

Minutes of the Drayton 2020 Steering Group Meeting held at 7pm on Friday 17th May 2013 in the Caudwell Day Centre, Gravel Lane, Drayton, OX14 4HY

Present: Andrew Bax (Chairman); Pat Athawes (from 7.15 pm); Diane Dunsdon; Janet Manning; Pervin Shahin; John Scott; Richard Williams

Not Present: Tom Shebbeare (Vice Chairman); Richard Webber

In Attendance: David Perrow (Parish Clerk) & Katherine Macdonald (VWHDC)

Minutes

2013/096 Public Participation

Two members of the public were present (Daniel Scharf and Kevin Arrowood) who took part in discussions throughout the meeting.

2013/097 Apologies – were received from Tom Shebbeare and Richard Webber.

2013/098 The Minutes of Previous Meeting held on 19th April 2013 were approved without need of amendment

2013/099 Matters Arising/Report Back on Actions

(a) **Bird Survey.** Pat Athawes reported that she was still awaiting information back about the bird survey.

2013/100 Community Consultation

- (a) **12th May Consultation Event.** This consultation had attracted 90-100 people. Andrew Bax had produced a summary of the comments made by the discussion groups from the event. Andrew Bax and Janet Manning agreed to summarise the Criteria for Site Assessment in one document. The consultation had added some further ideas on criteria but none of those suggested beforehand were rejected.
ACTION: Andrew Bax and Janet Manning agreed to summarise the Criteria for Site Assessment in one document.
- (b) **Questionnaire (Richard Williams/Janet Manning/Clerk)** had met with Anton Nath (ORCC) and would draft a questionnaire to be considered at the next Steering Group meeting
ACTION: Richard Williams/Janet Manning/Clerk to draft a questionnaire to be considered at the next Steering Group meeting
- (c) **Meeting with local businesses.** This was now agreed for Tuesday 4th June in the Caudwell Day Centre. John Scott had prepared a draft invitation which would now be sent out. He has a list of local businesses, and several more were suggested. John Scott will circulate the list of local businesses to the Steering Group members so that any additional firms could be added and invited to the event. Andrew Bax and Pervin Shahin will help John with the event.

ACTION: John Scott to circulate the list of local businesses to the Steering Group members so that any additional firms could be added and invited to the June 4th event

ACTION: Janet Manning/Richard Williams to supply display stands and maps etc. for June 4th business consultation meeting

(d) **School Governors.** It was reported that Mandy Biddle had taken over as Chair of the School Governors. The Clerk had written to the Governors/Head Teacher seeking a meeting with Drayton2020 Steering Group representatives

(e) **Police.** It was **agreed** that the clerk would invite the police (Sandra Syphas/Keith Morton) to a future Drayton2020 Steering Group meeting so that the Thames Valley Police had an input to the plan. It was also suggested that the TVP Planning Adviser be invited.

ACTION: Clerk to invite TV Police reps to a future Steering Group meeting.

2013/101 Meetings with Landowners

(a) It was reported that **Tom Shebbeare had met with Martin Deanes (VWHDC)** to discuss the VWHDC's view on the Earl of Plymouth and other landowners' plans. The plans for any housing in the Conservation Area would be subject to particularly close VWHDC scrutiny.

(b) **A public meeting** had been held that evening in Abingdon Guildhall at which Nick Bowles (Local Government Minister) had emphasised the importance of sustainable development. The VWHDC Leader had laid out a schedule for the Local Plan which involved finalisation by December 2013 and submission for inspection in Spring 2014, which is in line with the Drayton2020 schedule and should allow both plans to be co-ordinated so that there is conformity when the Drayton NDP goes for independent inspection.

(c) **Other landowners.** It was agreed that an advert would be placed in the Drayton Chronicle to ask any other local landowners intending change of land use up to 2029 to come forward.

ACTION: Clerk to draft an advert for the Drayton Chronicle addressed to local landowners considering changes in land use up to 2029, for Andrew Bax to agree

2013/102 Draft Sustainability Appraisal

The Sustainability Working Group had produced a near final draft of the Sustainability Appraisal and was congratulated on the thoroughness of this work. A few amendments were suggested relating to the Church and history of Drayton section and it was **agreed** that Andrew Bax would forward these to David Mercer, who would be finalizing the document. The Clerk would send David Mercer details of documents on Listed Buildings, archaeology and history.

ACTION: Andrew Bax to send David Mercer comments on the draft Sustainability Report. Clerk to send David Mercer details of Listed Buildings, archeology reports etc.

2013/103 Working Groups

(a) **Sustainability.** The group would arrange another meeting to finalise the draft Sustainability Appraisal document

(b) **Other Working Groups.** The other groups had completed their work for the moment and were in abeyance.

2013/104 Finances

The Clerk presented the latest financial statement. A £1,000 donation with £200 gift aid needed to be added to the Drayton Community Trust income. It was **agreed** that the amended financial statement should go up on the website. The £10k VWHDC grant had not yet been received but would be paid once the Parish Council had signed the acceptance form.

ACTION: Clerk to update the financial statement and mount it on the Drayton202 website.

2013/105 Any Other Business - None.

2013/106 The dates and time of Future Meetings were noted: All at 7pm at the Caudwell Day Centre. (Clerk to book venue for the June & July dates)

- Friday 31st May
- Friday 14th June
- Friday 28th June
- Friday 12th July

The meeting concluded at 8.35 pm

Signed:

Andrew Bax (Chairman)

31st May 2013

ACTION CHECKLIST- DRAYTON2020 MEETING – 17th May 2013

Who	Action Point	Report back on Action
Pat Athawes	Continue contact with Steve Clarke about the bird survey	
Andrew Bax	Andrew Bax to send David Mercer comments on the draft Sustainability Report	Done
Andrew Bax/ Janet Manning	Andrew Bax and Janet Manning agreed to summarise the Criteria for Site Assessment in one document	Done
Janet Manning/ Richard Williams	Janet Manning/Richard Williams to supply display stands and maps etc. for June 4 th business consultation meeting	
John Scott	John Scott/Pervin Shahin/Andrew Bax to organise a consultation event with local businesses.	Venue booked & invitations sent
John Scott	John Scott to circulate the list of local businesses to the Steering Group members so that any additional firms could be added and invited to the June 4 th event	Done
Parish Clerk	Clerk to invite TV Police reps to a future Steering Group meeting.	Done
Parish Clerk	Clerk to draft an advert for the Drayton Chronicle addressed to local landowners considering changes in land use up to 2029, for Andrew Bax to agree	
Parish Clerk	Clerk to send David Mercer details of Listed Buildings, archeology reports etc.	Done
Parish Clerk	Clerk to book Caudwell Day Centre for the June & July meeting dates – now agreed	Done
Parish Clerk	Clerk to update the financial statement and mount it on the Drayton2020 website.	Done
Parish Clerk	Clerk to contact Cath Dale (VWHDC) regarding recreational provision, and to direct her to Richard Williams	Done – meeting arranged