



# 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 21<sup>st</sup> July 2017 in St Peter's Church Hall, Church Lane**

**Present:); Tom Shebbeare (Chairman); Andrew Bax (Vice Chairman); Colin Arnold; Pat Athawes; Nigel Porter; Richard Wade; Richard Williams**

**In attendance: David Perrow (Clerk); Richard Webber; Colin West (speaker)**

**Apologies : Rob Drury-Dryden; Janet Manning**

**Public Present:** 3 members of the public were present (Peter Emptage; Daniel Scharf; Richard Seamark)

### **2016/048 Minutes of Meeting held on 23<sup>rd</sup> June 2017**

These were approved without amendment as an accurate record of the proceedings.

### **2016/049 Declarations of Interest –None**

**Dispensations** – Standing dispensation with regard to neighbours of planned developments, subject to no direct fiduciary benefit accruing

**2016/050 Minutes of the Last Meeting.** These were accepted without need of any substantive amendment.

### **2016/051 Action Point Review**

The Actions from the list – previously circulated – were reviewed

- (i) *Hilliat Fields Planting licence from OCC.* Still awaited
- (ii) *Bloors site* – There had been no improvement in observance with the delivery planning conditions. Lorries were still arriving as early as 7am and blocking the High Street. Bloors would have an onsite office established in August and an improvement should be looked for from action by the resident site manager
- (iii) *OCC Bus Services.* Richard Webber will make enquiries of OCC about what improvements in local bus services were envisaged from the s106 monies received/pledged.

### **2016/052 Barrow Road/Walnut Meadow Business Case**

Colin West was welcomed to the meeting. Colin has been drafting the Business Case for the Sports Facilities at Walnut Meadow, supported by consultations with Rob Drury Dryden, Colin Arnold, Richard Wade and the Clerk. Visits had taken place to comparable new build/renovated sports pavilions and village hall complexes at Cholsey, Chinnor, Harwell and Steeple Aston.

Colin's presentation concentrated on one financial model as it could be in 2022 – a typical year once the facilities are up and running and in balance. On the expenditure side he explained the operating costs of the pavilion (15k), playing fields (£15k) and staffing (a full time and a part time manager - £47k) plus £50k for bar/café supplies and £5k for marketing/office costs. Revenue was estimated at Hall Hire (£12k); Sports income – fees and charges for football/cricket/MUGA - £9k; Office rent - £3k; café - £52k; bar £67k. This business model would require a re-design of the building's internal layout to allow more space for the café/bar/lounge and cellar. The building may also need to be larger. The operating structure – as a CIO

(Charitable Incorporated Organisation) was described, and the need to co-ordinate both this operating model and the bookings with the village hall so that there was no competition between the two venues.

With this income and expenditure the pavilion would make a profit of £10k p.a. With no bar/café and no staff there would be a loss of £14k and with a p/t manager -£31k p.a.

A discussion followed during which concern was expressed about high level of income expected from the bar and café under this model. Competition with the two local pubs was a concern, as might be the reaction of Walnut Meadow residents to such a high activity level on a residential site. The site was at the north end of the village and might not attract such a high demand. It was pointed out that with turnover above £85k the club would need to be VAT registered and that 20% VAT would have to be collected on sales and passed on to the HMRC (less the VAT paid on the stock). Costs might be alternatively assigned with different assumptions e.g. if the Parish Council took responsibility for the sports pitches.

Colin West was thanked for the considerable amount of work he had devoted to date on devising the business plan.

In terms of the way forward the meeting felt that a model less reliant on bar/café sales would be preferred. It was **decided** that the Chair and Vice-Chair would consult with the Clerk and devise a draft brief for the business case to give a steer towards the types of model that the Committee/Council might support.

### **2016/053 Public Support for new sports facilities and public works loan – Public meeting/event in September?**

It was agreed that a public meeting would be arranged for September on a Sunday afternoon in the school – a tea and cakes event to garner support for the sports facilities from sports people and organisers in the village (following up on those who volunteered in the Sports Questionnaire to be involved) and to explain generally what was planned and the business case so that funding could be pursued, including the Public Works Loan

Clerk to circulate possible Sept/Oct dates to the Implementation Committee

### **2016/054 Finance and Fundraising/s106 call off**

All four sites (Walnut Meadow/South of High Street/Halls lose & Manor Farm) had now had their s106 schedules agreed with VWHDC

S106 funds details are available on the VWHDC website at

<http://www.whitehorsedc.gov.uk/java/support/Main.jsp?MODULE=Section106List&DEPT=ALL&PARISH=DRT&Submit=Search>

and

<http://www.whitehorsedc.gov.uk/sites/default/files/2016-12-15%20Drayton.pdf>

### **2016/055 Update Report on the three proposed housing development sites**

(a) *Barrow Road*. The following issues were raised/are outstanding:

