



Drayton Parish Council

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Minutes

held on Monday 5th December 2016 at 7:30pm
in the Caudwell Day Centre, Gravel Lane, Drayton, OX14 4HF



Present: Richard Williams (Chairman), Richard Wade (Vice Chairman), Patricia Athawes, Matthew Lowy, Graham Webb, Colin Arnold, Tamsin Meredith (arrived at 7:35pm), Colin West.

Not Present: 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) (left at 8:36pm), Richard Webber (OCC) (arrived at 8:37pm and left at 9:54pm).

156/2016-17 Apologies for Absence.

Pervin Shahin, Laura Billington.

157/2016-17 Variations of Business.

It was **agreed** to expedite item: General Power of Competence.

158/2016-17 News from OCC Councillor (Richard Webber).

This item of business was deferred until Richard Webber's arrival later in the meeting. See item 166/2016-17.

159/2016-17 News from VWHDC Councillor (Stuart Davenport).

(a) P15/V2828/FUL Close End House 19 East Way Drayton OX14 4JZ. Stuart Davenport reported that this application was approved on 30th November 2016 at the VWHDC's planning committee meeting. Stuart Davenport said that approval was disappointing but not unexpected given the officer's report. Access still needs to be addressed and may be subject to legal proceedings.

(b) P16/V0675/O 10 Halls Close Drayton Abingdon OX14 4LU. The VWHDC has considered whether to proceed with an appeal against the inspector's ruling to grant planning permission. It would appear, although yet to be confirmed, that the VWHDC will not be pursuing this option as their legal advice indicated they are unlikely to be successful.

(c) VWHDC Local Plan 2031 Part 1 has been confirmed as "sound" by the inspector. This means the VWHDC now has a 5 year housing land supply. A report recommending adoption of the Plan will be considered at Full Council on 14th December 2016.

Tamsin Meredith arrived at 7:35pm.

160/2016-17 Public Participation.

There were 6 members of the public present: Paul Mayhew-Archer, Julie Mayhew-Archer, Paul Coster, Roxy Elford (Youth Worker, DAMASCUS), Holly Freeland (Youth Worker, DAMASCUS), Derek Stork (Hon Chairman, GARD).

(a) P15/V2828/FUL Close End House 19 East Way Drayton OX14 4JZ. 2 Parishioners asked Stuart Davenport why he was not present at the appeal hearing for this application. Stuart Davenport reported that he had to attend an emergency at work. It was **noted** that the Parish Council should perhaps inform other Parish Councils that are in the process of developing a Neighbourhood Development Plan on recent events.

(b) P16/V0675/O 10 Halls Close Drayton Abingdon OX14 4LU. A parishioner expressed an interest in this application.

Stuart Davenport (VWHDC) left at 8:36pm.
Richard Webber (OCC) arrived at 8:37pm.

(c) DAMASCUS. Roxy Elford and Holly Freeland both reported on the DAMASCUS youth project, salient points are: Youth Club for ages 10-14 every Monday 6-7pm, Trained two young leaders with AQA qualifications whom are now volunteering at youth club each week, One-to-one support for just over 20 young people, Successfully supported 5 young people in finding employment and another in accessing college, 2 historical bike rides (We are yet to find the old lock!), Delivered inter-generational sports and BBQ events, Delivered several issue based workshops (Staying Safe Online, Staying Safe in the Community, Drug and Alcohol Awareness, Healthy/Unhealthy relationships and Workshops at Drayton Community Primary School.

(d) Group Against Reservoir Development (GARD). Derek Stork reported on GARD that is a group of individuals whose aim is to identify and promote viable solutions to meet the future needs of water users in the Thames Water Region. GARD is advised by eminent water industry practitioners. Their committee is composed of voluntary, unpaid members with technical experience, each of whom is free from any political or vested interests.

161/2016-17 Declarations of Interest, Dispensations and Use of Delegated Powers.

None at this stage of the meeting.

