

**Minutes of the Drayton 2020 Steering Group Meeting held at 7pm on Friday 16th November 2012 in the Caudwell Day Centre, Gravel Lane, Drayton, OX14 4HY**

**Present: Andrew Bax (Chairman); Tom Shebbeare; Pat Athawes; Oenone Grant; Janet Manning; Christine West; Richard Williams**

**Not Present: Diane Dunsdon; Daniel Scharf; Richard Webber**

**In Attendance: David Perrow (Parish Clerk)**

**Minutes**

**2012/054 Public Participation**

Three members of the public (Chris Bone; John Scott; Shirley Thomas) were present and took part in discussions throughout the meeting.

**2012/055 Apologies** were received from Diane Dunsdon, Daniel Scharf and Richard Webber.

**2012/056 The Minutes of Previous Meeting** held on 2<sup>nd</sup> November were **approved** without any amendment.

**2012/057 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) **Village Centre ‘envisioning’.** Tom Shebbeare reported that Mike Habermehl had been approached and briefed to design a ‘vision’ for the village which would be map/plan based, with images, based on the work of the Working Groups and feedback from the Launch event. The ‘Look and Feel’ Working Group (together with Work and Play Group) was drafting a ‘concept’ which would be fed into Mike Habermehl’s vision.

**2012/058 Housing**

- (a) **Criteria for dealing with planning applications for new housing.** The draft document from Daniel Scharf had been circulated again to Steering Group members. This was not discussed in detail but it was **agreed** that each Working Group meeting would look at it and that it would be discussed and amended, as necessary, at the next Steering Group meeting on 30<sup>th</sup> November. The present document draft was thought to be too prescriptive/negative, and the final draft should be written in more accessible language for the lay reader, though it was appreciated that certain technicalities needed to be retained to make the document compliant with planning law requirements. It was **agreed** that whilst particular possible housing sites might be listed (and other sites designated as unsuitable/for other types of use such as light industrial or recreation), no single site should be favoured in the neighbourhood plan rather than any other. However, criteria for any housing development on any of the possible sites (e.g. type of housing/housing density/type of materials to be used/landscaping/community gain/transport issues etc.) should be listed and made a requirement using this criteria document. Developers should be expected to

carry out and share with the village any required surveys. If the neighbourhood plan were to designate particular sites for housing and not others, then there was a danger that in order to justify this decision Drayton2020/Parish Council would have to carry out the surveys at the community's expense to prove sustainability/non-sustainability. Designating particular housing sites would also be divisive and so this level of specification should be avoided.

- (b) **Manor Farm development. Earl of Plymouth.** It was vital that EoP be engaged with the Village Plan, since their land would be central to the vision. Daniel Scharf had been invited to an informal meeting with EoP next Wednesday (21<sup>st</sup> Nov), and would be able to convey a sense of this to the developers. 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.
- (c) **SOHA.** Anton Nath had given the Clerk a contact name at SOHA.  
**ACTION:** Clerk to contact SOHA.

## 2012/059 Working Groups

- (a) **Group Protocols.** John Scott had drafted these in a PowerPoint, which had been circulated to the Steering Group. This was based on an **overall objective** of 'achieving a sense of community'. Groups had mentioned coherence/identity/co-ordination/integration in their work so far. Under this common objective were some **objectives/goals** such as:

- Centre village around a village green
- Fill in within boundaries of existing village rather than extend village into countryside
- More greenery
- Historic feel/materials to give identity (walnut trees; Drayton brickworks; farming/barns)

**Outcomes** could be specified such as:

- Village Green/Centre location (use EoP land?)
- Housing – low density/mixed/no big estates/work within not outside existing built up footprint
- Housing needs of village – affordable/starter homes/homes for elderly to downsize/sheltered housing
- Building code – historic brick?
- Employment opportunities in village – light industrial/rural style offices/retain agriculture/shops/pubs/café?
- Transport requirements – bus/cycle/traffic calming/speed limits/bus service frequency
- Amenities – school places/recreation/village hall/sports pavilion

It was important to agree the high level objectives and goals first, within which the Working Groups would do the more detailed work on specified desirable outcomes. It was **agreed** that John would assist each group to work up their content within such a draft protocol.

**ACTION:** John Scott to assist Working Groups and their Conveners with devising their Protocols/Vision for each group.

- (a) **Look and Feel (Convener: Janet Manning)** and **Work and Play (Convener: Oenone Grant)** will continue to meet next jointly, next on Thursday 29th November, 7.45 p.m. at 11 Newman Lane. Last meeting was on 15<sup>th</sup> November.
- (b) **Sustainability (Convener: Dianne Dunsdon)** will meet next on Wednesday 21st November 7.35pm at 122 Abingdon Road (Daniel Scharf's house). Last meeting was 7<sup>th</sup> November.
- (c) **Transport (Convener: Christine West)** will meet next on Tuesday 11<sup>th</sup> December, 6.30 p.m. at 37 Sutton Wick Lane. Last meeting was on Tuesday 13<sup>th</sup> November.

Reports from the Working Group meetings are available on the Drayton2020 webpages

## 2012/060 ORCC

Anton Nath attended for ORCC. Anton emphasized the following points in drawing up a neighbourhood plan:

(a) **Project plan.** This was an essential starting point. What needs to be done when, by whom? He tabled a specimen plan. Essential to write the 'vision' down.

**ACTION:** Clerk to email Anton Nath for email copy of project plan document.

(b) **Neighbourhood Development Order.** The Parish Council/Community could, if it wished, give planning permission.

