



Drayton Parish Council

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Minutes

held on Monday 7th November 2016 at 7:30pm
in the Caudwell Day Centre, Gravel Lane, Drayton, OX14 4HF



Present: Richard Williams (Chairman), Patricia Athawes, Matthew Lowy, Graham Webb, Colin Arnold, Tamsin Meredith, Colin West.

Not Present: Richard Wade (Vice Chairman), Pervin Shahin, Laura Billington.

In attendance: David Perrow (Parish Clerk and Responsible Financial Officer), Christopher Price (Deputy Parish Clerk and Meeting Administrator), Stuart Davenport (VWHDC) (arrived at 8:19pm), Richard Webber (OCC) (left at 8:11pm).

137/2016-17 Apologies for Absence.

Richard Wade (Vice Chairman), Pervin Shahin, Laura Billington.

138/2016-17 Variations of Business.

None at this stage of the meeting.

139/2016-17 News from OCC Councillor (Richard Webber).

(a) P16/V0675/O 10 Halls Close Drayton Abingdon OX14 4LU and P15/V2828/FUL Close End House 19 East Way Drayton OX14 4JZ. Richard Webber discussed these two planning applications and felt that if approved they would damage the Neighbourhood Development Plan and set a precedence for developers.

(b) Steventon Development. It was **noted** that a new proposed housing development at south Steventon would reduce the gap between Drayton and Steventon and may lead to the fusion the two Villages.

(c) Non Adopted Roads. It was **noted** that there will be a number of non adopted roads on the new Walnut Meadow development. Vehicle access to the new sports, play and open space facilities for the Parish Council and the public using the private roads would now need to be secured by legal agreement and the Clerk had instructed the Council's solicitor to seek these agreements from Millers/the Management Company.

Richard Webber (OCC) left at 8:11pm.

140/2016-17 News from VWHDC Councillor (Stuart Davenport).

This item of business was deferred until Stuart Davenport's arrival later in the meeting. See 142/2016-17.

141/2016-17 Public Participation.

There were 2 members of the public present: Jennifer Pooley and Derek Pooley. Both expressed an interest in planning applications P16/V0675/O 10 Halls Close Drayton Abingdon OX14 4LU and P15/V2828/FUL Close End House 19 East Way Drayton OX14 4JZ.

Stuart Davenport (VWHDC) arrived at 8:19pm.

142/2016-17 News from VWHDC Councillor (Stuart Davenport).

(a) P16/V0675/O 10 Halls Close Drayton Abingdon OX14 4LU. It was **noted** that Stuart Davenport and Ed Vaizey (MP) have both written letters to the Secretary of State asking him to re-consider the Inspector's decision to allow the Blue Cedar appeal to build up to 28 houses at Halls Close.

(b) P15/V2828/FUL Close End House 19 East Way Drayton OX14 4JZ. It was **noted** that this planning application will be considered by the VWHDC Planning Committee on 9th November 2016 and the officer's recommendations is to grant planning permission. It was **noted** that Stuart Davenport and Richard Williams will both speak against the application at the meeting. [Clerk's note: The Clerk received an email on 9th November 2016 from Shazz Evans (Business Support Officer (Customer Services), VWHDC) stating:

Planning Application No. P15/V2828/FUL, Close End House, 19 East Way, Drayton has been withdrawn from the committee meeting and will not be heard tonight.]

(c) Walnut Meadow Development. It was **noted** that planning condition trigger points are not being enforced. It was also **noted** that the Parish Council can help the VWHDC by monitoring the development and reporting back to the VWHDC.

(d) Recycling. It was **noted** that recycling bins will only be emptied if the contents is loose or in transparent bags. This has been advertised to residents via the website and Facebook.

143/2016-17 Declarations of Interest, Dispensations and Use of Delegated Powers.

None at this stage of the meeting.

144/2016-17 Minutes.

The minutes of the previous Parish Council Meeting held on 5th September 2016 were **confirmed** with no amendments. Richard Williams (Chairman) signed the minutes as a correct record.

Proposed: Colin Arnold

Seconded: Patricia Athawes

Resolved: Unanimous

145/2016-17 Action Checklist from the Previous Meeting.

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

(a) Footpath Renovation Plan. It was **agreed** to proceed with access improvements to allow wheelchairs/mobility scooters/prams and cyclists use footpaths to get around Drayton. It was also **agreed** to authorise the Clerk to apply to VWHDC to draw down the s106 monies for the footpath/cycle path improvements in the village, to be paid into the new Deposit Account (now open).

