

**Minutes of the Drayton 2020 Steering Group Meeting held at 7pm on Friday 30th November 2012 in the Caudwell Day Centre, Gravel Lane, Drayton, OX14 4HY**

**Present: Andrew Bax (Chairman); Pat Athawes; Diane Dunsdon; Janet Manning; Daniel Scharf (until 8.15pm); Tom Shebbeare; Christine West; Richard Williams**

**Not Present: Oenone Grant; Richard Webber**

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

**Minutes**

**2012/065 Public Participation**

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

**2012/066 Apologies** were received from Oenone Grant and Richard Webber.

**2012/067 The Minutes of Previous Meeting** held on 16th November were **approved** without any amendment.

**2012/068 Matters Arising/Report Back on Actions**

(a) **FODSA Christmas Fair.** The ad hoc group (Pat Athawes; Andrew Bax; Janet Manning; Daniel Scharf) Richard Williams agreed to meet on Wed 5<sup>th</sup> Dec at 7.30 at 11 Newman Lane to plan the event. Clerk to provide display board.

**ACTION:** Clerk to provide display board for FODSA event

(b) **Protocols.** John Scott was thanked for his help with formulating the Working Group Protocols

(c) **Communications.** Daniel Scharf drew the attention of the Steering Group to meet the requirements of the Equality Act in forming the Neighbourhood Plan. Drayton2020 will need to be able to demonstrate not just that it had attempted to contact and inform all sections of the village population, but that it had been successful in doing so.

(d) **Project Plan.** John Scott agreed to draft a Project Plan

**ACTION:** John Scott to draft a Project Plan for discussion

**2012/069 Co-option to Steering Group**

It was **agreed** that John Scott should be co-opted onto the Steering Group

**2012/070 Fundraising**

Tom Shebbeare led a discussion on the criteria/questions to be answered in order to draw up a fundraising strategy:

- (a) What do we need the money for? – what is the community’s wish list? What have other villages done to improve their communities? – new/refurbished village hall; allotments; planting; self-build; community shops/café etc.? Faringdon are the only other VWHDC community doing a Neighbourhood Plan at present. Funding needed not just to write the Drayton2020 Plan, but to make it a reality. VWHDC may give us c.£10k for the plan, and the Parish Council/DCT can probably fund the rest of the plan costs. Fundraising will be aimed getting grants from e.g. Lottery Funding, TOE2 (e.g. for biodiversity survey?), charities and foundations, individual (gift aided?) donations and community fundraising events.
- (b) What is the time period for the fundraising plan – 5 years; 10 years? When should we start?
- (c) Who will the fundraisers be? – Parish Council/Drayton Community Trust/Other legal body set up for the purpose?  
**ACTION:** Tom Shebbeare and Clerk to meet to draw up a draft fundraising plan to discuss at the next meeting.

## 2012/071 Housing

- (a) **Criteria for dealing with planning applications for new housing.** The draft document from Daniel Scharf had been circulated to Steering Group members together with a covering document drafted by John Scott. It was **agreed**:
  - (i) John Scott’s cover document should form a short Executive Summary to the main document, so that residents could understand the purpose of the document and its main points quickly, without having to understand the planning language in which the main document had to be cast to comply with national and local planning requirements
  - (ii) Daniel Scharf and Richard Williams will draft the final revisions to the document over the weekend, and will present it for adoption at the Parish Council meeting on Monday 3<sup>rd</sup> December.
  - (iii) Specific preferred development sites would not be identified at this stage.
  - (iv) Design criteria (e.g. uniqueness; character) will be added in by Richard Williams, taking ideas from the Design Council Seminar attended the previous week by Andrew Bax/Janet Manning/Richard Williams and the Clerk.
  - (v) Phasing/max size of site. These issues were left unresolved for Daniel/Richard Williams to discuss with the Parish Council
- (b) **Manor Farm development. Earl of Plymouth.** Daniel Scharf had been prevented from reaching Bridgewater by floods stopping trains at Bristol, but had had a long telephone discussion with Michael Lawley, of Cooke & Arkwright, agents for Earl of Plymouth Estates. The EoP are also having a re-think on the Manor Farm development and are negotiating with the OCC County Surveyor to see if road entry to the new housing could be off Abingdon Road, opposite Hilliat Fields. They are also looking afresh at the number and type of housing. This could be win-win for the village, since the idea of a village green/village hall/sheltered/affordable housing within the Manor Farm development might now be negotiable with a new layout design. Daniel Scharf reported that EoP are amenable to ideas being put to them; that the community contribution (currently £130k plus some public space) might still be attained without need to change the road layout at the Green; that the site would still be constrained by its position in the Conservation Area and therefore subject to stricter planning control.  
**ACTION:** Tom Shebbeare to talk to Mike Habermehl to see if his designs for the Village Centre could be submitted to EoP in a simplified and summary form (e.g. 1 side A4?), including the road entry from Abingdon Road
- (c) **SOHA.** The Clerk had contacted SOHA and a reply was awaited.

