



Drayton Parish Council

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Minutes

held on Monday 8th January 2018 at 7:30pm
in the Caudwell Day Centre, Gravel Lane, Drayton, OX14 4HF



Present: Richard Williams (Chairman), Richard Wade (Vice Chairman), Colin Arnold, Patricia Athawes, Matthew Lowy, Pervin Shahin (arrived at 7:53pm), Graham Webb, Andrew Cooke (arrived at 7:33pm).

Not Present: Tamsin Meredith.

In attendance: David Perrow (Parish Clerk and Responsible Financial Officer), Christopher Price (Deputy Clerk and Meeting Administrator), Richard Webber (OCC) (arrived at 7:44pm and left at 8:23pm).

Public: None.

1/2018 Apologies for Absence. Tamsin Meredith.

The Chairman reported that Laura Billington has resigned from the Council. Drayton is entitled to 11 Parish Councillors so there are currently two vacancies.

Andrew Cooke arrived at 7:33pm.

2/2018 Variations of Business. None.

3/2018 Declarations of Interest, Dispensations and Use of Delegated Powers. None.

4/2018 News from OCC Councillor. Richard Webber gave his report later in the meeting upon his arrival. See item 9/2018.

5/2018 News from VWHDC Councillor. Stuart Davenport was not present.

6/2018 Public Participation. None.

7/2018 Minutes. The minutes of the previous Parish Council Meeting were **confirmed** and Richard Williams (Chairman) signed them.

Proposed: Colin Arnold

Seconded: Andrew Cooke

Resolved: Unanimous

8/2018 Action Checklist from the Previous Meeting (Appendix A). The action checklist was **noted** and specific issues are reported in the Minutes below.

FP13 Kissing Gate. The Clerk received a quotation from Green & Tidy Landscapes Ltd. Quote Number: QU-0108. Stating:

1. Repairs to base of Kissing Gate and securing into ground £250.00.
2. Re-manufacturing and fixing secondary gate to allow Wheelchair Access (Estimate). £300.00.
3. Topping previously scraped pathways with Coxwell Self Binding Gravel. £1,390.00.

It was **resolved** to proceed with items 1 and 2 only.

Proposed: Richard Wade

Seconded: Colin Arnold

Resolved: Unanimous

ACTION: Clerk to ask Green & Tidy Landscapes Ltd to repair the kissing gate and secure it into the ground and fit a secondary gate to allow wheelchair access (1.2m clearance).

Richard Webber arrived at 7:44pm.

9/2018 News from OCC Councillor.

(a) Autumn Statement. Richard Webber reported on the Chancellor's autumn statement and how it affected funding of Oxfordshire's infrastructure and housing targets.

(b) Walnut Meadow. It was **noted** that some of the new residents have once more expressed concerns with the new road junction, lighting and problems with sewage backing up in houses. It was also **noted** that

another bus stop might be needed at the north end of the village. It was **agreed** that the Clerk should arrange a public meeting for residents of Walnut Meadow to share their concerns

ACTION: Clerk to arrange a public meeting between the Parish Council, Walnut Meadow residents, OCC Councillor (Richard Webber) and VWHDC Councillor (Stuart Davenport).

Richard Webber left at 8:23pm.

10/2018 Finance & Personnel Committee (Patricia Athawes).

Payments	Invoice Amount	Including VAT
Village Caretaker's work for previous month	£250.00	Nil
Landscape Group – Grass Cutting (October 2017)	£500.00	Nil
Clerk's Salary PC: £498.34 (40 hrs per month); D2020 £311.47 (25 hrs o/t).	£809.81	Nil
Deputy Clerk's Salary (40 hrs per month).	£342.81	Nil
HMRC – Tax and NI PC: £279.68 D2020: £121.18	£400.86	Nil
Deputy Clerk's Pension (employee 5.5 % £24.95 ; Employer 21.7% £98.42	£123.37	Nil
Clerk's Expenses	£60.81	Nil
Deputy Clerk's Expenses	£40.19	Nil
Microshade Business Consultants Ltd. Quarterly hosting and software	£178.56	£29.76
OALC – Course Fee	£48.00	£8.00
Caudwell Day Centre Room Hire Oct-Dec 2017	£75.00	Nil
Jules Meredith – 12 months hosting of village website from 31 st Jan 2018	£100.00	Nil
Castle Water – Water Services 25/9/17 to 31/3/18 (188 days)	£30.83	Nil
Total payments this month	£2,960.24	£37.76
Receipts:		
Burial and Memorial Fees		£187.50
Interest received		£6.84
Total Receipts last month		£194.34

