



# Drayton Parish Council

[www.DraytonPC.org](http://www.DraytonPC.org)

## Minutes

held on Monday 9<sup>th</sup> January 2017 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 (left at 10:00pm), Colin Arnold, Tamsin Meredith, Colin West, Pervin Shahin (arrived at 8:26pm), Laura Billington.

**Not Present:** All councillors were present.

**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 and left at 9:21pm), Richard Webber (OCC) (arrived at 8:00pm and left at 9:21pm).

Note: Drayton Parish Council operates under the Power of General Competence, adopted December 2016.

### **176/2016-17 Apologies for Absence.**

None.

### **177/2016-17 Variations of Business.**

None.

### **178/2016-17 News from OCC Councillor (Richard Webber).**

This item of business was deferred until Richard Webber's arrival later in the meeting.  
See item 181/2016-17.

### **179/2016-17 News from VWHDC Councillor (Stuart Davenport).**

This item of business was deferred until Stuart Davenport's arrival later in the meeting.  
See item 182/2016-17.

### **180/2016-17 Public Participation.**

There were 3 members of the public present: Paul Mayhew-Archer, Daniel Scharf, Richard Seamark.

**(a) P15/V2828/FUL Close End House 19 East Way Drayton OX14 4JZ.** A Parishioner expressed an interest in this planning application with regards to the Neighbourhood Development Plan.

**(b) Football Club, Grass Cutting.** Richard Seamark thanked the Parish Council for the financial support for grass cutting and reported that the club doing well. The Parish Council indicated that they would be willing to consider a grant application for grass cutting for next financial year beginning April.

**(c) P16/V1705/FUL Amendment: No. 1 - dated 3rd January 2017. Land at Manor Farm.** A Parishioner expressed an objection to this revised planning application. It was **noted** that it had been **agreed** in the preceding Planning Committee meeting to request an extension for this planning application amendment and hold a Planning Committee meeting on 23<sup>rd</sup> January 2017 to discuss this amendment.

### **Richard Webber (OCC) arrived at 8:00pm.**

### **181/2016-17 News from OCC Councillor (Richard Webber).**

**(a) Budget.** Richard Webber reported that the government's autumn statement financial settlement for local government contained no surprises and that OCC budget assumptions were in line with the settlement.

**(b) Unity Authority.** Richard Webber reported that the unitary proposal document will be going out to

public consultation in the next day or two with a view to presenting final proposals to government in the next three months.

**(c) OCC Election.** Richard Webber indicated that he will be standing for re-election in the forthcoming election.

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

**Pervin Shahin arrived at 8:26pm.**

**182/2016-17 News from VWHDC Councillor (Stuart Davenport).**

**(a) Smaller Refuse Lorry.** Stuart Davenport reported that he is in discussion with the VWHDC to secure bin collections from outside all the properties of Abingdon Road. This may be achieved by the VWHDC eventually using a smaller refuse lorry, or changes to the current round.

**(b) Planning Enforcement.** It was **noted** that Miller Homes are not following planning enforcement rules on the new Walnut Meadow development. The VWHDC are now having 'pre commencement enforcement visits' on the south of high street development, and this would also be done for other large developments in future.

**(c) OCC Election.** Stuart Davenport indicated that he will be standing for election as an OCC councillor at the forthcoming election.

**183/2016-17 Declarations of Interest, Dispensations and Use of Delegated Powers.**

None.

**184/2016-17 Minutes.**

**The minutes of the previous Parish Council Meeting were confirmed with no amendments.**

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

**Proposed:** Graham Webb

**Seconded:** Patricia Athawes

**Resolved:** Unanimously

**185/2016-17 Action Checklist from the Previous Meeting.**

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

**(a) P16/V0675/O 10 Halls Close Drayton Abingdon OX14 4LU.** The Clerk has arranged a meeting with Emily Hamerton (Development Manager, VWHDC) for 8<sup>th</sup> February 2017.

