

**Minutes of the Drayton 2020 Steering Group Meeting held at 7pm on Friday 22<sup>nd</sup> March 2013 in the Caudwell Day Centre, Gravel Lane, Drayton, OX14 4HY**

**Present: Andrew Bax (Chairman); Pat Athawes; Janet Manning; Pervin Shahin (from 7.10pm) ; Tom Shebbeare; Richard Webber; Richard Williams**

**Not Present: Diane Dunsdon; John Scott**

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

**Minutes**

**2013/059 Public Participation**

One member of the public was present (Tracey Jesson), who took part in discussions throughout the meeting.

**2013/060 Apologies** – were received from Diane Dunsdon and John Scott

**2013/061 The Minutes of Previous Meeting** held on 8<sup>th</sup> March 2013 were **approved** with a change under Minute 2013/055 Finance with the amended sentence: “It was **suggested** that £5k would be needed *for this*”

**2013/062 Matters Arising/Report Back on Actions**

(a) **Bird Survey.** Pat Athawes reported that Steve Clarke had additional data to the RSPB Garden Birdwatch information. This could be useful to show trends and species in particular locations, e.g. the proposed developers’ sites.

7.10pm Pervin Shahin arrived

(b) **Design Council/CABE Consultancy.** Various members of the Steering Group had met with Meredith Evans, the appointed consultant and he was now advising on design and other issues. Janet Manning was devising an ‘urban form’ map under Meredith’s advice and looking at the ‘street level’ view for design issues. Meredith had advised that rather than a min roundabout a ‘raised table’ might be used at the entry to the manor farm development on Abingdon Road. It was **agreed** that a further meeting with Meredith would not be possible before the Easter Bank Holiday weekend and that the clerk would so advise Meredith. The comments on the Housing Policy Guidance which Meredith had produced would be passed on to the Parish Council.

**ACTION:** Clerk to advise Meredith Evans that it would not be possible to meet again before Easter. Clerk to pass on Meredith Evans commentary on the HPG to the Parish Council.

(c) **Landowners Meetings.** A second meeting with the representatives of the Earl of Plymouth’s Estates representatives was being arranged (for Wed 10<sup>th</sup> April 5.30pm). The Clerk would also set up a meeting with Saville’s to discuss the land south of the village again. Andrew Bax and Tom Shebbeare would be meeting with John Binning about the Lockway land after Easter.

**ACTION:** Clerk to arrange a second meeting with Saville's; and to contact remaining landowners (Dunsdon/Burt/Carpenter)

- (d) **Drayton Community School.** Discussions were still continuing to try and arrange a meeting with the School Governors, or to get a school governor (Either John Sheppard or Catherine Webber were suggested) to join the Drayton2020 Steering Group. Andrew Bax would pursue this discussion.

**ACTION:** Andrew Bax to pursue discussions with the School Governors to try and arrange a meeting. Catherine Webber to be invited to the next Steering Group meeting.

- (e) **Finance.** The Clerk reported that it was still not clear when the £10k from VWHDC would be paid, but that it was dependent upon their receipt and approval of the Drayton2020 Project plan. It was **agreed** that the Clerk would submit this to Katherine Macdonald at VWHDC and invite Katherine to the next Steering Group meeting.

**ACTION:** Clerk to invite Katherine Macdonald (VWHDC) to the next Steering Group meeting on 5<sup>th</sup> April and to send her the Drayton2020 Project Plan

### **2013/063 DAMASCUS Youth Project**

The arrangements for the DAMASCUS Pizza night on Monday 25<sup>th</sup> March were in hand and four members of the Steering Group, representing each of the Working Groups (Janet//Christine/Diane/Richard) and Andrew Bax expected to be present. Maps and the aerial photograph would be used and annotated with post-its.

It was **agreed** that amended maps showing the south of the village should be obtained from Mike Habermehl since VWHDC did not seem to be able to produce them for us.