(a) Bank Reconciliation. Current account £65,878.35, Deposit Account £19,940.49, Projects Account £15,052.21, Undrawn cheques £24.00, Payments not yet credited £187.50. **Total = £85,982.34** PC account (excluding payments above).

(c) Payments. The payments listed above were **approved** for payment and Pat Athawes and Richard Williams were appointed to approve the online payments (marked *) and sign cheques.

(d) Signatures. It was **noted** that Colin West has resigned from the Parish Council. It was **resolved** to remove Colin West as a bank signatory.

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

ACTION: Clerk to complete forms to remove Colin West as a bank signatory.

11/2018 Drayton2020 Implementation Committee (Richard Williams).

(a) Walnut Meadow (continued). It was **noted** that there are a number of outstanding issues that need to be resolved regarding this new housing development: Condition of the sports pitches, adoption of Chestnut Drive, modification of road junction with Abingdon Road, playground, footpath link with lighting, legal agreement, Barrow Road re-instatement, fence at rear of Abingdon Road and handover of public assets. It was **resolved** that the Clerk should hire a quantity surveyor to the sum of £350.00 to produce a costing for the new sports pavilion. This will provide costings so grants can be applied for.

Proposed: Colin Arnold **Seconded:** Patricia Athawes **Resolved:** Unanimous

ACTION: Clerk to hire a quantity surveyor for the new sports pavilion.

(b) Village Hall Refurbishment. It was **noted** that there is a meeting of the Village Hall Management Committee on 22nd January 2018.

12/2018 Rights of Way & Conservation Working Group (Graham Webb).

(a) Wood Chippings. It was **agreed** to lay wood chippings along FP11 from Church Lane to the allotment.

ACTION: Deputy Clerk to ask Tim Akins (Allotment Warden) if he has any objection to the laying of wood chippings.

(b) FP16 Barbed Wire. A site meeting has been held with Arthur McEwan-James (Field Officer (South West), OCC) and it is thought that the use of barbed wire along this footpath is probably excessive and unnecessary.

ACTION: Clerk to follow up meeting with OCC and ask if Highway road surface waste is available and suitable for our footpaths.

13/2018 Leisure & General Purposes Working Group.

(a) Village Caretaker and Grass Cutting Contractor reports were **noted**.

(b) Litter. It was **noted** that there is a lot of litter along the outer footpaths and bridle ways surrounding the village.

ACTION: Clerk to ask Roxy Elford (Youth Worker, DAMASCUS) if they would like to join us litter picking.

(c) New Noticeboard at the Lockway Playground. It was **agreed not** to pursue this project.

14/2018 Planning Committee Business (Richard Wade).

P17/V1225/RM.

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/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/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.

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.

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.

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.

P17/V3060/HH. Extension of existing bungalow, demolition of carport, erection of double garage. 32 High Street Drayton ABINGDON OX14 4JW.

PC: Support: Observation that the VWHDC Trees Officer should be asked to look at the necessity of removing each of the three trees proposed for removal in the application. **VWHDC:** Pending.

P17/V3208/HH. Amendment to approved P15/V2068/HH: Proposed dropped kerb to allow off road parking and close

board fencing in a 'U' / 'V' shape to maintain vision splay either side of car exit. 2 Steventon Road Drayton ABINGDON OX14 4LE.

PC: Objection: Drayton Parish Council objected to planning application P15/V2068/HH and our view has not changed. It might be better if the proposed car parking access is off the Steventon Road extension at the back end of the garden, that way vehicles would not be exiting onto the main road that has a bend and restricted visibility. We also agree with the Oxfordshire County Council Local Highway Authority's objection.

VWHDC: Pending.

