



# Drayton Parish Council

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## Agenda

Notice is hereby given that the Annual Parish Meeting  
will be held on Monday 9<sup>th</sup> May 2016 at 7:30pm  
in the Caudwell Day Centre, Gravel Lane, Drayton, OX14 4HF



Press & Public are welcome to attend and can participate during the public participation session.

Signed: *David E. Perrow*

Published: 3<sup>rd</sup> May 2016

David Perrow

Finance payments revised: 9<sup>th</sup> May 2016

Clerk to the Parish Council

Tel (Mob): 07909176061 Email: draytonclerk@gmail.com

**To: Members of the Parish Council:** You are hereby summoned to attend a meeting of Drayton Parish Council for the purpose of transacting the following business:

<b>1. Election of Chairperson for the year 2016-17</b> and signing of declaration of acceptance of office as Chairman.				
<b>2. Election of Vice-Chairperson for the year 2016-17.</b>				
<b>3. Apologies for Absence.</b> To receive any apologies for absence.				
<b>4. Variations of Business.</b> To consider changes to the order of business set out on the published agenda.				
<b>5. Public Participation.</b> It is council policy to set aside a total of 15 minutes prior to the commencement of full council meetings for Drayton residents or owners/managers of Drayton businesses.				
<b>6. Declarations of Interest, Dispensations and Use of Delegated Powers.</b>				
<b>(a) Declarations of Interest.</b> To receive any declarations of interest.				
<b>(b) Dispensations.</b> To consider written dispensations from councillors received by the Clerk.				
<b>(c) Use of Delegated Powers</b> by the Clerk, Deputy Clerk or others acting on behalf of the council.				
<b>7. Appointment of Committees/Representatives for 2016-17.</b>				
<b>8. Standing Orders and Terms of Reference.</b> To review, revise and re-adopt.				
<b>9. Minutes of the Previous Parish Council Meeting.</b> To approve and sign the minutes of the previous meeting held 4 <sup>th</sup> April 2016.				
<b>10. News from OCC Councillor (Richard Webber).</b>				
<b>(a) Illegal Sign Removal.</b>				
<b>(b) B4016 Drayton/Sutton Courtenay Road safety improvements.</b> Advice from OCC highways.				
<b>11. News from VWHDC Councillor (Stuart Davenport).</b>				
<b>12. Action Checklist from the Previous Meeting.</b> To <b>note</b> the list of actions taken and completed since the last meeting, for Parish Councillors/Clerk to report back on actions taken, appendix A.				
<b>13. Finance Committee Business (Richard Williams).</b>			<b>Invoice</b>	
<b>Payments</b>			<b>Amount</b>	
			<b>Including</b>	
			<b>VAT</b>	
Open Spaces Act 1906 s10	Steve Sadler – Caretaker’s Invoice		*£TBC	£TBC
Open Spaces Act 1906 s10	Landscape Group Oxford – Grass Cutting for April		*£500.00	Nil
LGA 1972 s112	Clerk’s Salary PC: £336.07 (40 hrs per month); D2020 £126.03 (15 hrs o/t)		*£462.10	Nil
LGA 1972 s112	Deputy Clerk’s Salary (40 hrs per month)		*£307.49	Nil
LGA 1972 s111	HMRC – Tax and NI PC: £TBC D2020: £TBC		*£192.20	Nil
Contract/ Pensions Act 2014	Deputy Clerk’s pension (employee 5.5 % £22.37; Employer 16.6% £67.51)		*£89.88	Nil
LGA FP 1963 s5	Clerk’s Expenses		*£TBC	Nil
LGA 1972 s111	Zurich – Insurance Cover 01/06/16 – 31/05/17		*£663.53	Nil
LGA (1972) s114	Rialtas – Alpha Finance Software Maintenance fee		*£135.60	£22.60
LGA (1972) s114	Microshade – Quarterly Hosting fee		£166.50	£27.75
LGA (1972) s143	ICCM Membership (1 year)		£90.00	Nil
LGA 1972 s134 (4)	St Peters Church Drayton – D2020 Room Hire		£45.00	Nil
<b>Total payments this month</b>			<b>£TBC</b>	<b>£TBC</b>
<b>Receipts</b>				
VWHDC Precept (1 <sup>st</sup> half year)				£20,000.00

