



# Drayton Parish Council

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## Minutes

held on Monday 3<sup>rd</sup> April 2017 at 7:30pm  
in the Caudwell Day Centre, Gravel Lane, Drayton, OX14 4HF



**Present:** Richard Williams (Chairman), Richard Wade (Vice Chairman), Graham Webb, Patricia Athawes, Colin Arnold, Tamsin Meredith, Colin West, Pervin Shahin, Laura Billington.

**Not Present:** Matthew Lowy.

**In attendance:** David Perrow (Parish Clerk and Responsible Financial Officer), Christopher Price (Deputy Parish Clerk and Meeting Administrator), Stuart Davenport (VWHDC), Richard Webber (OCC).

**The Chairman declared the meeting open at 8:13pm due to late finish of the preceding Annual Parish Assembly Meeting.**

**1/2017 Apologies for Absence.** Matthew Lowy.

**2/2017 Variations of Business.** None.

**3/2017 News from OCC Councillor.** Richard Webber had given his report in the preceding Annual Parish Assembly Meeting.

**4/2017 News from VWHDC Councillor.** Stuart Davenport had given his report in the preceding Annual Parish Assembly Meeting.

**Richard Wade declared an interest in planning application P16/V1705/FUL and joined the public gallery for the public participation session.**

**5/2017 Public Participation.** There were 3 members of the public were present.

**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.** Two parishioners spoke about this planning application and the VWHDC planning meeting. One parishioner said that he had written to the Council pointing out that material considerations had been left out and immaterial considerations included that would make the VWHDC planning committee decision illegal. He also questioned, now that the three allocated sites had received planning permission, whether the Parish Council / Drayton2020 had the energy or interest to continue with the Neighbourhood Development Plan or whether it might be more sensible to concentrate on the Part 2 Local Plan for the period to 2031.

**Richard Wade rejoined the Council.**

**6/2017 Declarations of Interest, Dispensations and Use of Delegated Powers.** Richard Wade had already declared an interest in planning application P16/V1705/FUL.

**7/2017 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:** Colin Arnold

**Resolved:** Unanimous

**8/2017 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 and the Deputy Clerk have delivered the questionnaires to local residents.

**ACTION:** Deputy Clerk to collate questionnaire responses.

**9/2017 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 March invoice	*£75.00	Nil
Clerk’s Salary PC: £353.59 (40 hrs per month); D2020 £220.99 (25 hrs o/t).	*£574.58	Nil
Deputy Clerk’s Salary (40 hrs per month).	*£316.03	Nil
HMRC – Tax and NI PC: £176.79 D2020: £61.12	*£237.91	Nil
Deputy Clerk’s Pension (employee 5.5 % £22.99 ; Employer 16.6% £69.39	*£92.38	Nil
Clerk’s Expenses	*£18.00	Nil
Deputy Clerk’s Expenses	*£259.89	£50.00
Community First Oxfordshire – Annual Subscription	£70.00	Nil
Drayton Chronicle – Advert	£12.00	Nil
Grant - Stonehill Community Garden (subject to approval)	£940.00	Nil
Bank Service Charge	£18.00	Nil
<b>Total payments this month</b>	<b>£2,613.79</b>	<b>£50.00</b>
<b>Receipts:</b>		
Burial and Memorial Fees		£165.00
St Peter Church – Contribution to hedge clipping		£100.00
Village Hall – refund of Mott VC expenses		£90.78
Bank Interest		£2.81
<b>Total Receipts last month</b>		<b>£358.59</b>

**(a) Bank Reconciliation.** Current account £13,394.66, Deposit Account £19,940.49; Projects Account £16,397.24, Undrawn cheques £57.00, Payments not yet credited None Total = £33,278.15 PC account. £16,397.24 projects account (excluding payments above).

**(b) Grant Applications.**

\* **Stonehill Community Garden £940.00.** It was **agreed** in future to discuss all grant applications in Finance & Personnel Committee Meetings and then give recommendations in the following Parish Council meeting. The decision for this grant application was therefore referred to the next Finance Committee.

**ACTION:** Clerk / Deputy Clerk to recirculate this grant application, add to the 15<sup>th</sup> May 2017 Finance & Personnel Committee Meeting agenda and add to the 5<sup>th</sup> June 2017 Parish Council Meeting agenda.

**(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.

**10/2017 Drayton2020 Implementation Committee (Richard Williams).**

**(a) P17/V0281/RM (Sports Pavilion at Walnut Meadow).** There is a meeting with Cath Dale (VWHDC) and the Clerk/Colin Arnold on the following Monday to discuss the MUGA/sports fields design and funding.

**(b) Barrow Road/Walnut Meadow.** Despite repeated requests to Millers (Peter Dunford) from the Clerk there is still no meeting arranged to discuss major outstanding issues such as pitch layout and access. It was **agreed** to send a “legal” letter from the Council’s solicitors (Richard Hornsby (Partner Irwin Mitchell LLP) to Miller Homes solicitor demanding a response on the public road access issue and the sports pitch layout drawings.

**ACTION:** Clerk to instruct Richard Hornsby to send a letter to Miller Homes.

**(c) Extra Allotments.** It was **noted** that there are now 5 people on the waiting list. The Clerk had advertised for extra allotment land in the Drayton Chronicle.

**11/2017 Rights of Way & Conservation Working Group (Graham Webb).**

**Footpath/Cyclepath improvements.** The Clerk has 4 quotations for restoring footpaths.

**ACTION:** Clerk and Graham Webb to meet with Keith Clough (Millennium Green Trust) go through the quotations. It was **agreed** that the work to strip mud from the Church Lane/cross paths section be authorised and also the move of the barrier at the Church Lane end so that mobility scooters might be allowed passage. Cost around £850.00. The Clerk will clear work with OCC Countryside Services/any landowner and apply to VWHDC to draw down the s106 monies for footpaths etc. as required, once contractor(s) have been agreed.

