



Drayton Parish Council

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Minutes

held on Monday 6th November 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, Matthew Lowy, Pervin Shahin (arrived at 7:45pm and left at 10:02pm), Tamsin Meredith (left at 10:02pm), Laura Billington (left at 10:02pm).

Not Present: Colin West, Colin Arnold.

In attendance: David Perrow (Parish Clerk and Responsible Financial Officer) (left at 10:15pm), Christopher Price (Deputy Parish Clerk and Meeting Administrator), Richard Webber (OCC) (arrived at 8:32pm and left at 8:56pm).

Public: Roxy Elford, Mick Ferriman, Liz Ferriman, Derek Stork, Daniel Scharf, Andrew Cooke.

227/2017 Apologies for Absence. Colin West, Colin Arnold, Richard Webber (late arrival and early departure).

228/2017 Variations of Business. None.

229/2017 Declarations of Interest, Dispensations and Use of Delegated Powers. None.

230/2017 News from OCC Councillor. This item of business was deferred until Richard Webber's arrival later in the meeting. See item 233/2017 News from OCC Councillor.

231/2017 News from VWHDC Councillor. Stuart Davenport was not present.

232/2017 Public Participation.

(a) DAMASCUS Youth Project. Roxy Elford (Youth Worker) updated the Council on the work and activities going on in Drayton.

(b) Walnut Meadow Road Junction. Mick Ferriman and Liz Ferriman expressed concerns with the new Walnut Meadow / Abingdon Road road junction that is dangerous due to poor visibility and speeding vehicles.

Pervin Shahin arrived at 7:45pm.

(c) GARD (Group Against Reservoir Development). Derek Stork (Hon Chairman, GARD) updated the Council on the reservoir. It was **noted** that GARD is holding a public meeting on 15th November 2017 in Drayton Village Hall.

(d) Walnut Meadow Screening. A Parishioner expressed disappointment that planting has not been put in yet to screen the new Walnut Meadow development from Abingdon.

(e) Manor Farm Conservation Area. A Parishioner suggested removing the new Manor Farm development from the conservation area.

(f) Real Time Bus Information. A Parishioner asked if / when real time bus information would be displayed at all the bus stops in Drayton. This was in the Neighbourhood Development Plan but it appeared that OCC had not requested funding for this from developers.

Richard Webber (OCC) arrived at 8:32pm.

233/2017 News from OCC Councillor (Richard Webber).

Oxford Cambridge Expressway. 3 expressway route options have been publicised. [Clerk's note: The short listed expressway routes are via Aylesbury, the EastWest Rail (EWR) corridor or the existing A421 corridor. The options include on and off-line improvements and a number of sub-options in order to route

around Oxford. All three expressway options include conversion of sections of the A34, A421, A428 and A1 to expressway standard to complete the route between the M4 and A14/M11. Each expressway option would form part of a package of transport measures including EWR, route technology, integration with rail interchange hubs and local access and mobility measures (including non-motorised users).]

Richard Webber (OCC) left at 8:56pm.

234/2017 Minutes. The minutes of the previous Parish Council Meeting were **confirmed** and Richard Williams (Chairman) signed them.

Proposed: Matthew Lowy

Seconded: Patricia Athawes

Resolved: Unanimous

235/2017 Action Checklist from the Previous Meeting (Appendix A). The action checklist was **noted** and the point below is provided as additional information:

FP16. This footpath used to run through the middle of an open field, but a barbed wire fence is being erected along both sides of it and a non disabled friendly kissing gate has been installed. The Deputy Clerk has emailed Arthur McEwan-James (Field Officer (South West) Countryside Access Team, OCC) to discuss the matter but is yet to receive a response. It was **noted** that there are now roles of barbed wire next to the footpath. It was **agreed** that the Clerk should write to the landowner.

ACTION: Clerk to write letter to land owner.

