



# Drayton Parish Council

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

## Minutes

held on Monday 5<sup>th</sup> June 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, Matthew Lowy, Pervin Shahin (arrived at 8:14pm and left at 10:00pm), Laura Billington, Colin West (left at 9:45pm).

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

**In attendance:** David Perrow (Parish Clerk and Responsible Financial Officer), Christopher Price (Deputy Parish Clerk and Meeting Administrator), Richard Webber (OCC) (arrived at 8:02pm and left at 9:45pm).

**Public:** There was 1 member of the public present.

**39/2017 Apologies for Absence.** Pervin Shahin (late arrival).

**40/2017 Variations of Business.** None.

**41/2017 Thames Water.** Huw Thomas (Local and regional government liaison, Thames Water) gave his presentation. It was **noted** that population growth is outstripping water supply and something pretty big and long term needs to be done to keep up with demand. Huw undertook to advise the Council in September about plans for sewerage/sewage works upgrade affecting Drayton.

**Richard Webber arrived at 8:02pm.**

**42/2017 Declarations of Interest, Dispensations and Use of Delegated Powers.** None.

**43/2017 News from OCC Councillor** (Richard Webber).

**(a) Illegal For Sale Signs.** Richard Webber has removed and is storing the offending signs along the high street, pending collection by the owners.

**(b) A34 Noise.** A quieter tarmac will be laid between Oxford and Milton interchange.

**(c) Walnut Meadow / Miller Homes.** An impasse has been reached between Barrow Road residents and Miller Homes regarding the restoration of Barrow Road after it was dug up for utilities. OCC are awaiting a method statement and timetable from Millers for the re-instatement.

**Pervin Shahin arrived at 8:14pm.**

**44/2017 News from VWHDC Councillor.** Stuart Davenport was not present.

**45/2017 Public Participation.** None.

**46/2017 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:** Colin Arnold

**Seconded:** Matthew Lowy

**Resolved:** Unanimous

**47/2017 Action Checklist from the Previous Meeting.** The action checklist was **noted** and the points below were provided as additional information:

**(a) Lockway Playground Bin.** The new litter bin has been delivered and needs to be installed.

**ACTION:** Deputy Clerk to install bin with Steven Sadler (Village Caretaker). Or this weekend, help has been offered from Richard Williams, Richard Wade, Matthew Lowy and Pervin Shahin.

**(b) Speed Gun.** It was **agreed** to procure a speed gun to monitor vehicle speeds in various locations in the village, as the figures that we are constantly using are several years out of date, and up to date data is essential to decide on traffic management schemes.

**ACTION:** Deputy Clerk to procure a speed gun.

**48/2017 Finance & Personnel Committee** (Patricia Athawes).

	<b>Invoice Amount</b>	<b>Including VAT</b>
<b>Payments.</b> Drayton Parish Council operates under the General Power of Competence adopted in December 2016		
Steve Sadler – Village Caretaker’s monthly invoice	*£25.00	Nil
Landscape Group – Grass Cutting	*£500.00	Nil
Clerk’s Salary PC: £603.37 (40 hrs per month); D2020 £301.68 (20 hrs o/t).	*£905.05	Nil
Deputy Clerk’s Salary (40 hrs per month).	*£373.19	Nil
HMRC – Tax and NI PC: £370.61 D2020: £101.97	*£472.58	Nil
Deputy Clerk’s Pension (employee 5.5 %; Employer 21.7%)	*£134.30	Nil
Clerk’s Expenses	*£18.00	£1.00
Deputy Clerk’s Expenses	*£11.94	Nil
Jenks – Sutton Wick Tree work	*£378.00	£63.00
Jules Meredith – Domain Renewal for website (2 years)	£19.18	£3.20
DAMASCUS – Annual Grant	£3,500.00	Nil
Abingdon and District CAB - grant	£1,000.00	Nil
Drayton Football Club – Grass cutting grant	£140.00	Nil
Stonehill Community Garden - Grant	£250.00	Nil
<b>Total payments this month</b>	<b>£7,727.24</b>	<b>£66.20</b>
<b>Receipts:</b>		
Burial and Memorial Fees		£245.00
VAT refund (to end March 2017)		£1,596.12
VWHDC s106 payment for footpath work		£15,000.00
Contribution towards tree pruning in Sutton Wick		£157.50
<b>Total Receipts last month</b>		<b>£16,998.62</b>

