



DRAYTON PARISH COUNCIL

www.DraytonPC.org

<http://www.drayton-near-abingdon.org/drayton2020/>



DRAFT Minutes of the Drayton 2020 NDP Projects Board Meeting held at 7pm on Monday 19th March 2018 in the Drayton Village Hall (Small Hall), Lockway

Present: Pat Athawes; (Chairperson); Tamsin Meredith; Richard Wade; Richard Williams

In attendance: David Perrow (Clerk); Chris Price (Deputy Clerk)

Not Present: Graham Webb

Public Present: No public present

2018/001 Apologies for Absence. Graham Webb

2018/002 To receive and note the Terms of Reference

Two typos were identified. In discussion it was thought to be advisable if the ToRs specified that the Chairman be a Parish Councillor and that the quorum of three should include at least one Councillor. It was **agreed** to propose these two changes to the Parish Council at the May Annual Meeting when ToRs are reviewed

2018/003 Appointment of Chairperson and Vice Chairperson

It was agreed that Pat Athawes would continue as Chairperson for this March and the April meeting and that a replacement Chairperson would be sought at the May PC meeting

2018/004 Declarations of Interest –None

Dispensations – The previous Implementation Committee has a Standing dispensation with regard to neighbours of planned developments, subject to no direct fiduciary benefit accruing. It was **agreed** that this Standing Dispensation should be continued for this Projects Board in order to ensure that it could function properly

Proposed: Tamsin Meredith

Seconded: Pat Athawes

Agreed unanimously

2018/005 Review of Projects Board Membership

It was **agreed** to invite Colin Arnold, Andrew Bax (to represent the Drayton Community Trust), and Janet Manning to join the Projects Board as voting members. The Clerk will also contact Rob Drury-Dryden to see if he wished to continue involvement with D2020 NDP project work.

Proposed: Richard Wade

Seconded: Richard Williams

Agreed unanimously

Richard Williams will talk to Nigel Porter about his role (with possibility of becoming Project manager for Walnut Meadow facilities) and invite him to come to Projects Board meetings as a non-voting member.

Proposed: Tamsin Meredith

Seconded: Richard Wade

Agreed unanimously

2018/006 Projects Groups and Membership

The following was **confirmed.** Person underlined to be asked to convene the group:

- Walnut Meadow Sports Facilities (Colin Arnold; Richard Williams; Richard Wade)
- Village Hall refurbishment (Tamsin Meredith/advice from Clerk)
- Pre School (Janet Manning; Andrew Bax)
- Traffic Calming and art work (Richard Williams; Andrew Bax; Richard Wade)

- (e) Footpath/cycle paths (Graham Webb & ROW group)
- (f) Playgrounds (L&GP Group – Chairman?)
- (g) New Village Green & Hilliat Fields Tree Planting (Richard Wade; Tamsin Meredith; Andrew Bax)

2018/007 D2020 Projects Update

- (a) **Walnut Meadow Sports Facilities.** The Clerk will circulate the QS costings for the pavilion, which have been updated for current construction costs and contingencies. The sum is £1.1m, which needs to be divided into the cost of the building (Pavilion budget) and the costs of the outworks (storage/landscaping etc.) - the latter to be part of the Sports Fields/Sports Facilities budget. Richard Williams reported on a meeting last week with OCC Highways at County Hall where he and Cllr Richard Webber were updated on the road junction works and the estate road adoption. The Clerk will circulate Richard Williams' notes on this meeting. The road junction requires legal work and notices to be given and this will take about 6 months. The drainage and kerbstones did not now seem to be an obstacle to the road adoption, once Millers have restored and tested the swales are working properly/
- (b) **Pre School.** Grants are now being sought
- (c) **Footpaths.** The kissing gate on the path from the Millennium Green is to be re-instated and to be paid for yet. The next project will be to complete the Gravel Lane path surface. Once CALA have finished there a quote will be sought for this
- (d) **Traffic Calming.** [**Clerk's note:** The speed limit signs have now been changed from 50 mph to 40 mph]. OCC have yet to produce their traffic calming technical design and costings, The Clerk will chase this
- (e) **Hilliat Fields Tree planting** – Clerk will chase OCC Trees Licence (again)

2018/007 Date of the next Meeting. Monday 16th April. 7pm. Drayton Village Hall (Small Hall) Lockway. It was agreed to bring meetings forward to 7pm since the third Monday each month conflicts with the Village Hall Management Committee which Tamsin Meredith attends as treasurer. It may be advisable to move meetings to a different Monday each month – to be kept under review

The meeting concluded at 8.50pm

Signed:

Pat Athawes (Chairperson)

16th April 2018

ACTION CHECKLIST- DRAYTON2020 NDP COMMITTEE MEETING – 17th November 2017

Who	Action Point	Report back on Action
Andrew Bax/Tom Shebbeare	To approach further landowners for funding	
Janet Manning/Andrew Bax/Clerk	To meet to draft the Pre-School Business Plan and funding options	
Tom Shebbeare	To discuss draw down of the £50k gift from E of Plymouth	
Richard Williams/Richard Wade/Clerk	To meet with the Drayton Football Club Committee to discuss the Walnut Meadow Business Plan and funding from football sources	
Clerk	Walnut Meadow bus stop. Clerk to arrange meeting with OCC and Richard Webber	Requested dates for OCC
Clerk	Clerk to draft an architect's brief for further discussion with the Village Hall Management Committee (next meeting 20 th Nov)/D2020	Done – awaiting further discussion with Village Hall Management Committee
Clerk	Clerk to apply to OCC for a planting licence	Done. Awaiting reply

DRAFT