ACTION: Clerk to seek recommendations/quotations and put together a project plan and costings.

(b) Conservation Area Report. In order to get public selection of buildings and features for the ‘Local List’ it was **agreed** for the Clerk to arrange a visit with Kathryn Davies (Historic Buildings Consultant and Chartered Town Planner) to lead a tour around the village with interested locals.

ACTION: Clerk to arrange a visit with Kathryn Davies.

(c) Church/Burial Ground/Allotment Hedge. The Clerk received an email on 28th October 2016 with a quotation attached from Jenks (Arboricultural Contractors). It was **resolved** to authorise:

1. In Parish Council owned graveyard; to trim the top as had as possible with hedge cutters and trim sides to contain and tidy at a cost of £420.00.

2. x2 to lift to give approximately 4m ground clearance of secondary growth only and to thin remaining crown by 20% to allow more light into the area. £264.00.

Proposed: Colin West

Seconded: Colin Arnold

Resolved: Unanimous

It was **agreed** that the Clerk should ask St Peters Church to share the cost of trimming the hedges adjoining Parish Council land.

ACTION: Clerk to ask St Peters Church if they would share the cost of trimming the hedges adjoining Parish Council land.

(d) Burial Ground Layout. It was **resolved** to adopt the ‘Drayton Cemetery Plan 2016 11 07 - as 7th November 2016 DRAFT.xls’.

Proposed: Graham Webb

Seconded: Colin Arnold

Resolved: Unanimous

It was **agreed** for the Clerk to place an advert in the Chronicle in the New Year asking for any landowners to come forward with possible allotment land for purchase or long term lease by the Council.

ACTION: Clerk to place advert in the Chronicle in the New Year asking for any landowners to come forward with possible allotment land for purchase or long term lease by the Council.

(e) Lockway Playground Signage. It was **noted** that the picnic table has been delivered and ideally needs to be installed where the sarsen stone is.

ACTION: Clerk to obtain quotation to move sarsen stone and install table.

146/2016-17 Finance & Personnel Committee

Power	Payments	Invoice Amount	Including VAT
Open Spaces Act 1906 s10	Landscape Group Oxford – Grass Cutting	*£500.00	Nil

LGA 1972 s112	Clerk's Salary PC: £337.64 (40 hrs per month); D2020 £168.83 (20 hrs o/t)	*£506.47	Nil
LGA 1972 s112	Deputy Clerk's Salary (40 hrs per month)	*£366.17	Nil
LGA 1972 s111	HMRC – Tax and NI PC: £175.93 D2020: £42.27	*£218.20	Nil
Contract/ Pensions Act 2014	Deputy Clerk's Pension (employee 5.5 % £26.63 ; Employer 16.6% £80.38)	*£107.01	Nil
LGA FP 1963 s5	Clerk's Expenses	*£68.05	Nil
LGA FP 1963 s5	Deputy Clerk's Expenses	*£71.14	Nil
LG(MP) 1976 s19	Realise Futures Picnic Table (with credit note offset)	*£257.95	£42.99
LGA (1972) s114	Microshade Quarterly Hosting Fee	*£166.50	£27.75
LGA 1972 s134 (4)	Caudwell Day Centre Room Hire July August Sept	£47.50	Nil
LGA 1972 s137	Kathryn Davies Conservation Area Report	£2,500.00	Nil
Total payments this month		£4,808.99	£70.74
Receipts: Refund of overpayment to SLCC			£46.00
Total Receipts last month			£46.00

(a) Bank Reconciliation. Current account £33,415.58, Deposit Account £19,821.40, Undrawn cheques nil, Payments not yet credited nil. **Total funds = £53,236.98 excluding payments above.**

(b) Grant Application. 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 Graham Webb.

(d) Footpaths/cycle paths improvement project. This had been discussed earlier in the meeting under 145/2016-17 Action Checklist from the Previous Meeting (a).

(e) Burial Ground layout. This had been discussed earlier in the meeting under 145/2016-17 Action Checklist from the Previous Meeting (d).

(f) Pruning of hedges/trees and tree removal in burial ground. This had been discussed earlier in the meeting under 145/2016-17 Action Checklist from the Previous Meeting (c).

147/2016-17 Drayton2020 Implementation Committee (Richard Williams).

Preschool Architects. It was **noted** that 1 of the 3 architects has pulled out and have not tendered.

148/2016-17 Rights of Way & Conservation Working Group (Graham Webb).

Conservation Area Report. This had been discussed earlier in the meeting under 145/2016-17 Action Checklist from the Previous Meeting (b).