VWHDC CTRS grant	£930.00			
Burial fees/reservations	Nil			
<b>Total Receipts last month</b>	<b>£20.930.00</b>			
<p><b>(a) Bank Reconciliation.</b> Current account £TBC, Deposit Account £,£19,821.40, Undrawn cheques £TBC, Payments not yet credited None. <b>Total funds = £TBC excluding payments above.</b></p> <p><b>(b) Grant Applications.</b> To discuss any grant applications received.</p> <p>* <b>Pre School:</b> £5,000.00.</p> <p><b>(c) Payments.</b> To <b>Resolve to</b> approve the payments listed above, and to nominate the two councillors to approve online payments (marked *).</p> <p><b>(d) End of Year Accounts:</b></p> <p>* To receive, accept and sign off the Annual Accounts 2015-16</p> <p>* To sign the Annual Return 2015-16 for the External Audit</p> <p><b>(e) The setting of the date for the exercise of Electors' Rights</b> is now the responsibility of the council (not the External Auditor as previously). This date should normally follow immediately after the adoption of the Annual Return by council, the inspection period runs for a continuous period of thirty working days from the set date but must include the period 1<sup>st</sup> July to 10<sup>th</sup> July. The council must advise the External Auditor (in writing) of the date they have set.</p> <p><b>(f) Appointment of consultants for:</b></p> <p>(i) VAT advice</p> <p>(ii) Conservation Area report</p> <p><b>(g) Any other Finance Business.</b></p>				
<p><b>14. Burial Ground (Clerk).</b></p> <p><b>(a) Layout of additional plots for burials.</b> Survey plan needed.</p> <p><b>(b) Legal advice;</b> consecrated/consecrated ground policy; membership of ICCM</p>				
<p><b>15. Community Litter Pick/Queens 90<sup>th</sup> Birthday Celebrations.</b> Date?</p>				
<p><b>16. Drayton2020 Neighbourhood Development Plan (Richard Williams).</b></p> <p><b>(a) Implementation Committee Meeting.</b> Report.</p> <p><b>(b) South of High Street s106 schedule and public land ownership/management.</b></p> <p><b>(c) Barrow Road</b> drainage, sports field contractor selection.</p> <p><b>(d) Any other Drayton2020 Business.</b></p>				
<p><b>17. Rights of Way &amp; Conservation Working Group (Graham Webb).</b></p> <p><b>(a) Lyford Close to Corneville Road Footpath.</b> Update.</p> <p><b>(b) FP20.</b> Blocked.</p> <p><b>(c) Any other Rights of Way &amp; Conservation Business.</b></p>				
<p><b>18. Leisure &amp; General Purposes Working Group (Patricia Athawes).</b></p> <p><b>(a) Village Caretaker and Grass Cutting Contractor.</b> To receive reports.</p> <p><b>(b) Lockway Play Area.</b> Update.</p> <p><b>(c) Any other Leisure &amp; General Purposes Business.</b></p>				
<p><b>19. Planning Committee Business (Richard Williams).</b></p>				
Ref	Address	Details	PC	VWHDC
P15/V2447/FUL	Land to the south of High Street Drayton	Erection of 140 new dwellings, extension of the existing access with High Street, creation of new pedestrian and cycle routes, formation of public open space, construction of internal access roads, surface water attenuation, landscaping features and ancillary development.	Support	Pending
P15/V2268/FUL	The Stables Drayton Mill Drayton OX14 4EF	Retrospective planning permission for the erection of a barn with residential accommodation above including ancillary sheds and other associated works. (Completed 2013)	No Objection	Pending
P15/V2828/FUL	Close End House 19 East Way Drayton Abingdon OX14 4JZ	Development of 8 dwellings and new access road. Amendment 1	Objection	Pending