**ACTION:** Tom Shebbeare to ask Mike Habermehl for amended village maps showing village south of the A34.

### **2013/064 Community Consultation**

There was a lengthy discussion on this issue taking up most of the meeting, with two alternative views expressed: one favouring community meetings first and the other a questionnaire first. Tom Shebbeare presented his paper on consultation, including a draft set of specimen questions for a questionnaire. Janet Manning represented ideas for a community meeting in April (to develop criteria to enable sites to be evaluated using e.g. a 'traffic light' system). She suggested a workshop type approach to this at a meeting in April (Sat 27<sup>th</sup> April was the agreed date in the Village Hall), with a further meeting later to discuss and evaluate sites using the agreed criteria,. The following was **agreed:**

- (a) A Community Workshop evening would be held in the Village Hall on Saturday 27<sup>th</sup> April presenting the Vision and Objectives, the Habermehl maps (minus the dotted circle) and to develop criteria for site evaluation. Catering would be drinks and nibbles only.

- (b) There should not be a questionnaire before the May elections

- (c) Richard Webber's previous house to house questionnaire, although some years old, should be looked at again and the results used as part of the evidence base.

**ACTION:** Clerk to look at Richard Webber's questionnaire results.

- (d) Tom Shebbeare would continue with the design of the questionnaire, which would include an outline of progress to date and ask for agreement to the Vision and Objectives. The questionnaire would be administered house to house from mid May. The Clerk would seek advice from Anton Nath (ORCC) on the design, printing and analysis of the questionnaire.

**ACTION:** Tom Shebbeare to continue to develop the questionnaire. Clerk to seek advice on this from Anon Nath (ORCC), who might be asked to meet with a small sub group on this issue.

- (e) A community feedback meeting on the questionnaire results would be held in July (timing to be confirmed later).

### **2013/065 VWHDC Draft Local Plan**

This item was held over to the next meeting.

### **2013/066 Planning/Housing**

- (a) **Sutton Wick Mineral Extraction.** This planning application was noted. The site, if approved, would need marking up on the Habermehl plan.
- (b) **VWHDC** – it had been agreed to invite Katherine Macdonald to the next meeting. It was thought premature to involve Delasi Osei (Housing Officer) in discussions at this stage.

### **2013/067 Working Groups**

- (a) **Sustainability.** Continues to meet, but no detailed report available since Diane Dunsdon was not able to be present
- (b) **Transport.** Also still meeting. Research is taking place into a number of issues, including A34 congestion.

### **2013/068 Communications**

This should be a major Agenda item at the next meeting. Pat Athawes would email around some ideas before the meeting.

**ACTION:** Pat Athawes to email round ideas on communications prior to the next meeting

### **2013/069 Any Other Business**

There was no further business

### **2013/070 The dates and time of Future Meetings were noted:** All at 7pm at the Caudwell Day Centre

- Friday 5<sup>th</sup> April
- Friday 19<sup>th</sup> April
- Friday 3<sup>rd</sup> May (? Bank holiday w/end)
- Friday 17<sup>th</sup> May
- Friday 31<sup>st</sup> May

### **The meeting concluded at 9.05pm**

### **Signed:**

**Andrew Bax (Chairman)**

**5<sup>th</sup> April 2013**

## ACTION CHECKLIST- DRAYTON2020 MEETING – FRIDAY 22nd March 2013

Who	Action Point	Report back on Action
<b>Pat Athawes</b>	Pat Athawes to continue discussions with Steve Clarke re RSPB data analysis/local bird populations	
<b>Pat Athawes</b>	Pat Athawes to email round ideas on communications prior to the next meeting	
<b>Andrew Bax</b>	Andrew Bax to pursue discussions with the School Governors to try and arrange a meeting. Catherine Webber to be invited to the next Steering Group meeting.	
<b>Tom Shebbeare</b>	Tom Shebbeare to ask Mike Habermehl for amended village maps showing village south of the A34	
<b>Tom Shebbeare</b>	Tom Shebbeare to continue to develop the questionnaire	
<b>Parish Clerk</b>	Clerk to advise Meredith Evans that it would not be possible to meet again before Easter	Done
<b>Parish Clerk</b>	Clerk to pass on Meredith Evans commentary on the HPG to the Parish Council.	Done
<b>Parish Clerk</b>	Clerk to arrange a second meeting with Saville's; and to contact remaining landowners (Dunsdon/Burt/Carpenter)	Contacted Saville's
<b>Parish Clerk</b>	Clerk to invite Katherine Macdonald (VWHDC) to the next Steering Group meeting on 5 <sup>th</sup> April and to send her the Drayton2020 Project Plan	Invited. Project Plan still to send
<b>Parish Clerk</b>	Clerk to seek advice on this from Anon Nath (ORCC), who might be asked to meet with a small sub group on this issue.	