**(b) Halls Close Pyracantha Hedge.** The Deputy Clerk has sent letters to local home owners asking if they have any objection to the removal of this hedge.

**(c) Village Hall Car Park Bins.** The Village Hall Management Committee has requested bigger bins for the Village Hall car park. The Deputy Clerk received an email on 13<sup>th</sup> December 2016 from Lisa Hawson (Clinical Waste Sales, Grundon Waste Management Ltd) stating: *[Further to our conversation earlier – the threshold for dog waste in commercial wheelie bins is 7kg per collection. This equates to approximately half a black bin liner full. I understand that it is difficult to assess how much waste is going into the wheelie bins but if it is a few stray dog walkers using the general waste bins to dispose of their dog faeces, the actual amount of the dog faeces should fall under the 7kg threshold for each general waste collection.]*

**ACTION:** Tamsin Meredith to advise on what type of litter bins the Village Hall Management Committee would like for the Village Hall car park.

**186/2016-17 Finance & Personnel Committee (Richard Wade).**

<b>Payments.</b> Drayton Parish Council operates under the General Power of Competence adopted in December 2016	<b>Invoice Amount</b>	<b>Including VAT</b>
Steve Sadler – Village Caretaker’s December invoice	*£125.00	Nil
Clerk’s Salary PC: £337.78 (40 hrs per month); D2020 £168.89 (20 hrs o/t)	*£506.67	Nil
Deputy Clerk’s Salary (40 hrs per month)	*£304.59	Nil
HMRC – Tax and NI PC: £160.60 D2020: £42.20	*£202.80	Nil

Deputy Clerk's Pension (employee 5.5 % £22.16 ; Employer 16.6% £66.89	*£89.05	Nil
Clerk's Expenses	*£71.00	£1.09
Deputy Clerk's Expenses	*£80.25	£0.16
OALC – Cilca Mentoring fee for Deputy Clerk	*£240.00	£40.00
Valuation Office Agency Fee – Report of Ashley Joynson	*£898.62	£149.77
Microshade – Quarterly Hosting Fee/Software Rental	*£166.50	£27.75
+Stanhope Wilkinson Associates – Architect Fee for Pavilion Design part) – D2020	*£6,000.00	£1,000.00
Caudwell Day Centre Room Hire – Oct/Nov/Dec 2016	£50.00	Nil
Tappins Coaches Ltd – Coach Hire for VC event 22 <sup>nd</sup> Jan 2017	£240.00	Nil
<b>Total payments this month</b>	<b>£8,974.48</b>	<b>£1,218.77</b>
+ Payment from Current Account with transfer of equivalent <u>net</u> funds from Project Account		
<b>Receipts:</b>		
Burial and Memorial Fees		£345.00
<b>Total Receipts last month</b>		<b>£345.00</b>

(a) **Bank Reconciliation.** Current account £26,908.55, Deposit Account £19,821.40; Undrawn cheques- None, Payments not yet credited None **Total funds = £46,729.95 PC account. £28,501.93 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 Tamsin Meredith.

**187/2016-17 Drayton2020 Implementation Committee** (Richard Williams).

(a) **Walnut Meadow Development / Parish Council Assets and Facilities.** It was **noted** that there is a meeting on 11<sup>th</sup> January 2017 with the Clerk, Colin Arnold, Nigel Porter (Director, Drayton2020 Implementation (Technical)) and Peter Dunford (Miller Homes) to resolve the outstanding issues. It was **agreed** that the Clerk should escalate matters with our solicitors if this meeting does not resolve the outstanding issues.

(b) **Sports Pavilion Design.** It was **noted** that there is a meeting on 13<sup>th</sup> January 2017 with the architects to finalise the plans. It was **resolved** to authorise the Clerk and Colin Arnold to sign of the architect's drawings for application for planning permission to VWHDC if they are happy.