162/2016-17 Minutes.

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

[Clerk's Note: Minutes were signed after the meeting.]

Proposed: Graham Webb

Seconded: Patricia Athawes

Resolved: Unanimous

163/2016-17 Action Checklist from the Previous Meeting.

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

Church/Burial Ground/Allotment Hedge. The Clerk has asked St Peters Church if they would share the cost of trimming the hedges adjoining Parish Council land. The Clerk received an email on 9th November 2016 from Alison Bone (Churchwarden, St Peters Church) stating: *[Thank you for your email and quote for the work to the hedges. This was discussed at our PCC meeting last night, and this morning we have looked at the hedges in question. We feel that a reduction in the height of the hedges to 6ft is too drastic, and would not be in keeping with the height of other hedges in the churchyard and in the parish council burial ground. We would like to propose that the height be reduced to 7ft. I am afraid that funds are rather tight at the moment, however we would like to offer to contribute £100 to the height reduction only. A working party from St Peter's Church will undertake to trim back the sides of the hedges on the churchyard side.]* The Clerk received an email on 23rd November 2016 from Morwenna Carter (Accounts Administrator, Jenks) with an amended quotation attached to the NET sum of £1,100.00. It was **agreed** to proceed.

ACTION: Clerk to ask Jenks to trim the burial ground hedge.

164/2016-17 General Power of Competence (GPC).

The Clerk has passed 'Certificate in Local Council Administration'. At present the Parish Council has Duties (which it must carry out) and Powers (which it can exercise in certain circumstances according to the specific law under which these powers are granted). Adopting the GPC allows Parish Councils to do whatever is lawful for an individual. It was **resolved** to adopt the GPC. The Council confirms that it complies with the two conditions for adopting the GPC: That it has the necessary two-thirds of the Councillors elected, and that it has a suitably qualified Clerk in place.

Proposed: Richard Wade

Seconded: Colin Arnold

Resolved: Unanimous

165/2016-17 Finance & Personnel Committee

Power	Payments	Invoice Amount	Including VAT
Open Spaces Act 1906 s10	Steve Sadler – Village Caretaker’s November invoice	*£137.50	Nil
LGA 1972 s112	Clerk’s Salary PC: £337.78 (40 hrs per month); D2020 £168.89 (20 hrs o/t)	*£506.67	Nil
LGA 1972 s112	Deputy Clerk’s Salary (40 hrs per month)	*£356.56	Nil
LGA 1972 s111	HMRC – Tax and NI PC: £173.60 D2020: £42.20	*£215.80	Nil
Contract/ Pensions Act 2014	Deputy Clerk’s Pension (employee 5.5 % £25.94 ; Employer 16.6% £78.30)	*£104.24	Nil
LGA FP 1963 s5	Clerk’s Expenses	*£101.25	£3.32
LGA FP 1963 s5	Deputy Clerk’s Expenses	*£32.90	Nil
LGA 1972 s145	White Horse Contractors – 50% for drainage/layout plan for sports pitches [<i>D2020 Sports Pitch Projects Account</i>]	*£1,500.00	£250.00
LGA 1972 s111	SLCC – book purchases for Clerk’s library	*£245.12	Nil
LG (MP) Act 1976 s19	Drayton Football Club – Sept & October grass cuts @£140 pcm	£280.00	Nil
LGA 1972 s134 (4)	St Peters Church – D2020 Room Hire Sept-Nov 2016	£45.00	Nil
S&A Act 1908 s26	Thames Water – Water Services [Direct Debit]	*£14.48	Nil
DP Act 1998/2003	Information Commissioner – Annual DPA Registration [Direct Debit]	*£35.00	Nil
Total payments this month		£3,574.52	£253.32
Receipts: None			£0
Total Receipts last month			£0

(a) Bank Reconciliation. Current account £28,654.09, Deposit Account £19,821.40; Projects Account £30,000.00. Undrawn cheques £47.50, Payments not yet credited £235.00 **Total funds = £48,662.99 PC account. £30,000.00 projects account (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 Richard Williams.

