

Minutes of the Drayton 2020 Steering Group Meeting held at 7pm on Friday 2nd November 2012 in the Caudwell Day Centre, Gravel Lane, Drayton, OX14 4HY

Present: Tom Shebbeare (Vice Chairman, in the Chair); Pat Athawes; Oenone Grant; Janet Manning; Daniel Scharf (part meeting, until 8pm); Richard Williams

Not Present: Andrew Bax (Chairman); Diane Dunsdon; Christine West; Richard Webber

In Attendance: David Perrow (Parish Clerk)

Minutes

2012/043 Working with ORCC. It was **agreed** that the Parish Council should be asked to fund the £1570 (plus VAT) required to hire ORCC under their ‘DIY’ neighbourhood planning package scheme. If the Parish Council agreed this then Anton Nath from ORCC would be invited to the next meeting. Tom Shebbeare outlined a proposal that Anton Nath/ORCC would advise the Steering Group mainly on process and provide practical assistance with public consultation (questionnaire/public meetings/drafting the plan). There was also a need to provide a vision for the future of the village, and Mike Habermehl (who had designed the Millennium Green) might be consulted to give this ‘content’ for the initial plan. The intention would be to seek ways on bringing the east and west sides of the village, each side of the main Abingdon Road, together in a unified scheme. Thought should be given to creating a replacement Village Hall which would be more central to the village. The vision would be map based, drawing on ideas from the Curry Evening Launch (including ‘likes’ and ‘dislikes’), and from the work of the four Working Groups. Graphical representations/photos of ‘likes’ and ‘dislikes’ might be used alongside the map, which would effectively ‘zone’ areas of the village for types of development (e.g. recreation/employment/housing). The ‘Look and Feel’ Working Group had already taken this approach on their village map at their last meeting.

ACTIONS:

- Richard Williams and Daniel Scharf to ask the Parish Council at the next monthly meeting to fund the ORCC package.
- Clerk to invite Anton Nath to the next Steering Group meeting if the funding was agreed by the Parish Council.
- Tom Shebbeare to arrange an initial meeting with Mike Habermehl, together with a few members of the Steering Group, to explore his possible involvement.

2012/044 Public Participation

Five members of the public were present and took part in discussions at various points in the meeting.

2012/045 Apologies were received from Andrew Bax, Diane Dunsdon, Christine West and Richard Webber.

2012/046 The Minutes of Previous Meeting held on 19th October were **approved** without any amendment.

2012/047 Matters Arising/Report Back on Actions

- (a) **Viability Report.** Daniel Scharf was still looking into who might be able to do this report for Drayton2020 at reasonable cost.
- (b) **Recruitment of Additional Members.** Pat Athawes had agreed to join the Steering Group and was welcomed to the meeting.

2012/048 Housing

- (a) **Criteria for dealing with planning applications for new housing.** A draft document from Daniel Scharf had been circulated to Steering Group members. This was not discussed in detail but it was **agreed** that members would look at it and that it would be discussed and amended, if necessary at the next meeting. The Parish Council would also consider the document at its next meeting. The intention was that when the criteria were agreed by both the Parish Council and the Drayton2020 Steering Group, it could be used by the Parish Council's Planning Committee to comment on any planning applications received prior to the full adoption of the Drayton2020 Neighbourhood Plan. The criteria would be sent to VWHDC Planning Dept. and each planning application received by the Parish Council would be commented on relative to this community based criteria.
- (b) **Introductory Paragraphs to Community Plan.** Daniel Scharf had similarly drafted some opening paragraphs which provided the context to the neighbourhood planning process. These had also been circulated by email prior to the meeting and it was **agreed** that once accepted by the Parish Council these should also be published and used to illustrate Drayton's current view on the status of its neighbourhood plan relative to any proposals being put forward for developments in the village.
- (c) **Manor Farm development.** The VWHDC was still considering whether a Completion Order could and should be served on Earl of Plymouth Estates in respect of the Manor Farm development. It was **agreed** that the position of this proposed development at the heart of the village made its design and appearance crucial to the village plan. Through the Habermehl 'envisioning' process it was hoped that the Earl of Plymouth and other landowners in the area might be engaged to discuss community gain through planned and agreed use of such key sites.
- (d) **SOHA.** It was suggested that the local housing association should be contacted and that they might be one possible source of partial funding for the neighbourhood plan.
ACTION: Clerk to contact SOHA.