**Proposed:** Colin West

**Seconded:** Matthew Lowy

**Resolved:** Unanimously

**ACTION:** Clerk to email latest plans to the Council.

**Stuart Davenport (VWHDC) and Richard Webber (OCC) left at 9:21pm.**

**188/2016-17 Rights of Way & Conservation Working Group** (Graham Webb).

**Footpath/Cycle path improvements.** The Clerk reported on the quotations received, which vary wildly, and advised on the actions to be taken that includes access improvements to allow prams, wheelchairs, mobility scooters etc to access the footpath network. Richard Wade expressed concerns with the proposed mixed use of footpaths and feels there are legal, safety and practical issues about shared use that need to be resolved. It was **agreed** that the Clerk should get a 4<sup>th</sup> quotation.

**ACTION:** Clerk to get another quotation. Graham Webb to advise on bridleways that could also do with improvement.

**189/2016-17 Leisure & General Purposes Working Group** (Patricia Athawes).

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

(b) **Victoria Cross Paving Stone Installation/Ceremony, 22<sup>nd</sup> January 2017.** It was **noted** that there is a meeting of the VC Event Working Group on 10<sup>th</sup> January 2017, the Victoria Cross paving stone has been

delivered and the VWHDC has granted us a grant to the sum of £319.00.

**190/2016-17 Planning Committee Business (Richard Williams).**

**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.

**PC:** Objection. **VWHDC:** Pending.

**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

**PC:** None. **VWHDC:** 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.

**PC:** Objection. **VWHDC:** Pending.

**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.

**PC:** Support. **VWHDC:** Pending.

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

**PC:** Support. **VWHDC:** Refusal of Planning Permission on 1<sup>st</sup> December 2016.

**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:** Planning Permission on 7<sup>th</sup> December 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/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.

**P16/V2939/FUL** The erection of an infill dwelling to the rear of The Stables, Drayton Mill. Land to the rear of The Stables Drayton Mill Drayton Oxfordshire

**PC:** Response: The Parish Council feels that the Drayton Mill site may be becoming over developed in a rural context. **VWHDC:** Pending.

**P16/V1705/FUL Amendment: No. 1 - dated 3rd January 2017.** 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. (As per amended plans and documents received 2016 12 23). Land at Manor Farm Drayton Oxon.

**PC:** Pending. **VWHDC:** Pending.

**191/2016-17 Correspondence.**

None.

**192/2015-16 Items to be noted from Parish Councillors.**

None.

**Graham Webb left the meeting at 10:00pm and did not partake in the following resolution.**

**193/2015-16 Reserved Business.** There were no press or public present.

**Application for Land Purchase of Allotment Land Neighbouring a Residential Property.** The Clerk received an email on 13<sup>th</sup> December 2016 from Ashley Joynson (Senior Surveyor, DVS Property Services) with his valuation report attached. It was **resolved** to circulate the report to the Finance & Personnel Committee, add this matter to the next Finance and Personnel Committee agenda and to mandate the Finance Committee to decide on the price to be offered on the land sale.

**Proposed:** Colin Arnold

**Seconded:** Colin West

**Resolved:** Unanimously

**ACTION:** Clerk to circulate the valuation report to the Finance & Personnel Committee and add this matter to the next Finance and Personnel Committee agenda.

**194/2015-16 The Date of the next Meetings.**

(a) **Finance and Personnel Committee.** 23<sup>rd</sup> January 2017 at 7:00pm in the Village Hall, Small Hall.

(b) **Planning Committee - P16/V1705/FUL.** 23<sup>rd</sup> January 2017 at 7:45pm in the Village Hall, Small Hall.

(c) **Planning Committee.** 6<sup>th</sup> February 2017 at 7:00pm in the Caudwell Day Centre.

(d) **Parish Council.** 6<sup>th</sup> February 2017 at 7:30pm in the Caudwell Day Centre.

**The meeting concluded at 10:08pm.**

**Signed:**

**Date:** 6<sup>th</sup> February 2017.

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