149/2016-17 Leisure & General Purposes Working Group (Patricia Athawes).

(a) Village Caretaker's Report. Steven Sadler (Village Caretaker) was not able to do any work last month.

(b) Victoria Cross Paving Stone Installation/Ceremony, 22nd January 2017. It was **noted** that the Lord Lieutenant is sending his Deputy Lieutenant.

ACTION: Clerk to apply for funding from the Heritage Lottery Fund's 'First World War: Then and Now'.

150/2016-17 Updated Welcome Pack/shops Promotion & Chronicle Involvement.

ACTION: Richard Williams to check and update Village leaflet.

151/2016-17 Thames Valley Police Satellite Offices Closures.

It was **noted** that all Satellite Offices will close when their tenancy runs out.

152/2016-17 Planning Committee Business (Richard Williams).

Ref	Address	Details	PC	VWHDC
P15/V28 28/FUL	Close End House 19 East Way Drayton OX14 4JZ	Development of 8 dwellings and new access road. Amendment 1	Objection	Pending
P16/V06 75/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/V14 39/FUL	Land to rear of The Stables Drayton Mill Milton Road OX14 4FD	The erection of a three bed dwelling to the rear of The Stables.	None	Pending
P16/V20 96/FUL	Woodside 157 Drayton Road Sutton Courtenay ABINGDON OX14 4HA	Demolition of existing dwelling. Erection of 2 barn-style dwellings with communal courtyard parking and carports	None	Pending
P16/V17 05/FUL	Land at Manor Farm Drayton Oxon	Demolition of existing agricultural buildings and a new residential development of 58 dwellings, together with a new vehicular access onto Abingdon Road, new pedestrian and cycle accesses onto Abingdon Road, Henleys Lane and Gravel Lane and public open space including a new village green and associated landscaping.	Objection	Pending
P16/V23 16/HH	The Bothy 2 Halls Close Drayton ABINGDON OX14 4LU	Addition of two dormer windows replacing roof lights to the front elevation.	None	Planning Perm on 26th October 2016
P16/V23 75/HH	60 Hilliat Fields Drayton ABINGDON OX14 4JF	Two storey rear extension to accommodate new kitchen/dining room and new bedroom with ensuite.	None	Planning Perm on 28 th Oct 2016
P16/V23 22/HH	51 Sutton Wick Lane Drayton ABINGDON OX14 4HH	In-filling of existing courtyard to create habitable space, alterations to fenestration of all elevations and alteration of existing vehicular access.	None	Planning Perm on 24th October 2016
P16/V23 09/A	Land West of Abingdon Road Drayton OX14 4SU	Proposed Signage	None	Pending

P16/V2493/HH. 86 Steventon Road Drayton Abingdon Oxfordshire OX14 4LD. Single storey side and rear extension. **Support.**

P16/V2541/FUL. Stonehill House Stonehill Drayton Abingdon OX14 4AA. Change of Use of Barn from Ancillary residential (storage and chapel use) to Class D1/D2 and Garden Area from Agricultural to Class D1/D2. **Support.**

P16/V2556/HH. 54 Church Lane Drayton Abingdon OX14 4JS. Replace single storey rear extension and internal remodelling. **Response:** This property is near grade 2 listed buildings and near the conservation area, so work needs to be done sensitively and in keeping.

P16/V2532/HH. 4 Fisher Close Drayton OXON OX14 4LT. Conversion of existing garage into music room Construction of new conservatory. **Support.**

P16/V2579/FUL. 41 Sutton Wick Lane Drayton ABINGDON OX14 4HH. Change of use from existing detached garage and workshop with ancillary accommodation above, to a self contained two bedroom dwelling. **Support.**

P16/V2595/LB. 15 The Green Drayton ABINGDON OX14 4JJ. Rectification works to regularise the replacement of upvc rain water goods with Cast Iron. **Support.**

153/2016-17 Correspondence.

Correspondence was **noted**.

154/2015-16 Items to be noted from Parish Councillors.

There was nothing to be **noted** from Parish Councillors.

155/2015-16 The Date of the next Meetings.

(a) Finance & Personnel Committee. 14th November 2016, 7:00pm, Caudwell Day Centre.

(b) Planning Committee. 5th December 2016, 7:00pm, Caudwell Day Centre.

(c) Parish Council. 5th December 2016, 7:30pm, Caudwell Day Centre.

The meeting concluded at 9:54pm.

Signed:

Date: 5th December 2016.

Name: Richard Williams (Chairman, Drayton Parish Council).