



DRAYTON PARISH COUNCIL

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Drayton2020
OUR CHANCE TO PLAN OUR OWN FUTURE

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Minutes of the Drayton 2020 NDP Implementation Committee Meeting held at 7pm on Friday 22nd January 2016 in St Peter's Church Hall, Church Lane

Present Tom Shebbeare (Chairman); Pat Athawes; Andrew Bax; Rob Drury- Dryden (arrived 7.35pm); Janet Manning; Richard Wade; Christine West; Richard Williams

In attendance: Richard Webber (OCC Councillor); Nigel Porter (Implementation Director); Clerk: David Perrow

Not Present: Stuart Davenport (District Councillor) was unable to attend and had sent his apologies

Public Present: 6 people including: Daniel Scharf; Keith Clough; Colin Arnold; Paul Mayhew-Archer; Chris Price

Minutes

2016/001 Apologies for Absence. None

2016/002 Declarations of Interest – Richard Wade declared an interest in the Manor Farm development, being a householder immediately adjacent to the site. . Dispensations – None received by Clerk

2016/003 Minutes of the Last Meeting. These were accepted without need of any substantive amendment.

2015/004 Action Point Review

- (a) **Street Names.** Suggestions were being received by the Clerk and will be collated by Pat Athawes, including those previously made by residents

2016/005 Nigel Porter (Implementation Director) – Introduction and Report

Nigel introduced himself to the meeting and reported on his contacts with Miller Homes at the Barrow Road/Walnut Meadow site, and his report on the Flood Risk Analysis for South of High Street. It was noted that Peter Pennycote had been appointed as site manager at Barrow Road/Walnut Meadow, and it was agreed to invite Peter to a future meeting of the Implementation Committee. There were a few teething problems with parking and signage at the Miller Homes site which had now been resolved.

ACTION: Clerk to invite Peter Pennycote (Miller Homes) to a future meeting

Rob Drury- Dryden arrived (7.35pm)

2016/006 Traffic Calming Study

The timing and format of the Workshop were discussed, Andrew Bax will take responsibility for the publicity and Tom Shebbeare/Janet Manning for the catering. The Clerk will provide the AV kit.

ACTION: Andrew Bax to organise publicity/banners for the Traffic Calming Workshop

: Tom Shebbeare and Janet Manning to organise the catering for the Traffic Calming Workshop

: Clerk to organise AV facilities for the Traffic Calming Workshop

2016/007 Update Report on the three proposed housing development sites

(a) *Barrow Road.* See above

(b) *South of High Street.* The revised planning application had now closed for comments and the planning application is likely to go to VWHDC Planning Committee in early March. The Parish Council's two objections (on flood risk and traffic access etc.) seem to have been met by the revised plans.

- (c) *Manor Farm*. CALA are expected to complete purchase of the site from Earl of Plymouth Estates shortly. It was noted that the Parish Council was looking for an expert to advise on documentation of the Drayton Conservation Area to VWHDC planning requirements

2016/008 Funding/S106 Contributions

The draft s106 schedule for South of High Street had been circulated and various comments were made for the Clerk to feed back to VWHDC.

ACTION: Clerk to respond to VWHDC Planning on the draft s106 agreement for South of High Street

The Clerk and Nigel Porter had agreed that a Project Plan should be devised to be administered in project management software to define the critical path, once the s1206 and other triggers were known.

ACTION: Clerk and Nigel Porter (Implementation Director) to work on a Project Plan with critical path based on s106 triggers etc.

Need for Implementation funds – this will be discussed at the next meeting

2016/009 Project Group Updates:

- (a) *Barrow Road Recreational Facilities*. A meeting is to be held with OPFA to discuss the community sports needs questionnaire and an OPFA report. Mark Oliver may be able to advise on architectural aspects of the Pavilion A discussion took place regarding whether architects should be hired/ invited to compete or a design company used which may work for free (initially). Preference was expressed for the architect route. Nigel Porter will investigate possible architects (with experience of sports pavilion work). Pavilion costs are expected to be in the range £2-£2.5k per sq. metre. DAMASCUS and the Football Club need to be included in the initial planning. Attention needs to be given to the legal status/constitution of the operating organisation. A business case is required for VWHDC for planning permission & to release s106 monies, and to apply for grants and loans.
- (b) *Pre-School*. Janet Manning reported on a meeting held at the School about the Pre-School replacement. A new site next to the existing school building has now been identified for the Pre-School building, and will need a lease from OCC. Cost was likely to be circa £200k. Timing: Sept 2018? Mark Oliver is advising on the design. Planning permission will be needed from VWHDC, and pre-app advice was needed from them. The building would be more substantial than initially envisaged – maybe modular. The Group would meet next at the start of next term
- (c) *Trees*. See above. Mike Habermehl will be producing a planting plan and costing. The Clerk will seek information from the utilities about pipe/cable runs in the area. Both these will be needed to submit to OCC Highways to obtain a planting licence. OCC may be prepared to do the planting. Residents will need to be consulted on the plans. S106 funding should be sought, particularly from CALA.

ACTION: Clerk to obtain details of pipe/cable runs in Hilliat Fields from utilities

- (d) *Shop Fronts*. The Post Office is to be refurbished in March 2016. The Parish Council have requested that the shop front be upgraded at the same time. Work on the former MACE shop continues. Tom Shebbeare & Nigel Porter will be working on a design. CALA may be approached for assistance, to resolve the parking issue and tidy up the look of the corner to Henley's Lane.

ACTION: Tom Shebbeare & Nigel Porter to work on a design for the corner of Henley's Lane/MACE shop

2016/010 Blue Cedar Halls Close Development

It was **resolved** that Tom Shebbeare will represent the Committee/D2020 at the VWHDC Planning Committee where this planning application is being considered.

Proposed: Janet Manning

Seconded: Richard Wade

Agreed Unanimously

2016/011 Date of the next Meeting was agreed for Friday 19th February 2016

The meeting concluded at 8.50pm

Signed:

Tom Shebbeare (Chairman), 19th February 2016

ACTION CHECKLIST- DRAYTON2020 NDP COMMITTEE MEETING –22nd January 2016

Who	Action Point	Report back on Action
Andrew Bax	Andrew Bax to organise publicity/banners for the Traffic Calming Workshop	Done
Tom Shebbeare	Tom Shebbeare and Janet Manning to organise the catering for the Traffic Calming Workshop	On Agenda
Tom Shebbeare	Tom Shebbeare & Nigel Porter to work on a design for the corner of Henley's Lane/MACE shop	On Agenda
Janet Manning	Tom Shebbeare and Janet Manning to organise the catering for the Traffic Calming Workshop	On Agenda
Nigel Porter	Clerk and Nigel Porter (Implementation Director) to work on a Project Plan with critical path based on s106 triggers etc.	Still to do
Nigel Porter	Tom Shebbeare & Nigel Porter to work on a design for the corner of Henley's Lane/MACE shop	On Agenda
Clerk	Clerk to organise AV facilities for the Traffic Calming Workshop	On Agenda
Clerk	Clerk to respond to VWHDC Planning on the draft s106 agreement for South of High Street	Done
Clerk	Clerk to obtain details of pipe/cable runs in Hilliat Fields from utilities	
Clerk	Clerk to invite Peter Pennycote (Miller Homes) to a future meeting	Still to do
Clerk	Clerk and Nigel Porter (Implementation Director) to work on a Project Plan with critical path based on s106 triggers etc.	Still to do