



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 18th August 2017 in St Peter's Church Hall, Church Lane

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

In attendance: Christopher Price (Deputy Clerk)

Public Present: 1 member of the public was present (Richard Seamark)

2016/058 Apologies for Absence.

Rob Drury-Dryden; Janet Manning; Richard Wade; David Perrow (Clerk)

2016/059 Declarations of Interest –None

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

2016/060 Minutes of the Last Meeting.

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

2016/061 Action Point Review

The Actions from the list – previously circulated – were reviewed

Traffic Calming. It was **noted** that the Parish Council have just responded to the OCC highways consultation: [CM/12.6.192. B4017 Abingdon Road (Drayton) Proposed Zebra Crossing & Traffic Calming. On the B4017 Abingdon Road - approximately 12 metres north of its junction with Hilliat Fields.] It was also **noted** that Cala Homes have posted letters to Henley Lane residents stating that work on the Manor Farm site will start 21st August 2017. It was also **noted** that archaeological excavations are needed, and wheel washing should be a condition. The Drayton2020 committee invited Tom Shebbeare to write to Richard Webber (OCC) to tell him how much he is valued.

ACTION: Andrew Bax to circulate Cala Homes' letter. Nigel Porter to monitor and report on Manor Farm activity. Tom Shebbeare to write to Richard Webber.

2016/062 Barrow Road/Walnut Meadow Business Case.

Andrew Bax tabled printed copies of the 'Walnut Meadow Sports Facility 10-year Business Development Plan 2018-2027' (V12.1), which had previously been circulated by email

The committee spent an hour reviewing how and why controversy had arisen following discussion of Colin West's presentation at the committee's previous session.

Despite extensive discussion of the objectives of the Sports Complex at Walnut Meadow (Sports pitches, MUGA and Pavilion) since 2013 and a recent 'Reality Check' undertaken by committee members at four comparable projects in the area it emerged there was still a need for clarity on which combinations of options and budgetary models would best ensure the Project's financial sustainability in the long term.

Andrew Bax presented elements of a Business Development Plan (2018-'27) which he was working on with David Perrow and the Chairman. He was critical of Colin West's proposition that only by creating a larger building allowing for more commercial income (from cafe, bar, lounge, cellar etc.) could the whole project be made financially sustainable. In his view Colin's preferred option would inevitably increase the Complex's fixed costs. The alternative was to keep costs to a minimum in the early years - his model showed that a modest surplus could be generated in each of the initial four years.

Pat Athawes reminded the committee of the extensive research and consultation which had had been undertaken over the past two years and the obvious enthusiasm across the village for the whole venture. There had been no shortage of discussion and this had led to the current design and layout of Pitches, MUGA and Pavilion. The committee must concentrate on the promises which had been made to the village as one of the key advantages of the entire NDP process. To start again now that the Plan had been adopted and Planning Permission agreed risked ridicule.

Colin Arnold asks the committee to focus on the overall project not just on the Pavilion - which was just one of the elements of the whole undertaking. There were three component parts which all needed to work together.

1. **The Capital investment required;** much of the £1.8m cost had already been identified (£1m in S106 payments, a rise in the precept (already agreed and making up to £500k available as a Public Works Board loan over 25 years) and Paul Caudwell's donation of £90k. The balance (target £500k) should come from Sport England, LTA, ECB etc.; these statutory sources would only contribute if their standard conditions were incorporated into the three project elements
2. **Long term maintenance;** The cost of maintenance and how this was to be met was not easy to identify in the documents presented to date. Although S106 funding was apparently available for maintenance of the playing fields Colin questioned whether this would be sufficient cover the actual costs. These would inevitably be high particularly in the first five years while the pitches 'matured'. Richard Seamark offered to seek advice from the Bucks & Bucks Football Association, based in Abingdon, on what these cost might be.
3. **Revenue** The various sources of income were inevitably difficult to predict in advance so the sensible thing at this stage was surely to keep costs to a minimum until the Parish has real experience of running the Complex. The lower the risk the better.

Richard Williams and Nigel Porter focussed on the costs of Maintenance. The need to cover these was one of the main reasons why Colin West's proposals had sought to create a substantial surplus on the revenue account. The downside of this was that it obviously increased costs and therefore risk. If this could be resolved it could bridge the gap between the two proposals. Nigel Porter offered to help where he could and also recommended that the Business Plan be no more than ten pages with much of it focussed on the budgetary issues.

In conclusion it was agreed that the 2018-'27 Plan as presented by Andrew Bax should form the basis of a further revised Business Plan to be forwarded to the Parish Council and Finance Committee. The Chairman agreed to contribute to this as best he could. Richard Williams and Pat Athawes as the Chairs of these respective bodies welcomed this proposals underlining that the key issue to be resolved centred on a satisfactory and fully financed Maintenance budget for at least the first five, and hopefully longer, of the Complex's life. There was now some urgency to complete this process.

ACTION: It was agreed that Andrew Bax and Tom Shebbeare would further revise the draft 'Walnut Meadow Sports Facility 10-year Business Development Plan 2018-2027' to circulate to members of this meeting to agree by email with a view to forwarding to the September parish Council meeting

2016/063 Public meeting/event in September/October Public Support for new sports facilities and Public Works Board loan.

It was **agreed** to hold the public meeting/event on 1st or 15th October 2017 (15th preferred) at Drayton School.

ACTION: Clerk to book Drayton Community School for afternoon off Sunday 15th October, if possible

2016/064 Any Essential Update Reports on the proposed housing development sites and other (non sports related) projects.

(a) Pre-School. Janet Manning has attended a VWHDC presentation on funding.

(b) Millers Homes. It was **noted** that there is a site meeting next Thursday.

2016/065 Date of the next Meeting was agreed for Friday 15th September 2017

The meeting concluded at 8.41pm

Signed:

Tom Shebbeare (Chairman), 15th September 2017

ACTION CHECKLIST- DRAYTON2020 NDP COMMITTEE MEETING – 18th August 2017

Who	Action Point	Report back on Action
Richard Webber	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	Officer identified – Clerk to make contact
Richard Webber	<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	
Clerk	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)	Police will not withdraw their objection to move of speed limit
Clerk	Arrange meeting for village sports supporters at school for a date in Sept/Oct. Circulate possible dates to Implementation Committee	Clerk to book Drayton School for Sun 15th Oct pm
Clerk	Arrange a meeting with Oxfordshire branch of the Football Association once Pavilion and sports pitch design is completed	Future – once Business Case agreed
Clerk	Contact Low Carbon Hub Oxford about solar panel installation on the Pavilion	Future
Clerk	Clerk to apply to OCC for a planting licence	Done. Awaiting reply
Andrew Bax, Nigel Porter, Tom Shebbeare	Traffic Calming. Andrew Bax to circulate Cala Homes' letter. Nigel Porter to monitor and report on Manor Farm activity. Tom Shebbeare to write to Richard Webber.	Cala Homes' letter circulated
Andrew Bax. Tom Shebbeare	Barrow Road/Walnut Meadow Business Case. Revise/shorten the 'Walnut Meadow Sports Facility 10-year Business Development Plan 2018-2027' in order to forward to the Parish Council	