P16/V0030/HH P16/V0031/LB	3 Church Lane Drayton Abingdon OX14 4JS	Demolition of the existing garage, proposed new rear extension and new double garage.	Objection	Planning Permission on 31st March 2016
P16/V0299/FUL	37 Lockway Drayton Abingdon Oxfordshire OX14 4LF	Proposed new single 3 bed detached dwelling on land adjacent to no.37 Lockway	Objection	Pending
P16/V0345/FUL	41 Sutton Wick Lane Drayton Abingdon OX14 4HH	Demolition of existing garage, workshop and ancillary accommodation, replacement with a 2 bedroom dwelling. Amendment 1	Objection	Pending
P16/V0375/HH	31 Binning Close Drayton Abingdon OX14 4LN	Single storey rear extension	None	Planning Perm 22 <sup>nd</sup> March 2016
P16/V0429/FUL	9A High Street Drayton Abingdon OX14 4JL	Minor amendments to previously approved scheme P15/V2712/HH Fenestration adjustments. Articulation of rear wall to west extension by 450 mm. Change of cladding / brickwork on part front elevation.	No Objection	Planning Permission on 11th April 2016
P16/V0031/LB	3 Church Lane Drayton Abingdon OX14 4JS	Demolition of the existing garage, proposed new rear extension and new double garage. Amendment 1	Objection	Listed Building Consent on 31st March 2016
P16/V0536/HH	244 Steventon Road Drayton Oxon OX13 6RN	Single storey rear and side extension.	None	Pending
P16/V0578/LB P16/V0576/HH	The Old Farm House 44 High Street Drayton Abingdon OX14 4JW	The erection of a stone wall at the front of the property, as a boundary to the road (High Street) to replace a wooden fence.	None	Listed Building Consent on 18th April 2016
P16/V0668/HH	Hollies Barrow Road Drayton Oxfordshire OX14 4SU	Proposed new front porch.	None	Planning Permission on 20th April 2016
P16/V0675/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.	Objection	Pending
P16/V0816/HH	The Old Post House The Green Drayton Abingdon OX14 4JA	Remove existing summer house/shed - replace with single storey extension to side to enlarge utility room, provide new leisure room plus covered way to rear. Pitched roof to match existing.	None	Pending
P16/V0849/HH	8 Steventon Road Drayton Abingdon Oxfordshire OX14 4LE	Proposed single storey extension to the rear of the house. First floor extension over existing garage and two storey extension to side and rear of house and internal alterations	None	Pending
P16/V0827/HH	24 Corneville Road Drayton ABINGDON OX14 4HN	New roof to existing bungalow and loft conversion. Ground floor extensions to front and side.	Pending 5 <sup>th</sup> May	Pending
P16/V0893/HH	58 Hilliat Fields Drayton Abingdon OX14 4JF	Extend landing area (internal) and form new bedroom and en-suite over existing first floor structure.	Pending 6 <sup>th</sup> May	Pending

**(a) To discuss any of the Planning applications above** and to consider any late planning applications.  
**(b) To report on any Planning Business.**

**20. Correspondence.** To be noted, and agree any follow up actions.

**(a) Manor Close Parking Issues.**

**(b) Old Lodge, Henleys Lane.** Hedge trimming along public footpath.

**(c) B4016 Petition.**

**21. Items to be Noted from Parish Councillors.**

**22. The Date of the next Meeting.**

**The Date of the next Parish Council Meeting** to be confirmed as Monday 6<sup>th</sup> June 2016, at 7:30pm, in the Caudwell Day Centre.

**Standing Order 1z: Meetings shall not exceed a period of 3 hours.**