P17/V3253/HH. Proposed rear extension, also loft conversion with internal alterations, remove existing chimneys. 29 Abingdon Road Drayton Abingdon Oxfordshire OX14 4HW.

PC: Support: It was noted that work has already started. **VWHDC:** Pending.

P17/V3340/HH. Single storey rear extension. 4 Kiln Lane Drayton ABINGDON OX14 4FE.

PC: Support. **VWHDC:** Pending.

Planning applications that are not in Drayton.

P17/V1154/LB.

PC: Objection (see August planning minutes for details). **VWHDC:** See Amendment : No. 1 - dated 10th August 2017.

P17/V1154/LB (Listed Building Consent) Amendment : No. 1 - dated 10th August 2017.

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.

15/2018 Correspondence.

Group Against Reservoir Development (GARD). The Clerk received an email on 6th January 2018 from Derek Stork (Hon Chairman, GARD) requesting the opportunity to brief us on the plans at our meetings in February. It was **agreed** to allow Derek Stork to speak for 10 minutes during public participation.

ACTION: Deputy Clerk to respond to Derek Stork.

16/2018 Items to be Noted from Parish Councillors.

Steventon Road Street Lighting. It was **noted** that the street lights have been replaced but are now broken.

ACTION: Patricia Athawes to email Richard Webber and report on 'Fix My Street'.

17/2018 Dates of the next Meetings.

(a) Planning Committee. 5th February 2018. 7:00pm. Caudwell Day Centre.

(c) Parish Council. 5th February 2018. 7:30pm. Caudwell Day Centre.

(d) Finance and Personnel Committee. 22nd January 2018. 7:00pm. Village Hall, Small Hall.

The Chairman declared the meeting closed at 9:28pm.

Signed:

Date: 5th February 2018

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

Appendix A Action Check List

<p>David Perrow. Walnut Meadow Bus stop. A meeting with OCC etc. to be arranged for January = Meeting has taken place and OCC will provide costings for two bus stops at agreed locations near Walnut Meadow</p>
<p>David Perrow. Walnut Meadow. Clerk to arrange a public meeting between the Parish Council, Walnut Meadow residents, OCC and VWHDC Councillors.</p>
<p>David Perrow. Walnut Meadow. Clerk to hire a quantity surveyor for the new sports pavilion. Done</p>
<p>David Perrow. Village Hall. Arrange meeting with VHMC to discuss needs list/draft architect's brief. Requested for January</p>
<p>David Perrow. Thames Water, Sewage. Clerk to invite Thames Water to next Council meeting to talk about sewage capacity in Drayton. Done</p>
<p>David Perrow. Pyracantha Bushes, Halls Close. Clerk to organise a quote from Jenks for their removal and to ask VWHDC/Blue Cedar about the new pavement on Halls Close. Quote received</p>
<p>David Perrow. Footpaths Clerk to organise a date in the New Year for a working party to spread wood chippings on the footpaths around the burial ground. Done</p>
<p>David Perrow. FP13 Kissing Gate. Clerk to ask Green & Tidy Landscapes Ltd to repair the kissing gate and secure it into the ground and fit a secondary gate to allow wheelchair access. Done</p>
<p>David Perrow. Signatures. Clerk to remove Colin West as a bank signatory. Done</p>
<p>David Perrow. FP16 Barbed Wire. Clerk to follow up meeting with OCC and ask if Highway road surface waste is available and suitable for our footpaths.</p>
<p>David Perrow. Litter. Clerk to ask Roxy Elford (Youth Worker, DAMASCUS) if they would like to join us litter picking. Done</p>
<p>Richard Williams. Convene Working Group on Henleys Lane/Church Lane traffic calming.</p>
<p>Richard Williams. NDP Text Revisions. Richard Williams to draft suggested revisions for the Drayton NDP for the Council to consider.</p>
<p>Christopher Price. Wood Chippings. Deputy Clerk to ask Tim Akins (Allotment Warden) if he has any objection to the laying of wood chippings. Done</p>
<p>Pat Athawes. Street Lighting. To supply details of street lighting problem at other side of A34. Done – Clerk has forwarded details of problem to Cllr Richard Webber.</p>