236/2017 Finance & Personnel Committee (Patricia Athawes).

| Payments. Drayton Parish Council operates under the General Power of Competence adopted in December 2016 | Invoice Amount | Including VAT |
|---|-----------------------|----------------------|
| Village Caretaker's work for previous month | *£250.00 | Nil |
| Clerk's Salary PC: £498.47 (40 hrs per month); D2020 £311.54 (25 hrs o/t). | *£810.01 | Nil |
| Deputy Clerk's Salary (40 hrs per month). | *£390.08 | Nil |
| HMRC – Tax and NI PC: £291.35 D2020: £121.11 | *£412.46 | Nil |
| Deputy Clerk's Pension (employee 5.5 % £28.38 ; Employer 21.7% £111.99) | *£140.37 | Nil |
| Clerk's Expenses | *£113.30 | £16.00 |
| Deputy Clerk's expenses | *£7.25 | Nil |
| Microshade – Quarterly Hosting fee and software | *£178.56 | £29.76 |
| Green & Tidy – Path work (2 nd payment of 2)+ | *£7,762.86 | £1,293.81 |
| Fitzpatrick Woolmer – Playground signage | *£280.20 | £46.70 |
| Challenor & Sons Solicitors – Fee for land sale services | *£666.00 | £110.00 |
| White Horse Contractors – drainage layout at Walnut Meadow+ | *£1,500.00 | £250.00 |
| White Horse Contractors – fee for trial holes investigation+ | *£594.00 | £99.00 |
| Drayton Village Hall – room hire Feb to Sept 2017 | £109.00 | Nil |
| Drayton Football Club – Grass cutting grant Oct 2017 | £140.00 | Nil |
| Colin Arnold – parts to repair Lyford Close bin mounting | £9.56 | £1.59 |
| Total payments this month | £13,363.65 | £1,846.86 |
| Receipts: | | |
| Burial and Memorial Fees | | £115.00 |
| Refund of solicitor's fee for land sale | | £556.00 |
| Total Receipts last month | | £671.00 |

(a) Bank Reconciliation. Current account £60,714.74, Deposit Account £19,940.49, Projects Account £29,578.47, Undrawn cheques None, Payments not yet credited £613.50. Total = £81,268.73 PC account (excluding payments above).

(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 Graham Webb. + Payments to be made NET of VAT from the D2020 Projects Account, by transfer.

237/2017 Drayton2020 Implementation Committee (Richard Williams)

(a) Walnut Meadow Sports Facilities Business Case. It was **resolved** to adopt the Walnut Meadow

Sports Facility Business Case referred by the Drayton2020 NDP Implementation Committee, and to accept this, subject to the agreed amendments, as the basis of the Council's application for the PWLB loan and any grant applications for the sports facilities.

Proposed: Pervin Shahin **Seconded:** Patricia Athawes **Resolved:** Unanimous

It was **noted** that this resolution does not financially commit the Parish Council.

(b) Speed Limit. It was **resolved** that the Clerk should write to OCC and request that the 30mph speed limit be extended northwards towards Abingdon, despite objection from the Police.

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

ACTION: Clerk to write to OCC.

(c) Manor Farm Road Names.

ACTION: Clerk to email Councillors with suggested road names and submit names to VWHDC.

Pervin Shahin, Tamsin Meredith and Laura Billington left at 10:02pm.

238/2017 Rights of Way & Conservation Working Group (Graham Webb).

(a) Footpath/Cycle path Improvements. It was **noted** that the post supporting the kissing gate at the Henleys Lane's entrance to the Millennium Green was so corroded it fell down.

ACTION: Clerk and Graham Webb to design a replacement post, meet with contractor and get a quotation to re-instate the kissing gate with disabled access, and to consult OCC to obtain permission for this work.

David Perrow left at 10:15pm.

239/2017 Leisure & General Purposes Working Group Laura Billington had left the meeting.

Village Caretaker and Grass Cutting Contractor. Reports were **noted**.

240/2017 Planning Committee Business (Richard Wade).

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: Objection: For the following reasons: Layout, Drainage, Transport and travel/footpath issues, Landscaping, Inadequate and incomplete information in the application. **VWHDC:** See Amendment: No. 1 - dated 19th July 2017.