Daniel Scharf left the meeting at 8.15pm

### 2012/072 Working Groups

- (a) **Look and Feel (Convener: Janet Manning)** and **Work and Play (Convener: Oenone Grant)**. This joint group had poised its meetings but would be engaging with the community through the FODSA School Christmas Fair and by looking at listing the Drayton businesses to make contact with them.
- (b) **Sustainability (Convener: Dianne Dunsdon)**. Next meeting is to be held on Wed 5<sup>th</sup> December. The next area of work would be to look at biodiversity issues and water management.
- (c) **Transport (Convener: Christine West)** will meet next on Tuesday 13<sup>th</sup> December, 6.30 p.m.  
Reports from the Working Group meetings are available on the Drayton2020 webpages

### 2012/073 Biodiversity/Environmental Survey

Information had been gathered from the 1990's-2005 surveys collated by John Killick and circulated. There was also some information from the old canal-side from the Berks & Wilts Canal Trust. It was thought that the Abingdon Naturalist Society might be engaged at some point, and that advice could be obtained from Cynth Napper (Oxfordshire Nature Conservation), whom the Clerk had contacted and who had produced a 'Community and parish Guide to Biodiversity'. Cynth was willing to come to speak to a Drayton group, once it had been decided who/how any work could be undertaken. Funding (up to £10k?) might be obtained for a biodiversity study from TOE2. The Sustainability Group will look at these issues.

### 2012/074 Wiltshire & Berks Canal Restoration

The Clerk reported that he had been in touch with Marin Buckland of the Wilts & Berks Canal Restoration Trust. Martin was responsible for the Abingdon section of the Canal, and would be happy to speak to Drayton2020/the Parish Council. At present the position was that the canal was a designated long distance footpath. Its future restoration along its original route was included in the current VWHDC Local Plan, and this is expected to be carried into the next Local Plan. The route may have to be diverted in the Drayton area if Thames Water get permission to build a reservoir. This should be known in the next few months, as TW produce their new Water Management Plan. If the reservoir is built, TW will have to provide for the canal restoration on a parallel route, and it would form part of their overflow channel strategy. Grants were available for the canal restoration project, but they needed to be pump-primed by local support, so the Trust was keen to engage with Drayton2020/The Parish Council. Daniel Scharf had also been in touch at national level with Ken Oliver (Canal Officer, Wilts & Berks canal Trust) who had agreed to come to speak to the Parish Council on 4<sup>th</sup> February.

It was **agreed** that the Canal restoration should feature in the final Drayton2020 Neighbourhood Plan and that these discussions should be continued.

### 2012/075 Publicity

- (a) **Design Council Workshop**. This workshop had presented several case studies on neighbourhood plans. The lesson was to use many and varied forms of communication. Small face to face meetings on the street, using a mobile 'A' board, was one method. Going to community group meetings was another. It was **agreed** that outdoor promotions were probably best left to the spring weather (April onwards). A community night should be organised for around 1<sup>st</sup> April.
- (b) **Facebook/Twitter**. It was suggested that the DAMASCUS group might be approached to help.  
**ACTION:** Daniel Scharf to talk to Gina/Ryan/Gary about Facebook/Twitter

### 2012/076 Any Other Business

- (a) **DCLG Reply form. ACTION:** Clerk to fill in and return this form to DCLG to inform them Drayton is undertaking a neighbourhood plan and where we were in the process to date.
- (b) **Neighbouring Villages. ACTION:** Clerk to approach neighbouring villages to see if they are willing to have a joint meeting on common issues (housing/transport etc.) in the New Year

**2012/077 Date and Time of Next Meeting(s).**

**Future meetings agreed are:**

- 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 9.00pm.**

**Signed:**

**Andrew Bax (Chairman)**

**14<sup>th</sup> December 2012**

## ACTION CHECKLIST- DRAYTON2020 MEETING – FRIDAY 30<sup>th</sup> NOVEMBER 2012

Who	Action Point	Report back on Action
<b>All</b>	.	
<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.	Done
<b>Daniel Scharf</b>	Daniel Scharf to talk to Gina/Ryan/Gary about Facebook/Twitter presence for Drayton2020	
<b>John Scott</b>	John Scott to draft a Project Plan	
<b>Tom Shebbeare</b>	Tom Shebbeare and Clerk to meet to draft a fundraising campaign strategy to be considered at the next Steering Group meeting on 14 <sup>th</sup> December	Done
<b>Tom Shebbeare</b>	Tom Shebbeare to talk to Mike Habermehl to see if his designs for the Village Centre could be submitted to EoP in a simplified and summary form (e.g. 1 side A4?), including the road entry from Abingdon Road	
<b>Parish Clerk</b>	Clerk to provide display board for FODSA event	Done
<b>Parish Clerk</b>	Clerk to follow up SOHA contact	
<b>Parish Clerk</b>	Clerk to fill in and return this form to DCLG to inform them Drayton is undertaking a neighbourhood plan and where we were in the process to date.	
<b>Parish Clerk</b>	Clerk to approach neighbouring villages to see if they are willing to have a joint meeting on common issues (housing/transport etc.) in the New Year	
<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 an end- Nov bulletin emailed to the email list	
<b>Parish Clerk</b>	Clerk to add content to Working Group webpages and amend and update the main page.	