 residential dwellings, open space, a new access off Drayton Road (to include the removal of 7 TPO'd Lime Trees), engineering works, infrastructure works, car parking and lighting.(as amended by drawings received 13 October 2014)	Objector with comment	Planning Permission on 7 th September 2015
P15/V10 07/FUL	Ashby Court Marcham Road Drayton OX14 4FF	Construct a pair of semi-detached open market houses, with new access to highway and off-street parking	Objection	Refusal of Planning Perm on 4 th Sep 2015
P15/V15 95/LDE	31 Abingdon Road Drayton OX14 4HW	Certificate of Lawful Development	None	Certificate of Lawful Use or Dev on 28 th Aug
P15/V13 54/FUL	7 Abingdon Road Drayton Abingdon Oxfordshire OX14 4JB	Partial conversion of rented accommodation into a dwelling home.	None	Planning Permission on 20 th Aug
P15/V15 38/HH	The Grange 13 Gravel Lane Drayton OX14 4HY	Erection of Porch to Office conversion of outbuildings	None	Planning Permission on 4 th Sep
P15/V17 13/HH	4 Steventon Road Drayton OX14 4LE	Erection of two storey extension to semi detached cottage. Replacing existing extension.	None	Planning Permission on 16 th Sep
P15/V18 49/HH	44 Whitehorns Way Drayton Abingdon OX14 4LJ	Single storey extension to rear aspect.	None	Planning Permission on 25 th Sep
P15/V19 47/HH	15-17 High Street Drayton Abingdon Oxfordshire OX14 4JW	Demolition of single storey rear extensions and erection of two storey rear extensions.	None	Pending
P15/V18 27/HH	18 Hilliat Fields Drayton OX14 4JQ	Demolition of existing rear single storey extension, conservatory and outbuilding; replacement with a new two storey rear extension, forming additional and extended bedroom accommodation at first floor and lounge/dining/kitchen accommodation at ground floor levels.	None	Planning Permission on 24 th September 2015
P15/V20 68/HH	2 Steventon Road Drayton OX14 4LE	Proposed first floor extension.	None	Pending

P15/V20 77/O	10 Halls Close Drayton Abingdon OX14 4LU	Outline application on Land to the Rear of 10 Halls Close, Drayton to provide up to 28 no. dwellings with all matters reserved except access.	30 th Sep Extension	Pending
P15/V22 35/HH	56 Whitehorns Way Drayton Abingdon OX14 4LJ	First floor extension to existing bedroom 3. First floor extension over existing garage to create bedroom with ensuite	16 th Oct	Pending

(a) **P15/V2077/O** (see above for details). The Parish Council have been granted an extension to 16th October 2015 and will submit **objection** to this planning application as it will undermine the Neighbourhood Development Plan.

(b) **P14/V2540/FUL, The erection of a new farmyard complex comprising a 4000 tonne grain store.** FP16 has a temporary diverted around the edge of the field and the Parish Council is surprised that we were not notified / consulted so that we can help answer questions from the public and help keep the public informed. The Deputy Clerk received an email on 28th September 2015 from Arthur McEwan-James (OCC, Acting Field Officer (South West)) stating that the landowner had applied for a Temporary Traffic Regulation Order (TTRO) to close the footpath temporarily and that there is no consultation with a TTRO.

150/2014-15 Blue Plaque.

The Faculty to install the blue plaque was received and **noted**.

151/2014-15 Correspondence.

The items on the list of correspondence received were **noted**.

152/2015-16 Items to be noted from Parish Councillors.

(a) **Drayton Community Litter Pick.** It was **noted** that the next litter pick will be held on 12th October 2015.

(b) **School.** Patricia Athawes reported on a meeting held at the school where a member of OCC was present to discuss a school extension. It was agreed that with the additional intake (between 20 – 30 children) extra room will be required. A plan has been suggested i.e. a new classroom be built. It was agreed that S106 money will be available to action this. Further meetings with governors/Head teacher and staff will be arranged before meeting again with OCC. The pre-school was addressed, not in depth but various suggestions were put forward to be discussed between Head Teacher/staff/governors and pre-school members.

(c) **P15/V1713/HH** (see above for details). It was **noted** that a new fence has been erected on the highway side of the boundary stone wall that has now been demolished moving the boundary.

ACTION: Deputy Clerk to report new fence to Penny Silverwood (VWHDC Planning).

153/2015-16 The Date of the next Parish Council Meetings.

(a) **The Date of the next Parish Council Meeting** was confirmed as 2nd November 2015, at 7:30pm, in the Caudwell Day Centre, Gravel Lane, Drayton.

(b) **The Date of the next Finance and Personnel Meeting** was confirmed as 9th November 2015, at 7:00pm, in the Caudwell Day Centre, Gravel Lane, Drayton.

The meeting concluded at 10:00pm

Signed:

Date: 2nd November 2015

Name: Richard Williams (Chairman, Drayton Parish Council)