



Drayton Parish Council

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Agenda



Notice is hereby given that the Parish Council Meeting will be held on Monday 5th March 2018 at 7:30pm in the Caudwell Day Centre, Gravel Lane, Drayton, OX14 4HF

Signed: *David E. Perrow*

David Perrow
Clerk to the Parish Council

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Press & Public are welcome to attend and can participate during the public participation session.

To: Members of the Parish Council: You are hereby summoned to attend a meeting of Drayton Parish Council for the purpose of transacting the following business:

1 Apologies for Absence.

2 Variations of Business.

3 Declarations of Interest, Dispensations and Use of Delegated Powers.

4 News from OCC Councillor. Richard Webber. 10 minutes maximum.

5 News from VWHDC Councillor. Stuart Davenport. 10 minutes maximum.

6 Public Participation. 15 minutes maximum.

Thames Water. Huw Thomas (Local and regional government liaison, Thames Water).

7 Minutes of the Previous Parish Council Meeting. To approve the minutes of the previous meeting.

8 Action Checklist from the Previous Meeting (See last month's minutes: Appendix A). To **note** the list of actions taken and completed since the last meeting and report back on actions taken.

9 Finance & Personnel Committee (Patricia Athawes).

Payments	Invoice Amount	Including VAT
Village Caretaker's work for previous month	£tbc	tbc
Clerk's Salary PC: £ (40 hrs per month); D2020 £ (25 hrs o/t).	£tbc	Nil
Deputy Clerk's Salary (40 hrs per month).	£tbc	Nil
HMRC – Tax and NI PC: £ D2020: £	£tbc	Nil
Deputy Clerk's Pension (employee 5.5 % £ ; Employer 21.7% £	£tbc	Nil
Clerk's Expenses	£tbc	£tbc
Deputy Clerk's Expenses	£tbc	£tbc
Jenks – Hedge removal at Halls Close	£294.00	£49.00
A L Vickery Account for caretaker's materials	£9.14	£1,53
Total payments this month	£tbc	£tbc
Receipts:		
Burial and Memorial Fees		£tbc
Total Receipts last month		£tbc

(a) Bank Reconciliation. Current account £tbc, Deposit Account £tbc, Projects Account £tbc, Undrawn cheques £tbc, Payments not yet credited £tbc. **Total = £tbc PC account (excluding payments above).**

(b) Payments. To **agree** to approve the payments listed above, and to nominate the two councillors to approve online payments (marked *).

(c) Clerks replacement.

10 Drayton Conservation Area Review. To consider the draft report from the Conservation Adviser, to amend as required and consider approval and submission to VWHDC for adoption as a planning document, and adoption in due course into the Drayton Neighbourhood Plan.

There are three separate aspects of the Report to consider

- (a) Description of the current Conservation Area
- (b) Local List
- (c) Extension to Conservation Area.

11. Projects Board Committee

- (a) Terms of Reference.** To consider, amend as required and approve.
- (b) Meeting Dates.** To consider, amend as required and approve.

Updates on developments and facilities at:

- (c) Walnut Meadow**
- (d) Manor Farm**
- (e) South of High Street**
- (f) Halls Close**
- (g) East Way**
- (h) Sports Pavilion**
- (i) (j) Village Hall Refurbishment**

12 Data Protection Changes / GDPR. Councillor emails, Councillor devices, Data Protection Officer, Data Audit and policies.

13 Rights of Way & Conservation Working Group (Graham Webb).

- (a) Footpath/Cycle path Improvements.**
 - a. Laying wood chippings along FP11 from Church Lane to the allotment. 10th March 2018.
 - b. Gravel Lane footpath
- (b) FP16 Barbed Wire** update.

14 Leisure & General Purposes Working Group (Vacant).

Village Caretaker. To receive report.

15 Planning Committee (Richard Wade).

See Planning Agenda for latest planning applications and last months minutes for pending applications.

16 Annual Parish Assembly Meeting. Venue/advertising/format?

17 Correspondence.

18 Items to be Noted from Parish Councillors.

19 Dates of the next Meetings.

- (a) Annual Parish Assembly Meeting.** 9th April 2018. 7:00pm. Caudwell Day Centre.
- (b) Parish Council.** 9th April 2018. 7:30pm. Caudwell Day Centre.
- (c) Planning Committee.** 9th April 2018. 9:30pm? Caudwell Day Centre.
- (d) Projects Board Committee.** 19th March 2018. 7:00pm. Village Hall, Small Hall.
- (e) Finance and Personnel Committee.** 21st May 2018. 7:00pm. Village Hall, Small Hall.

Standing Order 1z: Meetings shall not exceed a period of 3 hours.