



# Drayton Parish Council

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## Minutes

held on Monday 6<sup>th</sup> March 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, Colin West, Pervin Shahin (arrived at 7:54pm), 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) (left at 7:54pm).

**The Chairman declared the meeting open at 7:39pm due to late finish of the preceding Planning Committee Meeting.**

**213/2016-17 Apologies for Absence.**

Graham Webb, Richard Webber (late arrival).

**214/2016-17 Variations of Business.**

None.

**215/2016-17 News from OCC Councillor (Richard Webber).**

Richard Webber arrived at 8:38pm after the meeting had finished.

**216/2016-17 News from VWHDC Councillor (Stuart Davenport).**

**(a) 16/V1705/FUL (Manor Farm).** Stuart Davenport stated that he will be calling in this application to the VWHDC planning meeting. He still had concerns about the number of houses being too many, and the consequent impact on the Conservation Area.

**(b) Unitary Council for Oxfordshire.** The final proposal called "A New Council for a Better Oxfordshire" has been published online at [www.betteroxfordshire.org](http://www.betteroxfordshire.org)

**217/2016-17 Public Participation.**

None.

**Pervin Shahin arrived and Stuart Davenport (VWHDC) left at 7:54pm.**

**218/2016-17 Declarations of Interest, Dispensations and Use of Delegated Powers.**

None.

**219/2016-17 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:** Colin Arnold

**Seconded:** Colin West

**Resolved:** Unanimous

**220/2016-17 Action Checklist from the Previous Meeting.**

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

**Lyford Close BMX Track.** Richard Williams has created the questionnaire, which was now printed and ready for distribution.

**ACTION:** Richard Williams and Christopher Price to deliver questionnaire to local residents.

**221/2016-17 Finance & Personnel Committee (Richard Wade).**

**Payments.** Drayton Parish Council operates under the General Power of Competence adopted in December 2016

Invoice Amount	Including VAT
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Steve Sadler – Village Caretaker’s February invoice	*£350.39	£20.90
Clerk’s Salary PC: £468.53 (40 hrs per month); D2020 £292.83 (25 hrs o/t) including backpay	*£761.36	Nil
Deputy Clerk’s Salary (40 hrs per month) including backpay and caretaker assistance work	*£439.45	Nil
HMRC – Tax and NI PC: £301.98 D2020: £92.10	*£394.08	Nil
Deputy Clerk’s Pension (employee 5.5 % £31.96 ; Employer 16.6% £96.48	*£128.44	Nil
Clerk’s Expenses	*£21.90	Nil
Deputy Clerk’s Expenses	*£9.90	Nil
OALC Annual Subscription	*£434.42	£72.40
Stanhope Wilkinson Architects – Pavilion Fee (part 2) – D2020 Project	*£6,912.00	£1,152.00
Rainbow Colour – Community Leaflet Printing D2020	*£235.00	Nil
Beth Osborne – Job Evaluation Report	*£120.00	Nil
Oxfordshire Playing Fields Association – Annual Membership	£50.00	Nil
St Peters Church Hall room hire (Dec/Jan/Feb)– D2020	£45.00	Nil
Caudwell Day Centre room hire (Jan/Feb/Mar)- PC	£45.00	Nil
Drayton Chronicle – Allotments advert	£12.00	Nil
S19 Drayton Pre-School – Architects Fees	£5,000.00	Nil
<b>Total payments this month</b>	<b>£14,958.94</b>	<b>£1,245.30</b>
<b>Receipts:</b>		
Burial and Memorial Fees		£55.00
VAT refund		£2,228.89
St Peters Church – contribution towards hedge trimming		£100.00
<b>Total Receipts last month</b>		<b>£2,383.89</b>

**(a) Bank Reconciliation.** Current account £22,274.32, Deposit Account £19,940.49; Projects Account £22,154.43, Undrawn cheques None, Payments not yet credited £155.00 **Total = £42,369.81 PC account. £22,154.43 projects account (excluding payments above).**

**(b) Grant Application.** S19 Drayton Pre-School – Architects Fees had been approved in the May 2016 meeting.

**(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 Colin West.

**(d) Clerk and Deputy Clerk Job Evaluation.** Beth Osborne’s (Human Resources & Employment Law Consultant) report will be considered at the next Finance and Personnel Committee meeting and any recommendations will be made to the PC at its next meeting.

#### **222/2016-17 Drayton2020 Implementation Committee (Richard Williams).**

**(a) P17/V0281/RM (Sports Pavilion).** This planning application is out for consultation. Target decision date is 11<sup>th</sup> May 2017. It was **noted** that the Parish Council cannot comment on its own application.

**(b) Barrow Road/Walnut Meadow.** There are 3 major outstanding issues: Access/road adoption and the sports pitches – layout size and removal of concrete rubble etc.