P17/V1508/DIS. Discharge of conditions 4 - construction traffic, 7 - highways, 9 - landscaping, 10 - materials, 12 - Biodiversity Enhancement Plan, 13 - ecology survey & mitigation scheme details, 14 - slab levels and 15 - refuse storage on application ref. P15/V2828/FUL Development of 8 dwellings and new access road. Land Adjacent to 19 East Way Drayton ABINGDON OX14 4JZ

PC: The Planning Committee discussed the applicant's submission for discharge of its planning conditions and expressed concern about two matters requiring clarification: a) The proposed layout and surfacing of East Way. b) The consultation/information relating to construction materials delivery. **VWHDC:** Fully Discharged on 17th October 2017.

P17/V1225/RM Amendment: No. 1 - dated 19th July 2017. Erection of 22 dwellings together with replacement garage for 10 Halls Close.(As amended by plans and information received 19 July 2017). Land to Rear of 10 Halls Close Drayton ABINGDON OX14 4LU.

PC: Response [Clerks note: PC changed its comment to Objection after the meeting]: Please see our previous comments that have been ignored by the developer Blue Cedar, that appear to have taken little notice of the comments made by ourselves and various residents on site layout. They have squeezed in an extra house - 22 up from 21. No particular objection to that, but the opportunity to pull back the properties a tad from the northern boundary of the site (to allow a little more separation from existing residents) doesn't seem to have been considered. Drainage remains an issue, and OCC appear to think that the revised arrangements are inferior to the original scheme. The existing residents confirm that the site is known to have a high water table and there have been problems before with flooding, sewage backing up etc., so that getting this matter right could be crucial. **VWHDC:** Pending.

P17/V1891/FUL. Demolition of 19 East Way and development of three new dwellings. Close End House 19 East Way Drayton ABINGDON OX14 4JZ.

PC: Objection: (see September planning minutes for details). **VWHDC:** See Amendment : No. 1 - dated 29th September 2017.

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| <p>P17/V2448/FUL. New building to replace existing pre school. Portakabin accommodation. Drayton Community Primary School Hilliat Fields Drayton Abingdon OX14 4JF. PC: Support. VWHDC: Planning Permission on 23rd October 2017.</p> |
| <p>P17/V2578/HH. Extension and alterations to provide additional accommodation at ground and first floor. 113 Abingdon Road Drayton ABINGDON OX14 4HL. PC: Support. VWHDC: Pending.</p> |
| <p>P17/V1982/DIS amendment (no. 1). Discharge of conditions 6 - Vehicular Access, 12 Archaeological WSI, 18 Trial Pit Detail, 19 Soft landscaping details, 21 Landscape Management Plan, 26 Desk Study and Site Investigation Report (previously submitted with the planning application) 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. PC: Response: (see October planning minutes for details). VWHDC: Pending.</p> |
| <p>P17/V2304/DIS amendment (no. 1). Discharge of condition 22 - means of enclosure on application ref. P16/V1705/FUL 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. Land at Manor Farm Drayton Oxon. PC: Response: (see October planning minutes for details). VWHDC: Pending.</p> |
| <p>P17/V2411/LB. To replace existing bedroom window. Old Lodge 31 Henleys Lane Drayton Abingdon OX14 4HU. PC: Response: Plans are not very clear. VWHDC: Pending.</p> |
| <p>P17/V2581/HH. Demolition of existing garages and construction of new integral garage and porch, wc and kitchen family room to ground floor. New master bedroom en suite internal alteration to first floor. 120 Whitehorns Way Drayton Abingdon OX14 4LQ. PC: Response: The proposed extension is close to the boundary of the neighbouring property and the garage that is to be demolished is joined to the neighbouring garage, the shared wall and roof of the garage must be made good after the removal. VWHDC: Pending.</p> |
| <p>P17/V1891/FUL Amendment : No. 1 - dated 29th September 2017. Demolition of 19 East Way and development of three new dwellings. (as amended by drawings received 29 September 2017). Close End House 19 East Way Drayton ABINGDON OX14 4JZ. PC: Objection: This amendment does not change our previous objections to this planning application. VWHDC: Refusal of Planning Permission on 26th October 2017. VWHDC: Pending.</p> |
| <p>P17/V2605/FUL. Structural Repairs, minor alterations and internal additions to the West Range of Barns. Extension and link to form catering block to south of barns. Change of Use of West Barn Range to D2 use, and change to the number of D2 uses per year for whole barns site. Landscaping works to make permanent parking arrangements and exit route from parking areas. Stonehill House Stonehill Drayton ABINGDON OX14 4AA. PC: Objection. Drayton Parish Council would like footpath 24 to be retained and reinstated. We also have concerns with increase in traffic along the narrow Stonehill Lane. VWHDC: Pending.</p> |
| <p>P17/V2606/LB. Structural Repairs, minor alterations and internal additions to the West Range of Barns. Extension and link to form catering block to south of barns. Change of Use of West Barn Range to D2 use, and change to the number of D2 uses per year for whole barns site. Landscaping works to make permanent parking arrangements and exit route from parking areas. Stonehill House Stonehill Drayton ABINGDON OX14 4AA. PC: Response. The Parish Council supports the conservation officer's report. VWHDC: Pending.</p> |
| <p>P17/V2563/HH. Erection of a single storey front porch to include a wc and washbasin with a rooflight and window to north elevation. 23 Lockway Drayton Abingdon Oxfordshire OX14 4LF. PC: Support. VWHDC: Pending.</p> |

