



DRAYTON PARISH COUNCIL

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Drayton2020
OUR CHANCE TO PLAN OUR OWN FUTURE

<http://www.drayton-near-abingdon.org/drayton2020/>

Minutes of the Drayton 2020 NDP Implementation Committee Meeting held at 7pm on Friday 31st July 2015 in the Caudwell Day Centre, Gravel Lane, Drayton

Present Tom Shebbeare (Chairman); Pat Athawes; Andrew Bax; Rob Drury- Dryden;
Richard Williams

In attendance: Stuart Davenport (VWHDC Councillor); Richard Webber (OCC
Councillor); Clerk: David Perrow

Not Present: Richard Wade and Christine West

Public Present: Colin Arnold; Janet Manning (part meeting), Tamsin Meredith (part
meeting); Mark Oliver; Daniel Scharf

Minutes

2015/001 Apologies for Absence were received and accepted from Richard Wade and
Christine West

015/002 Declarations of Interest – None were made. Dispensations – None received by
Clerk

2015/003 Procedural Matters

(a) *To Receive the Terms of Reference.* The ToRs passed by the Parish Council were read and
accepted. It was **agreed** to ask the Parish Council to amend the ToRs to specify that the
quorum should include at least one parish councillor

ACTION: Clerk to ask the Parish Council to amend the ToRs to include at least one Parish
Councillor in the required quorum

(b) *Appointment of a Vice Chairman.* This agenda item was held over to the next meeting

(c) *Date and Time of Meetings.* It was agreed to keep the meetings to a Friday starting at 7pm
for the time being.

(d) *Publicity Plan.* The Plan drafted by the Clerk was agreed. When the village website is
updated it will have an automatic Twitter and Facebook feed

(e) *Appointment of Working Group on s106 Contributions/Developer Liaison.* The following
were appointed as the Working Group: Tom Shebbeare; Richard Williams; Rob Drury-
Dryden, with Clerk in attendance

2015/004 Update Report on the three proposed housing development sites

(a) *Barrow Road.* The VWHDC Decision Notice on the planning permission was expected in
the next couple of weeks

- (b) *South of High Street*. Nothing further since the public exhibition, but a planning application is expected to be made shortly. A copy of a submission by residents of Conifer Drive requesting further information from the developers was **noted**.
- (c) *Manor Farm*. Earl of Plymouth Estates have now appointed a builder (CALA) who have requested a meeting with Drayton PC/Drayton2020 NDP representatives. It was **noted** that a public exhibition of the Manor Farm proposals would be needed. Stuart Davenport reported that there have been recent discussions about this site between the developers and VWHDC, but no details of these discussions were known.

ACTION: Tom Shebbeare to organise a meeting between the S106/Developer Liaison Working Group and CALA/E of P Estates

2015/005 S106 Contributions – Report on discussions with VWHDC/OCC. The s106 negotiations relating to the Barrow Road proposed development were reaching a conclusion. There were some OCC related issues (school/pre-school contributions, bus subsidies; traffic infrastructure) which still require some clarification. Different people at OCC were involved in different aspects of s106 requirements for the County Council. Discussions about the form of ownership of the public land/sports pitches were still in progress and it was **agreed** that the conditions for the site approval laid down in the Drayton NDP should be followed i.e. that the land should be in the ownership of the Parish Council

2015/006 Project plan. The Clerk had drafted and circulated a nascent project plan listing the main projects and some sub-tasks

- (a) *Pavilion* – design & costing; selection of architects. A Working Group was appointed consisting of Rob Drury-Dryden (Chair) and Mark Oliver, with Clerk in attendance. They will co-opt a third person from the Drayton Football Club. It was **agreed** that a detailed specification meeting Football Association/Berkshire League and Sports England standards was required, to include sufficient changing rooms for matches on the pitches provided and to include Referees' facilities and catering for female sports. A MUGA on the Barrow Road site should be investigated and costed.

ACTION: Rob Drury-Dryden to recruit a third member of the Sports Pavilion/Pitches Working Group from the Drayton Football Club and to organise a meeting to discuss the architect's specification

- (b) *Pre-School* – discussions with Pre-School/Drayton Community School. A Working Group was appointed consisting of Andrew Bax (Chairman) ; Pat Athawes and Mark Oliver (to advise when required), with the Clerk in attendance, to open discussions with the School/Pre-School and OCC over the siting of the Pre-School, its design, costing, supply of services (water/power/sewerage) and legal status. It was noted that the Pre-School's lease from OCC on the current site is due for renewal next year (Dec 2016).

ACTION: Andrew Bax to arrange a meeting with Drayton Pre-School (Pre-School reps to include Janet Manning), Drayton School head teacher and governors, and OCC in September

2015/007 Fundraising

- (a) *Public Works Loan Board loans*. The Clerk outlined the conditions for this type of loan. Permission had to be obtained first from the Secretary of State, via an application to OALC (takes about a month). Prior to this a costed scheme has to be put before the public, and planning permission has to be obtained for any building. The loan can be for up to 50 years. A loan of e.g. £500k over 25 years would be affordable, to be repaid by top-slicing the Precept each year. PWLB interest rates are low (2-3%)

- (b) *Grant application strategy.* A Fundraising Working Group would need to be appointed in due course to co-ordinate fundraising from e.g. Landfill taxes/Lottery/Sport England; etc.
- (c) New Homes Bonus/assistance from VWHDC/OCC? It was not clear whether VWHDC would repeat grant funding applications from the New Homes Bonus, but Stuart Davenport (VWHDC Councillor) was asked to request this.
- (d) *Community fundraising.* This would be required alongside the other fundraising strategies e.g. community events/raffles etc.,

2015/008 Implementation Director – The draft job description and recruitment were discussed. Tom Shebbeare will circulate by emails ideas of people/organisations (e.g. BMW/MEPC/David Buckle) that might be approached.

ACTION: Tom Shebbeare to circulate email with list of suggested contacts to recruit the Implementation Director, and to make some initial approaches

2015/009 Date of the next Meeting was agreed for Friday 4th September 2015

The meeting concluded at 8.45pm

ACTION CHECKLIST- DRAYTON2020 NDP COMMITTEE MEETING -31st July 2015

| Who | Action Point | Report back on Action |
|-------------------------|---|----------------------------|
| Andrew Bax | Andrew Bax to arrange a meeting with Drayton Pre-School (Pre-School reps to include Janet Manning), Drayton School head teacher and governors, and OCC in September | |
| Rob Drury-Dryden | Rob Drury-Dryden to recruit a third member of the Sports Pavilion/Pitches Working Group from the Drayton Football Club and to organise a meeting to discuss the architect's specification | |
| Tom Shebbeare | Tom Shebbeare to organise a meeting between the S106/Developer Liaison Working Group and CALA/E of P Estates | |
| Tom Shebbeare | Tom Shebbeare to circulate email with list of suggested contacts to recruit the Implementation Director, and to make some initial approaches | |
| Clerk | Clerk to ask the Parish Council to amend the ToRs to include at least one Parish Councillor in the required quorum | Done |
| Clerk | Book Caudwell Day Centre (or alternative) for Friday 4 th Sept | Done - Village Hall |
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