(d) Budget Setting and Precept. The recommendations of the November Finance and Personnel Committee were considered and it was **resolved** to:

* **Agree the Parish Council Budget.** A balanced budget of £82,624.00.

Proposed: Richard Wade **Seconded:** Patricia Athawes **Resolved:** Unanimous

* **Set the level of charges.** Burial Charges – Charges are currently £55.00/£110.00/£125.00. Increase by 3% (and rounded up) April 2017: £57.50/£115.00/£130.00. Also, increase differential for non-parishioners from 2x to 3x these charges. No change to allotment charges.

Proposed: Richard Wade **Seconded:** Patricia Athawes **Resolved:** Unanimous

* **Set the Precept.** Increase the precept from the present £40,000.00 to £80,000.00.

Proposed: Richard Wade **Seconded:** Patricia Athawes **Resolved:** Unanimous

(e) Risk Assessment and Audit. These papers have already been reviewed and approved by Finance Committee. It was **resolved** to authorise the acceptance of:

* **The Risk Assessment.**

Proposed: Colin Arnold **Seconded:** Richard Wade **Resolved:** Unanimous

*** The Review of Effectiveness of Audit.**

Proposed: Colin Arnold

Seconded: Richard Wade

Resolved: Unanimous

The papers were signed by Richard Wade, Richard Williams and Patricia Athawes. It was **noted** due to the Iceland banking crash a lot of Councils lost money, but now Councils who register with their banks are covered up to £85,000.00. It was also **noted** that we (Drayton Parish Council) should only draw \$106 monies when we need it, so as to keep balances low. The Council's Fidelity Insurance is currently £100,000.00 and will need to be increased next financial year.

166/2016-17 News from OCC Councillor (Richard Webber).

Walnut Meadow Development. Richard Webber is working hard to try to resolve compliance issues with OCC (namely the closure of Barrow Road for sewage pipe installation, the improvement to the Walnut Meadow Road junction and lighting, the movement of the 30mph limit and the adoption of the estate roads). He has agreed to meet formally with Miller Homes, and contact residents and other stakeholders to try to resolve the many issues that have arisen over the development. There may be access issues to the new sports pavilion if roads are left unadopted.

Richard Webber left at 9:54pm.

167/2016-17 Drayton2020 Implementation Committee (Richard Williams).

(a) P16/V0675/O 10 Halls Close Drayton Abingdon OX14 4LU. The Clerk received an email on 2nd December 2016 from Emily Hamerton (Development Manager, VWHDC) stating: *[After Wednesday evenings Planning Committee meeting I briefly spoke to several parish cllrs and Cllr Stuart Davenport and suggested that we arrange a meeting to discuss the neighbourhood plan and the recent appeal decision at Halls Close. I would be grateful if you could ask the cllrs for some dates that they would be available to come into our offices and discuss this.]* It was **agreed** that Richard Williams, Richard Wade, David Perrow, Stuart Davenport and Richard Webber should attend the meeting.

ACTION: Clerk to arrange meeting with Emily Hamerton.

(b) Drayton Preschool. It was **agreed** that the Parish Council should consider using its newly acquired power of 'General Power of Competence' to take on the preschool re-building project. This will mean VAT is reclaimable (on a £150,000.00 project this will be £30,000.00 extra).

168/2016-17 Rights of Way & Conservation Working Group (Graham Webb).

Halls Close Pyracantha Hedge. It was **noted** that the Parish Council agreed to maintain this hedge 19 years ago. It was also **noted** that this year's annual prune will cost the Parish Council about £150.00. It was **agreed** to consider removing this hedge.

ACTION: Deputy Clerk to explore the removal of this hedge with Halls Close residents.

169/2016-17 Leisure & General Purposes Working Group (Patricia Athawes).

(a) Village Caretaker's Report was received and **noted**.