(c) **VWHDC Local Plan.** Drayton2020 plan had to fit within the local plan. Local Plans were only subject to inspection, not referendum.

(d) **Communications** – are vital. Keep all community informed all the time. Use many and varied means, including social networking/newsletters/posters/meetings/banners etc. Use 'walk around the village' regularly to involve people e.g. walkers/dog walkers. Use an 'A' board at various points in village. Put up a gazebo with exhibition at key points in village. Take part in other people's events with a stall etc.

**Anton left the meeting at 8.15pm.**

## 2012/061 Finance

(a) **Income and expenditure to date.** No change from last meeting. Parish Council had agreed to pay the £1570 +vat (vat recoverable) for the ORCC 'DIY' package.

(b) **Fundraising** for Village Centre 'vision' and other needs. Tom Shebbeare had raised £1,000 for the Drayton Community Trust (DCT) from a single donation and it was now **agreed** that the DCT (subject to their agreement) might use this to pay for a few days of Mike Habermehl's time to draw up the 'vision' for the village. A major fundraising campaign would be needed to pay for a new Village Hall (if agreed), recreation facilities, landscaping etc. It was **agreed** that Tom Shebbeare would draft a fundraising campaign strategy and that this would be a major agenda item at the next Steering Group meeting.

**ACTION:** Tom Shebbeare to draft a fundraising campaign strategy to be considered at the next Steering Group meeting on 30<sup>th</sup> Nov.

## 2012/062 Publicity

(a) **Contacts with Drayton Community School.** Further thought had been given to communication with parents at the school. It was **agreed** that Andrew Bax, Pat Athawes, Janet Manning and Richard Williams would represent Drayton2020 at the FODSA (Friends of Drayton School Association) Christmas Fair on Sat Dec 8<sup>th</sup> 1-3pm. It was also suggested that the Head Teacher be emailed with Drayton2020 information which he might include in the regular School Bulletin.

**ACTION:** Andrew Bax, Pat Athawes, Janet Manning and Richard Williams to meet and plan representation of Drayton2020 at the FODSA (Friends of Drayton School Association) Christmas Fair on Sat Dec 8<sup>th</sup> 1-3pm.

(b) **Communications with other young people.** It was suggested that to reach teenagers and those in the 20-30 years age bracket in the village a presence on Twitter and Facebook was required.

**ACTION:** All – to consider how a Facebook & Twitter presence can be established and maintained for Drayton2020. Clerk to add to next Agenda.

(c) **Other contacts.** Clerk to contact OCC Highways and to ask for a representative to attend the next Transport Working Group meeting if possible. Clerk to brief neighbouring Parish Councils on progress to date. It was suggested that local businesses and the golf club be added to the list of organisations to be kept in touch.

**ACTIONS:**

- Clerk to contact OCC Highways and invite rep to next Transport WG meeting

- Clerk to publicise Drayton2020 work to neighbouring Parish Councils
  - Clerk to add local businesses and golf club to organisations to be kept in touch with.
- (d) **Next fortnightly communication.** Clerk to draft this 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 in a mid-Nov bulletin emailed to the email list
- (e) **Website.** Clerk will set up separate pages for each Working Group and amend and update the main page.
- (f) **ACTION:** Clerk to set up separate pages for each Working Group and amend and update the main page.

**2012/063 Any Other Business**

- None

**2012/064 Date and Time of Next Meeting(s).**

**Future meetings agreed are:**

- Friday 30<sup>th</sup> November - 7pm in the Caudwell Day Centre.
- Friday 14<sup>th</sup> December – 7pm in Village Hall
- Friday 11<sup>th</sup> January - 7pm in the Caudwell Day Centre.
- Friday 25<sup>th</sup> January - 7pm in the Caudwell Day Centre

**The meeting concluded at 8.50pm.**

**Signed:**

**Andrew Bax (Chairman)**

**30<sup>th</sup> November 2012**

## ACTION CHECKLIST- DRAYTON2020 MEETING – FRIDAY 16<sup>th</sup> NOVEMBER 2012

Who	Action Point	Report back on Action
<b>All</b>	All – to consider how a Facebook & Twitter presence can be established and maintained for Drayton2020. Clerk to add to next Agenda.	
<b>Andrew Bax, Pat Athawes, Janet Manning and Richard Williams</b>	Andrew Bax, Pat Athawes, Janet Manning and Richard Williams to meet and plan representation of Drayton2020 at the FODSA (Friends of Drayton School Association) Christmas Fair on Sat Dec 8 <sup>th</sup> 1-3pm.	
<b>John Scott</b>	John Scott to assist Working Groups and their Conveners with devising their Protocols/Vision for each group.	
<b>Tom Shebbeare</b>	Tom Shebbeare to draft a fundraising campaign strategy to be considered at the next Steering Group meeting on 30 <sup>th</sup> Nov.	
<b>Richard Williams</b>		
<b>Parish Clerk</b>	Clerk to contact SOHA	
<b>Parish Clerk</b>	Clerk to email Anton Nath for email copy of project plan document	
<b>Parish Clerk</b>	Clerk to contact OCC Highways and invite rep to next Transport WG meeting	
<b>Parish Clerk</b>	Clerk to publicise Drayton2020 work to neighbouring Parish Councils	
<b>Parish Clerk</b>	Clerk to add local businesses and golf club to organisations to be kept in touch with.	
<b>Parish Clerk</b>	Clerk to publicise Working Group and Steering Group Meetings and website content in a mid-Nov bulletin emailed to the email list	
<b>Parish Clerk</b>	Clerk will set up separate pages for each Working Group and amend and update the main page.	<b>Done</b>