**(a) Bank Reconciliation.** Current account £64,172.57, Deposit Account £19,940.49; Projects Account £16,397.24, Undrawn cheques £12.00, Payments not yet credited None **Total = £84,101.06 PC account. £16,397.24 projects account (excluding payments above).**

**Note: £15,000 VWHDC to be transferred from Current to Project Account.**

**(b) 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 Arnold.

**(c) 2016-17 Annual Accounts and Annual Return for External Audit. End of Year Accounts:**

\* The Annual Accounts 2016-17 were receive, accepted and signed off.

\* The Annual Return 2016-17 was signed for the External Auditor.

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

**(d) The setting of the date for the exercise of Electors’ Rights is now the responsibility of the council.** This date should normally follow immediately after the adoption of the Annual Return by council, the inspection period runs for a continuous period of thirty working days from the set date but must include the period 1<sup>st</sup> July to 10<sup>th</sup> July. It was **agreed** for the period to be 6<sup>th</sup> June to 17<sup>th</sup> July (inclusive).

**49/2017 Drayton2020 Implementation Committee** (Richard Williams).

**(a) Walnut Meadow.** A meeting was held on 1<sup>st</sup> June 2017 between Miller Homes (Darren Jones (Midlands & South Divisional Managing Director), Charlotte Brown (Land Director), Russell Brewer (Associate Technical Director)) and Drayton Parish Council/Drayton2020 (Richard Williams (Parish Council Chairman), Nigel Porter (D2020 NDP Implementation Director), David Perrow (Parish Clerk)). The purpose of meeting was to discuss various construction problems relating to the Millers Walnut Meadow/Barrow Road site, and in particular those concerning the sports pitch land and other public areas and facilities; to agree how and when these matters will be resolved.

**(b) Sports Pavilion.** It was **resolved** to set up a 'Business Plan Review Group' to reality check the viability of the new Sports Pavilion and report back at August Parish Council Meeting. Members: Colin West (Chairman), Richard Wade, Colin Arnold, Richard Seamark, Robert Drury-Dryden and Tony Holmes.

**Proposed:** Colin West                                      **Seconded:** Colin Arnold                                      **Resolved:** Unanimous

(c) **Manor Farm.** A small group has looked at the open space, it is proposed to plant some more trees with a circular path and recommend appropriate seating and street furniture/signage.

**Colin West and Richard Webber left at 9:45pm.**

**50/2017 Rights of Way & Conservation Working Group.** Graham Webb's report was **noted**.

**51/2017 Leisure & General Purposes Working Group** (Laura Billington).

(a) **Village Caretaker's Report** was received and **noted**. It was also **noted** that Steven Sadler (Village Caretaker) has told the Clerk that he wishes to resign. He will carry on a few hours a month until a replacement is found. It was **noted** that the hourly rate of £12.50 per hour may need to be increased to reflect inflation.

**ACTION:** Clerk to revise job description and advertise vacancy.

(b) **Trampoline Lockway Playground.** It was **noted** that one of the springs has disappeared and a new one has been procured.

**ACTION:** Deputy Clerk to fit new spring.

**Pervin Shahin left at 10:00pm.**

**52/2017 Planning Committee Business** (Richard Wade).

**P16/V1705/FUL.**

**PC:** Objection. **VWHDC:** See Amendment: No. 1 - dated 3rd January 2017.

**16/V1705/FUL Amendment: No. 1 - dated 3rd January 2017.**

**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/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/V0281/RM.**

**PC:** None. **VWHDC:** See Amendment : No. 1 - dated 22<sup>nd</sup> March 2017.

**P17/V0555/FUL.** Proposed replacement of two existing residential mobile homes with 2 dwelling houses. 5 & 6 Mill Lane Sutton Courtenay ABINGDON OX14 4BE.