**(c) Extra Allotments.** The Clerk has placed an advert that will appear in the April Chronicle asking for allotment land. It was **noted** that there are 4 people on waiting list and that we will need more allotments due to the new housing being built.

#### **223/2016-17 Rights of Way & Conservation Working Group (Graham Webb).**

**Footpath/Cyclepath improvements.** The Clerk is still waiting for the 4<sup>th</sup> quotation that will include the moving of the sarsen stone in the Lockway Playground. The Millennium Green held a clear up morning on 5<sup>th</sup> March and work on restoring the paths continued. On 6<sup>th</sup> March 2017 Graham Webb sent an email with his recommendations for altering barriers to improve access for mobility scooters and prams etc.

#### **224/2016-17 Leisure & General Purposes Working Group (Patricia Athawes).**

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

**(b) Burial Ground Tap.** It was **noted** that the tap froze over winter and Colin Arnold has offered to fix it.

The water will be turned back on in April.

**225/2016-17 Planning Committee Business** (Richard Williams).

**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:** See Amendment: No. 1.

**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:** Refusal of Planning Permission on 15th February 2017.

**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:** See Amendment: No. 2.

**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:** Planning Permission on 17th February 2017.

**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:** Refusal of Planning Permission on 15th February 2017.

**P16/V1705/FUL Amendment : No. 2 - dated 8th February 2017.** Demolition of existing agricultural buildings and a new residential development of 57 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 23 December 2016 and 8 February 2017). Land at Manor Farm Drayton Oxon.

**PC:** Objection: 1. Impact on the Drayton Conservation Area. 2. Even reduced from 58 to 57 the number of houses is too many. 3. Inappropriate and dangerous design of the access road into the new development. **VWHDC:** Pending.

**P17/V0284/LB.** Removal of asbestos lining to attic rooms, recovering of all roof slopes with new and salvaged sound clay tiles, overhauling and replacement of upvc guttering with heritage range Cast Aluminium, repointing chimneys in lime mortar, opening up fireplace in kitchen with balanced flue. Insertion new timber window to rear elevation with secondary glazing. The Old Pound 3 High Street Drayton ABINGDON OX14 4JL.

<p><b>PC:</b> Support. <b>VWHDC:</b> Pending.</p> <p><b>P17/V0305/HH.</b> Proposed new bedroom over garage and single storey rear extension. 27 Binning Close Drayton ABINGDON OX14 4LN.</p> <p><b>PC:</b> Support. <b>VWHDC:</b> Pending.</p>
<p><b>P17/V0340/HH.</b> Single storey extension. 12 Whitehorns Way Drayton Abingdon Oxfordshire OX14 4LL.</p> <p><b>PC:</b> Response: The address is wrong. Location is 12 Steventon Road. <b>VWHDC:</b> Pending.</p>
<p><b>P17/V0281/RM.</b> Layout, scale and appearance (including construction materials) of the sports pavilion development, its associated landscaping and means of access within the site. Land west of Abingdon Road Drayton.</p> <p><b>PC:</b> None. <b>VWHDC:</b> Pending.</p>
<p><b>P17/V0295/HH.</b> Change of use of stables to home office, fitness room and guest bedroom. Little Smiths Farm Milton Road Drayton ABINGDON OX14 4EZ.</p> <p><b>PC:</b> Support. <b>VWHDC:</b> Pending.</p>
<p><b>P17/V0458/HH.</b> Proposed ground floor rear extensions. Proposed loft conversion and extension. 47 Steventon Road Drayton ABINGDON OX14 4LA.</p> <p><b>PC:</b> Support. <b>VWHDC:</b> Pending.</p>

**226/2016-17 Annual Parish Assembly Meeting.**

It was agreed to hold it in the Caudwell Day Centre.

**ACTION:** Deputy Clerk to send invites to community groups.

**227/2016-17 Correspondence.**

**Request by Abingdon Town Council for a Community Governance Review was noted.**

**228/2015-16 Items to be noted from Parish Councillors.**

There were no additional items to be noted.

**229/2015-16 The Date of the next Meetings.**

**(a) Annual Parish Assembly.** 3<sup>rd</sup> April 2017. 7:00pm. Caudwell Day Centre.

**(b) Parish Council.** 3<sup>rd</sup> April 2017. 7:30pm. Caudwell Day Centre.

**(c) Planning Committee.** 3<sup>rd</sup> April 2017. 9:30pm. Caudwell Day Centre.

**(d) Finance and Personnel Committee.** 13<sup>th</sup> March 2017. 7:00pm. Village Hall, Small Hall.

**The Chairman declared the meeting closed at 8:36pm.**

[Clerk's note: Richard Webber (OCC) arrived at 8:38pm.]

**Signed:**

**Date:** 3<sup>rd</sup> April 2017.

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