2012/049 Working Groups

- (a) **Work and Play (Convenor: Oenone Grant) and Look and Feel (Convener: Janet Manning)** will meet next jointly on 15th November 7.45 pm at 11 Newman Lane.
 - (b) **Sustainability (Convenor: Dianne Dunsdon)** will meet next on Wednesday 7th November 6.30pm at Long Meadow, 208 Steventon Road.
 - (c) **Transport (Convenor: Christine West)** will meet for its first meeting on Tuesday 13th November, 6.30 pm at 37 Sutton Wick Lane.
- Reports from the Working Group meetings would be made available on the Drayton2020 webpages

2012/050 Finance

- (a) **Income and expenditure to date.** No change from last meeting.
- (b) **Fundraising** for Village Centre 'vision' and other needs. Tom Shebbeare had raised some money for the Drayton Community Trust (DCT) and it was suggested that the DCT use this to pay for a few days of Mike Habermehl's time to draw up the 'vision' for the village.

2012/051 Publicity

- (a) **Contacts with Drayton Community School.** Rev. Rebecca Peters (a School Governor) was present and various ways of involving parents and children in Drayton202 were discussed. It was thought that meeting parents at the school gate to hand out leaflets and discuss Drayton2020 would be a good idea. The Friday 30 minute assembly might also be used to inform staff and engage children, maybe by way of a completion (essay/picture etc.). It was pointed out that parents needed crucial local facilities, public transport and school places, and that every effort must be made to engage with this key group.
- (b) **Communications with other young people.** Gina Edge was present, and she agreed to act as a liaison between the Drayton202 project and young people in the Drayton community (youth club/DAMASCUS etc.)
- (c) **Publicity Officer.** Pat Athawes agreed to take on the role of Publicity Officer for Drayton2020. Richard Williams will continue to write the monthly Drayton2020 Report for the Chronicle. The Clerk will continue to run the email list, send out regular information and fortnightly bulletins, and update the website.
- (d) **Next fortnightly communication.** Mainly to publicise the future meeting dates and locations for the Working Groups and Steering Group, and to draw attention to the material on the Drayton2020 website.
ACTION: Clerk to publicise Working Group and Steering Group Meetings and website content.
- (e) **Website.** This now had a URL which included the Drayton2020 name.

2012/052 Any Other Business

- (a) **Village Map.** It was pointed out that the current map did not include the village south of the A34.
ACTION: Clerk to look into procuring a map covering the omitted part of the village.

2012/053 Date and Time of Next Meeting(s).

Future meetings agreed are:

Friday 16th November/Friday 30th November

All at 7pm in the Caudwell Day Centre.

The December meeting scheduled for Friday 14th December could not be held in the Caudwell Day Centre and the Clerk was asked to book an alternative venue.

ACTION: Clerk to book a venue for the Dec 14th meeting.

The meeting concluded at 9.00pm.

Signed:

Tom Shebbeare (Vice Chairman)

16th November 2012

ACTION CHECKLIST- DRAYTON2020 MEETING – FRIDAY 2nd NOVEMBER 2012

Who	Action Point	Report back on Action
Daniel Scharf	Daniel Scharf to ask a local firm whether they would undertake a Viability Report on Drayton	
Tom Shebbeare	Tom Shebbeare to arrange an initial meeting with Mike Habermehl, together with a few members of the Steering Group, to explore his possible involvement.	Done. Meeting held Mon 12 th Nov with Tom Shebbeare; Andrew Bax; Daniel Scharf with Clerk in attendance
Richard Williams	Richard Williams and Daniel Scharf to ask the Parish Council at the next monthly meeting to fund the ORCC package.	Done. Agreed by Parish Council
Parish Clerk	Clerk to update the Statement Of Community Involvement.	
Parish Clerk	Clerk to contact SOHA	
Parish Clerk	Clerk to publicise Working Group and Steering Group Meetings and website content	Done
Parish Clerk	Clerk to look into procuring a map covering the omitted part of the village.	
Parish Clerk	Clerk to ask Anton Nath to the next Drayton2020 Steering Group meeting	Done
Parish Clerk	Clerk to book a venue for the Dec 14 th meeting.	Done. Village Hall booked