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

**P17/V0281/RM Amendment : No. 1 - dated 22nd March 2017.** 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.

**PC:** No comment. **VWHDC:** Reserved Matters - Approval on 19th May 2017.

**P17/V0747/HH.** 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.

**PC:** Support. **VWHDC:** Planning Permission on 17th May 2017.

**P17/V0941/HH.** Proposed garden play room. The Granary The Green Drayton Abingdon OX14 4JA.

**PC:** Respond: This property is in the Conservation Area of Drayton. The Parish Council has no objection to the proposals, provided they are approved by the Conservation Officer, and provided appropriate materials are used.

**VWHDC:** Planning Permission on 26th May 2017.

**P17/V1117/HH.** Proposed removal of pitched roof to existing rear extension to facilitate erection of first floor rear extension. 15 Fisher Close Drayton ABINGDON OX14 4LT.

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

**P17/V1134/HH.** Dropped kerb to 87 Steventon Road. Change part of front garden to parking so that car is not on the highway. 87 Steventon Road Drayton ABINGDON OX14 4LA.

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

**P17/V1215/HH.** Demolish existing conservatory. Construct new single storey rear extension dining/family area. Construct new first floor extension over existing porch to create a new bathroom-front elevation. Convert loft area to create new bed/en-suite. Remodelling of existing ground floor/ first floor layouts to accommodate the above. 35 Hilliat Fields Drayton Abingdon Oxfordshire OX14 4JQ.

**PC:** Response: Drayton Parish Council noted that successive extension to and modification of houses in Hilliat Fields had led to the loss of the homogeneous look, which had been part of the original design. **VWHDC:** Pending.

**P17/V1225/RM.** Erection of 21 dwellings together with replacement garage for 10 Halls Close. Land to Rear of 10 Halls Close Drayton ABINGDON OX14 4LU.

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

**P17/V1441/HH P17/V1485/LB.** Single storey kitchen extension to rear of property. Re locate entrance door form new WC area to Hallway. Renew all external windows re-clad existing rear dormers. Fit 2 Velux roof-lights to second floor area. 56 High Street Drayton Abingdon OX14 4JW.

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

### **Under appeal by the Secretary of State.**

**P16/V2939/FUL Amendment : No. 1 - dated 18th January 2017.** Land to the rear of The Stables Drayton Mill Drayton Oxfordshire. 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). P16/V2939/FUL. APP/V3120/W/17/3169851.

**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.

**P17/V1154/LB.** Demolition of listed railway overbridge, and provision of replacement bridge. Steventon Overbridge High Street Steventon Abingdon OX13 6RS. To **noted** that the closure of the bridge will be for a minimum of 10 months to about 2 years.

**PC:** Objection (see planning minutes for details).

**ACTION:** Jules Meredith (Webmaster) to display information on the Village Website.

**53/2017 Bulk Buying Scheme that could cut Gas and Electricity Bills** (Matthew Lowy). This item of business was deferred to the next meeting.

**54/2017 Monitoring Vehicle Speeds** (Colin Arnold). This item of business had been discussed earlier in the meeting under 47/2017 Action Checklist from the Previous Meeting (b).

**55/2017 Correspondence.** None.

**56/2017 Items to be noted from Parish Councillors.**

**Village Fate.** 15<sup>th</sup> July 2017.

**57/2017 The Date of the next Meetings.**

(a) **Planning Committee.** 3<sup>rd</sup> July 2017. 7:00pm. Caudwell Day Centre.

(b) **Special Planning Committee.** 12<sup>th</sup> June. 7:00pm. Village Hall.

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

(d) **Finance and Personnel Committee.** 17<sup>th</sup> July 2017. 7:00pm. Village Hall, Small Hall.

**The Chairman declared the meeting closed at 10:05pm.**

**Signed:**

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

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