**12/2017 Leisure & General Purposes Working Group** (Patricia Athawes).

(a) **Village Caretaker's Report** was received and **noted**. It was also **noted** that Steven Sadler (Village Caretaker) had only done 6 hours work last month.

**ACTION:** Clerk to have a discussion with Steve Sadler about his hours of work.

(b) **Allotment Fencing and Deer.** Tim Atkins (Allotment Warden) received an email on 8<sup>th</sup> March 2017 from Pete Broad (Allotment Holder) stating:

*We are having a lot of problems with Deer's on the allotment at the moment, we notice that obviously over time people have made gaps in the hedge which looking at it this seems to be where they are coming from.... Would it be possible that we can put pallets there to try and stop this happening ? are we able to do this ourself or is this something I need to speak to a parish councillor about ??*

It was **noted** that there is no proper fencing around the allotment but it was **agreed not** to take any action at this time due to the expense of erecting rabbit/deer proof fencing around such a large area. Allotment holders use take localised prevention methods on particular crops. Richard Wade declared an interest in the allotment. It was **noted** that some allotment holders have more than 1 plot. In fairness to those on the waiting list it was **resolved** to amend the allotment tendency agreement so that in future allotment holders can only have 1 plot each. Half-allotments might be offered rather than full ones to reduce the waiting list and serve more parishioners.

**Proposed:** Colin Arnold

**Seconded:** Colin West

**Resolved:** Unanimous

**ACTION:** Clerk to update tendency agreement.

**13/2017 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 - dated 3rd January 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 - dated 8th February 2017.

**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:** Planning Permission on 27th February 2017.

**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:** Planning Permission on 6th March 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

<p>new timber window to rear elevation with secondary glazing. The Old Pound 3 High Street Drayton ABINGDON OX14 4JL.  <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.  <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.  <b>PC:</b> Response: The address is wrong. Location is 12 Steventon Road. <b>VWHDC:</b> See Amendment : No. 1 - dated 7th March 2017</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.  <b>PC:</b> None. <b>VWHDC:</b> See Amendment : No. 1 - dated 22nd March 2017.</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.  <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.  <b>PC:</b> Support. <b>VWHDC:</b> Pending.</p>
<p><b>P17/V0340/HH Amendment : No. 1 - dated 7th March 2017.</b> Single storey extension. 12 Steventon Road Drayton Abingdon Oxfordshire OX14 4LL.  <b>PC:</b> Support: Plans were not very clear. <b>VWHDC:</b> Pending.</p>
<p><b>P17/V0292/LB.</b> Mending of roof on main part of house, replacement of battens, refixing of existing Welsh slates to front of house, replacement of broken slates with matching grade A Spanish slates to back of house and left side insulation added to far left and far right of main roof space (none there) – earthwool Repointing and regrouting of 3 chimney stacks. Code 4 lead for surrounding flashing. Gothic House, 15 The Green Drayton Abingdon Oxfordshire OX14 4JJ.  <b>PC:</b> Support. <b>VWHDC:</b> Pending.</p>
<p><b>P17/V0555/FUL.</b> Proposed replacement of two existing residential mobile homes with 2 dwelling houses. 5 &amp; 6 Mill Lane Sutton Courtenay ABINGDON OX14 4BE.  <b>PC:</b> Objection: Drayton objects to this development on the following grounds: we have concerns that at nearby Drayton Mill, ad hoc development has led over time to a substantial but largely unplanned community outside the main villages of both Drayton and Sutton Courtenay, in a location which is almost wholly car-dependent and remote from most shops and services. On the proposed Mill Lane site, the replacement of temporary dwellings by permanent ones could conceivably be the start of a similar mini-estate in open countryside. This is not to be encouraged, and if the development is allowed, then at the very least, the situation should be carefully monitored with a view to limiting further expansion. <b>VWHDC:</b> Pending.</p>
<p><b>P17/V0281/RM Amendment : No. 1 - dated 22nd March 2017.</b> Layout, scale and appearance (including construction materials) of the sports pavilion development, its associated landscaping and means of access within the site. As amended by plans received 22 March 2017. Land west of Abingdon Road Drayton.  <b>PC:</b> No comment. <b>VWHDC:</b> Pending.</p>
<p><b>P17/V0747/HH.</b> Demolish existing conservatory and erect two storey extension to the side of the property with internal alterations with new entrance door covered roof. 57 Hilliat Fields Drayton Abingdon Oxfordshire OX14 4JF.  <b>PC:</b> Support. <b>VWHDC:</b> Pending.</p>

**14/2017 Correspondence.** None.

**15/2017 Items to be noted from Parish Councillors.**

**Burial Ground Tap.** It was **noted** that the Colin Arnold has replaced the water tap in the burial ground and the water has been turned back on.

**16/2017 The Date of the next Meetings.**

**(a) Planning Committee.** 8<sup>th</sup> May 2017. 7:00pm. Caudwell Day Centre.

**(b) Parish Council.** 8<sup>th</sup> May 2017. 7:30pm. Caudwell Day Centre.

**(c) Finance and Personnel Committee.** 15<sup>th</sup> May 2017. 7:00pm. Village Hall, Small Hall.

**The Chairman declared the meeting closed at 9:30pm.**

**Signed:**

**Date:** 8<sup>th</sup> May 2017.

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