(b) Victoria Cross Paving Stone Installation/Ceremony, 22nd January 2017. It was **noted** that another meeting is required.

ACTION: Clerk to arrange meeting.

170/2016-17 Parish Council Meeting Dates.

It was **agreed** to accept the proposed meeting dates for 2017.

ACTION: Deputy Clerk to book Caudwell Day Centre and book Small Hall at Drayton Village Hall for the Finance Committees and publish dates on the website and displayed on the bus stop noticeboard.

171/2016-17 Bins.

Tamsin Meredith raise the follow on behalf of the Village Hall Management Committee: A bigger bin for outside the park, as the one there now is too small and a dog bin by the bins on the south side for Village Hall

car park. It was **noted** that the VWHDC no longer supply dog bins and dog excrement can now be deposited in any litter bin.

ACTION: Deputy Clerk to research/recommend litter bins and find out if Grundon (Waste Management Limited) the refuse collector for the Village hall take dog excrement.

172/2016-17 Planning Committee Business (Richard Williams).

Ref	Address	Details	PC	VWHDC
P15/V2828/ FUL	Close End House 19 East Way Drayton OX14 4JZ	Development of 8 dwellings and new access road. Amendment 1	Objection	Approved
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/V1439/ 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	Planning Perm on 10th November 2016
P16/V2096/ 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/V1705/ 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/V2309/ A	Land West of Abingdon Road Drayton OX14 4SU	Proposed Signage	None	Consent to Display an Advertisement on 7th Nov

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

PC: Support. VWHDC: Planning Permission on 14th November 2016.

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

PC: Support. VWHDC: Pending.

P16/V2556/HH. 54 Church Lane Drayton Abingdon OX14 4JS. Replace single storey rear extension and internal remodelling.

PC: Response: This property is near grade 2 listed buildings and near the conservation area, so work needs to be done sensitively and in keeping. **VWHDC: Planning Permission on 14th November 2016.**

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

PC: Support. VWHDC: Pending.

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.

PC: Support. VWHDC: Pending.

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

PC: Support. VWHDC: Listed Building Consent on 10th November 2016.

P16/V2872/HH. 24 Corneville Road Drayton ABINGDON OX14 4HN. Demolition of sub standard garage and erection of new garage. Block up existing access and create new access as shown on plans.

PC: Support. VWHDC: Pending.

P16/V2872/HH. 24 Corneville Road Drayton ABINGDON OX14 4HN. Demolition of sub standard garage and erection of new garage. Block up existing access and create new access as shown on plans.

PC: Support. VWHDC: Pending.

P16/V2954/FUL and P16/V2955/LB. 3 Church Lane Drayton ABINGDON OX14 4JS. Proposed new 3 bedroom dwelling with associated surface parking and creation of new dropped kerb and vehicular access by demolishing a section of the boundary wall.

PC: Support: The Parish Council would like as much of the boundary wall along Church Lane preserved and retained as possible. **VWHDC: Pending.**

173/2016-17 Correspondence.

(a) Tree Preservation Order No. 16V15. It was **agreed** that the Parish Council should **support** the preservation of some trees at Church Cottage, Church Lane.

ACTION: Deputy Clerk to respond to the VWHDC.

(b) B4016 Traffic Speed. The Clerk received an email on 30th November 2016 from Linda Martin (Clerk, Sutton Courtenay Parish Council) asking if any Councillors would like to attend a meeting with Sutton Courtenay Parish Council to discuss traffic speed along the B4016. It was **noted** that the matter has already been discussed and all solutions have been exhausted. It was **agreed** not to attend a meeting.

ACTION: Deputy Clerk to respond to Linda Martin.

174/2015-16 Items to be noted from Parish Councillors.

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

175/2015-16 The Date of the next Meetings.

9th January 2017, 7:30pm, Caudwell Day Centre.

The meeting concluded at 10:30pm.

Signed:

Date: 9th January 2017.

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