Planning application that is not in Drayton.

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| <p>P17/V1154/LB. Demolition of listed railway overbridge, and provision of replacement bridge. Steventon Overbridge High Street Steventon Abingdon OX13 6RS. PC: Objection (see August planning minutes for details). VWHDC: See Amendment : No. 1 - dated 10th</p> |
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August 2017.

P17/V1154/LB (Listed Building Consent) Amendment : No. 1 - dated 10th August 2017. Demolition of listed railway overbridge, and provision of replacement bridge. As amended by plans received on 10 August 2017. Steventon Overbridge High Street Steventon Abingdon OX13 6RS.

PC: Objection (see September planning minutes for details). **VWHDC:** See Amendment : No. 2 - dated 19th September 2017.

P17/V1154/LB Amendment : No. 2 - dated 19th September 2017. Demolition of listed railway overbridge, and provision of replacement bridge. As amended by plans received on 10 August 2017. (As per additional information received 19 September 2017). Steventon Overbridge High Street Steventon Abingdon OX13 6RS.

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

P17/V2490/LDO. Local Development Order for Didcot Technology Park for informal technical consultation. Didcot Technology Park OX14 4PJ.

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

241/2017 Personnel. It was **noted** that the Clerk has handed in his resignation and will be leaving by the end of May 2018.

ACTION: Clerk to add this item of business to the next Finance and Personnel Committee meeting agenda.

242/2017 Correspondence. None.

243/2017 Items to be Noted from Parish Councillors. None.

244/2017 Dates of the next Meetings.

(a) **Parish Council Meetings Calendar for 2018** was **agreed**.

(b) **Planning Committee. 4th December 2017. 7:00pm.** Caudwell Day Centre.

(c) **Parish Council. 4th December 2017. 7:30pm.** Caudwell Day Centre.

(d) **Finance and Personnel Committee. 13th November 2017. 7:00pm.** Village Hall, Small Hall.

The Chairman declared the meeting closed at 10:30pm.

Signed:

Date: 4th December 2017

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

**Appendix A
Action Check List**

David Perrow. Walnut Meadow Bus stop. Clerk to make further inquiries with OCC regarding a new Walnut Meadow Bus stop. Clerk to ask again.

David Perrow. Village Hall. Clerk to approach Steve Wolstenholme for improvements to Drayton Village Hall.

David Perrow. FP16. Clerk to write letter to land owner.

David Perrow. Speed Limit. Clerk to write to OCC.

David Perrow. Manor Farm Road Names. Clerk to email Councillors with suggested road names and submit names to OCC.

David Perrow. Personnel. Clerk to add this item of business to the next Finance and Personnel Committee meeting agenda.

David Perrow and Graham Webb. Footpath/Cycle path Improvements. Clerk and Graham Webb to design a replacement post, meet with contractor and get a quotation.

Matthew Lowy. Bulk Buying Scheme that could cut Gas and Electricity Bills. Matthew Lowy to write article for the Chronicle.