



Drayton Parish Council

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Minutes

held on Monday 6th February 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, Colin Arnold, Tamsin Meredith (left at 8:46pm), Colin West, Pervin Shahin, Laura Billington.

Not Present: Graham Webb.

In attendance: David Perrow (Parish Clerk and Responsible Financial Officer), Christopher Price (Deputy Parish Clerk and Meeting Administrator), Stuart Davenport (VWHDC) (arrived at 8:15pm and left at 8:57pm), Richard Webber (OCC) (arrived at 8:15pm and left at 8:57pm).

The Chairman declared the meeting open at 7:52pm - due to late finish of the preceding Planning Committee Meeting.

195/2016-17 Apologies for Absence.

Tamsin Meredith (early departure), Graham Webb, Stuart Davenport (VWHDC) (Late arrival), Richard Webber (late arrival).

196/2016-17 Variations of Business.

District and County Councillors business delayed until their arrival.

197/2016-17 News from OCC Councillor (Richard Webber).

This item of business was deferred until Richard Webber's arrival later in the meeting.
See item 204/2016-17.

198/2016-17 News from VWHDC Councillor (Stuart Davenport).

This item of business was deferred until Stuart Davenport's arrival later in the meeting.
See item 203/2016-17.

199/2016-17 Public Participation.

There was 1 member of the public present: Paul Coster.

South of High Street Development. A parishioner reported that security fencing has been erected around the site and asked if the VWHDC have conducted their pre commencement site visit. He also has concerns with surface water and flooding. Matter continued upon Stuart Davenport's arrival later in the meeting. See item 203/2016-17.

200/2016-17 Declarations of Interest, Dispensations and Use of Delegated Powers.

None.

201/2016-17 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: Patricia Athawes

Seconded: Matthew Lowy

Resolved: Unanimously

202/2016-17 Action Checklist from the Previous Meeting.

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

(a) Sports Pavilion. The architect's plans have been submitted to the VWHDC for planning permission.

(b) Application for Land Purchase of Allotment Land Neighbouring a Residential Property. At the Finance & Personnel Committee held 23rd January 2017 it was **resolved** to offer this land for sale at a price within the range recommended in the District Valuer's Report.

(c) Village Hall Car Park Bins. It was **agreed** to procure a litter bin from Neptune (Contemporary and traditional street furniture) Type: Southampton Bin / Code: SF14 / Cost: £520.00 + £70.00 + VAT carriage.
ACTION: Clerk to order litter bin.

Stuart Davenport (VWHDC) and Richard Webber (OCC) arrived at 8:15pm.

203/2016-17 News from VWHDC Councillor (Stuart Davenport).

(a) South of High Street Development. Stuart Davenport will look into the security fencing that is being erected around the site and find out whether the VWHDC have conducted their pre commencement site visit. Stuart Davenport will also look into flooding issue.

(b) Unity Authority. A plan has been agreed for unity authority across Oxfordshire. The unitary proposal document consultation ends 28th February 2017 with a view to presenting final proposals to the secretary of state for local government in the next three months. VWHDC and South Oxfordshire DC are now supporting OCC in their proposals.

(c) 16/V1705/FUL Amendment: No. 1 - dated 3rd January 2017. Manor Farm Development. Stuart Davenport stated that he intends to call in this planning application so that it is discussed at the VWHDC planning meeting.

204/2016-17 News from OCC Councillor (Richard Webber).

Walnut Meadow Development. Richard Webber is working hard to try to resolve issues such as making good Barrow Road after being dug up by the developer. It was **noted** OCC have decided that the 30mph speed limit will not be moved northwards due to an objection from the Police.

Tamsin Meredith left at 8:46pm.

205/2016-17 Finance & Personnel Committee (Richard Wade).

Payments. Drayton Parish Council operates under the General Power of Competence adopted in December 2016	Invoice Amount	Including VAT
Steve Sadler – Village Caretaker’s December invoice	*£204.48	£7.00
Clerk’s Salary PC: £336.81 (40 hrs per month); D2020 £193.66 (23 hrs o/t)	*£530.47	Nil
Deputy Clerk’s Salary (40 hrs per month)	*£304.59	Nil
HMRC – Tax and NI PC: £160.52 D2020: £48.48	*£209.00	Nil
Deputy Clerk’s Pension (employee 5.5 % £22.16 ; Employer 16.6% £66.89	*£89.05	Nil
Clerk’s Expenses	*£106.25	£6.08
Deputy Clerk’s Expenses	*£41.40	£3.75
Rialtas Business Solutions – Cemeteries Software annual licence	*£216.00	£36.00
Jenks – hedge trimming at church/burial ground/allotments	*£1,056.00	£176.00
Abingdon Stone & Marble – Mott VC Stone Installation	£732.00	£122.00
Mrs V Cross - Mott VC Service - Flowers	£22.25	Nil
Drayton Village Hall Hire – March 2016 – Feb 2017	£381.00	Nil
VWHDC – Planning Application Fee for Sports Pavilion (D2020 Projects)	£1,347.50	Nil
Drayton Football Club – Grass Cutting – Nov 2016	£70.00	Nil
S19 Grant Angie Colenutt – Great Ormond Street Fundraiser/village event	£250.00	Nil
Total payments this month	£5,559.99	£350.83
Receipts:		
Burial and Memorial Fees		£610.00
Refund of District Valuer’s Fee		£748.85
Total Receipts last month		£1,358.85

(a) Bank Reconciliation. Current account £23,079.07, Deposit Account £19,940.49; Projects Account £23,501.93, Undrawn cheques None, Payments not yet credited £1178.85 **Total funds = £44,198.41 PC account. £23,501.93 projects account (excluding payments above).**

(b) Quotation for laying of the VC Commemorative Stone. In view of the specialist nature of this work it was **resolved** to set aside financial regulation 11.1 (h) so that a single quotation for this work can be accepted.