#### **OCC Issues**

- i. *Thames Water sewer work on Barrow Road*. Surface re-instatement still needed. Timing and method statement needed from Millers to agree with OCC and residents
- ii. *30 mph speed limit/junction design*. The move of the 30mph speed limit signs northwards towards Abingdon by 100 metres has been rejected by OCC due to an objection by Thames Valley Police. A meeting has been requested between PC reps/Richard Webber/police and OCC highways to review this decision – no reply from OCC yet. The reduction of the 50mph to 40mph for the road between Abingdon and north Drayton has now been agreed

- Action:** Richard Webber/Clerk to arrange meeting with police/OCC and PC reps
- iii. *The road junction splay* does not yet conform. Richard Webber is pursuing with Perry Dotse and PC reps are pursuing with Millers
  - iv. *Private roads*. This is not yet finally resolved, but is being pursued with Millers and OCC. An assurance by Millers from their solicitors has now been received that the roads will be made up to adoptable standard by Millers ready to be adopted by OCC, and Millers have submitted a drainage scheme which we understand is agreed with Thames Water and OCC and which should permit OCC adoption once it is in place.
  - v. *Traffic Calming scheme at north end of village*. Nigel Millington had reported in an email that he no longer has a commission from any developers for road designs in Drayton (having completed the designs for the Manor Farm/Hilliat Fields junction) and that OCC had told him that they were taking the traffic calming technical design work in house. Richard Webber will investigate with OCC who is involved in this project so that the PC reps can meet with them

**Parish Council Issues:**

- vi. *Layout of playing fields* – Our White Horse Contractors had visited the site in July and advised that pits be dug across the site to test the quality of the ground. Permission for this was being sought from Millers
- vii. *Playground Design* – no specification yet received from Millers
- viii. *Fence behind Abingdon Road houses, bordering the drainage ditch*. Still not fixed,
- ix. *Surface of path around the playing fields*. A design had been received which allowed for self binding gravel. This seems to be an acceptable design.

**VWHDC Issues**

- x. *Planning Enforcement*. The site drainage and hedge replanting issues are still an open enforcement issue  
Current enforcement issues registered with VWHDC can be found listed at:  
<http://www.whitehorsedc.gov.uk/java/support/Main.jsp?MODULE=EnforcementCriteria&TYPE=Enforcement>
- (b) *South of High Street. (Bloors) - deliveries*: Peter Emptage reported that lorries are still arriving as early as 7am, and blocking residents' driveways in High Street.
- (c) *Manor Farm*. The Planning Decision has now been issued and some investigation reports had been filed on the VWHDC website. The archaeological report recommended further investigations
- (d) *Halls Close*. Blue Cedar has applied for detailed planning permission.
- (e) *East Way*. The developer has applied to VWHDC for discharge of certain conditions regarding construction deliveries and improvements to East Way. No further news

**2016/056 Project Group Updates:**

- (a) *Barrow Road Recreational Facilities*. Main activity had centred on the further investigation of the ground conditions and the draft business case (see above)
- (b) *Footpath restoration project*. A contractor had now been selected and the order placed for improvement for the paths on and around the Millennium Green. This work will be carried out and completed by the end of the summer
- (c) *School*. The extra classroom will now be open by Sept 2017
- (d) *Pre-School*. Architect's fees have been paid. Designs need to be finalised with the school/Pre School staff and new committee but then planning permission can be applied for from VWHDC
- (e) *Village Hall*. A second meeting had been held with the Village Hall Management Committee to discuss a joint organisational structure and also kick off thinking about the desired improvements for the village hall refurbishment. A lawyer was being consulted by the Parish Council about the legal structures for the future sports facilities club and how the village hall might be joined into this structure,

**2016/057 Date of the next Meeting** was agreed for Friday 18<sup>th</sup> August 2017

The meeting concluded at 9.00pm

**Signed:**

**Tom Shebbeare (Chairman), 18<sup>th</sup> August 2017**

## ACTION CHECKLIST- DRAYTON2020 NDP COMMITTEE MEETING – 23<sup>rd</sup> June 2017

Who	Action Point	Report back on Action
<b>Tom Shebbeare</b>	Draw up a draft brief for the Sports Facilities Business Case with the Clerk	
<b>Richard Webber</b>	Traffic Calming – ask at OCC for officers involved in the Drayton Traffic Calming with a view to arranging a meeting with them and Drayton PC reps	
<b>Richard Webber</b>	<i>OCC Bus Services.</i> Richard Webber will make enquiries of OCC about what improvements in local bus services were envisaged from the s106 monies received/pledged	
<b>Richard Webber</b>	Hold discussions with Perry Dotse et al at OCC Highways about Walnut Meadows road issues – including 30 mph speed limit position (include police in this latter discussion)	
<b>Clerk</b>	Arrange meeting for village sports supporters at school for a date in Sept/Oct. Circulate possible dates to Implementation Committee	
<b>Clerk</b>	Arrange a meeting with Oxfordshire branch of the Football Association once Pavilion and sports pitch design is completed	
<b>Clerk</b>	Contact Low Carbon Hub Oxford about solar panel installation on the Pavilion	
<b>Clerk</b>	Clerk to apply to OCC for a planting licence	<b>Done. Awaiting reply</b>