Proposed: Richard Williams **Seconded:** Laura Billington **Resolved:** Unanimously
(c) Grant Application. Sparks and Great Ormond Street. It was **resolved** to approve this grant application to the sum of £250.00.

Proposed: Richard Wade **Seconded:** Colin Arnold **Resolved:** Unanimously
(d) 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 Wade.

(e) Public Work Loan Board. The Clerk and Richard Wade and Richard Williams will visit OALC and discuss the plans for the new sports pavilion and requirements to apply for a loan.

(f) Appraisals. It was **resolved** to increment the Clerks pay by 2 increments as he has passed 'Certificate in Local Council Administration 2015' and his annual appraisal, and increment the Deputy Clerk's pay by 1 increment for passing his annual appraisal

Proposed: Richard Williams **Seconded:** Richard Wade **Resolved:** Unanimously

Stuart Davenport (VWHDC) and Richard Webber (OCC) left at 8:57pm.

206/2016-17 Drayton2020 Implementation Committee (Richard Williams).

(a) Planning application for Sports Pavilion at Walnut Meadow. This item of business had been discussed under 202/2016-17 Action Checklist from the Previous Meeting. (a).

(b) Extra Allotments.

ACTION: Clerk to advertise for land for extra allotments in the Chronicle.

207/2016-17 Rights of Way & Conservation Working Group (Graham Webb).

Graham Webb was unable to attend the meeting.

208/2016-17 Leisure & General Purposes Working Group (Patricia Athawes).

Village Caretaker's Report was received and **noted**.

209/2016-17 Planning Committee Business (Richard Williams).

Spokesperson for the VWHDC Planning Committee meetings. It was **resolved** to appoint the Chairman as spokesperson for the Council at VWHDC Planning Committee meetings, until further notice.

Proposed: Colin Arnold **Seconded:** Patricia Athawes **Resolved:** Unanimously

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:** Withdrawn prior to determination on 11th January 2017.

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:** Refusal of Planning Permission on 22nd December 2016.

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:** Planning Permission on 3rd January 2017.

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:** Planning Permission on 9th January 2017.

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:** Planning Permission on 26th January 2017.

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.

16/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: Response: the number of houses at 57 still exceeded the 'around 50' in the Drayton NDP, that the Conservation Area was still overdeveloped with too little public space and too much built-up area and that public access to the site at the Henleys Lane corner, opposite the shop, is still a safety requirement. Other observations (e.g. drainage) should also still be made. **VWHDC:** Pending.

P16/V3187/HH. Demolition of existing porch and erection of new oak framed porch. New pitched roof to existing garage - to provide home office in roof space. 1 High Street Drayton ABINGDON OX14 4JL.

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

P17/V0038/HH. Single storey rear extension. 7 High Street Drayton ABINGDON OX14 4JL.

PC: Response: The Parish Council would like to see that a tree protection plan be sought and agreed prior to implementation and attached as a condition, as per the Forestry Team (Vale of White Horse) comment. **VWHDC:** Pending.

P17/V0064/HH. 2 story, first floor and single story extensions and associated alterations. 55 Whitehorns Way Drayton ABINGDON OX14 4LH.

PC: Response: The Parish Council has concerns with property 57 loss of light and noted that the plans are poor. **VWHDC:** Pending.

P16/V2939/FUL Amendment : No. 1 - dated 18th January 2017. The erection of an infill dwelling to the rear of The Stables, Drayton Mill. (As amended by new application form and letter from agent received 18 January 2017 correcting ownership certificate). Land to the rear of The Stables Drayton Mill Drayton Oxfordshire.

PC: Objection: [Drayton Neighbourhood Development Plan 2014-2031 PLANNING POLICY P-LF2: BOUNDED DEVELOPMENT. Housing development that does not extend the village's boundaries through ribbon development along roads to the adjacent settlements of Abingdon, Steventon, Sutton Courtenay and Milton, will be supported.] Drayton Parish Council has concerns that a hamlet is being created outside the built up area of the village. This development is also close to an archaeological site. **VWHDC:** Pending.

210/2016-17 Correspondence.

Carers in Oxfordshire. The Clerk received an email on 28th January 2017 from Sarah Taylor (High Sheriff of Oxfordshire) with a letter attached regarding the plight of unpaid carers in Oxfordshire.

ACTION: Clerk to respond and forward letter to Vicky Malin (Chairperson, Caudwell Day Centre).

211/2015-16 Items to be noted from Parish Councillors.

None.

212/2015-16 The Date of the next Meetings.

(a) Finance and Personnel Committee. 13th March 2017 at 7:00pm in the Village Hall, Small Hall.

(b) Planning Committee. 6th March 2017 at 7:00pm in the Caudwell Day Centre.

(c) Parish Council. 6th March 2017 at 7:30pm in the Caudwell Day Centre.

The Chairman declared the meeting concluded at 9:22pm.

Signed:

Date: 6th March 2017.

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