

Minutes of the Drayton 2020 Steering Group Meeting held at 7pm on Friday 20th September 2013 in the Caudwell Day Centre, Gravel Lane, Drayton, OX14 4HY

Present: Andrew Bax (Chairman); Pat Athawes; Janet Manning; David Mercer; Pervin Shahin; Tom Shebbeare (Vice Chairman); Richard Webber ; Richard Williams

Not Present: John Scott; Diane Dunsdon

In Attendance: David Perrow (Parish Clerk)

Minutes

2013/176 Public Participation Three members of the public (George & Sue Russell; Daniel Scharf) were present and took part in discussions throughout the meeting.

2013/177 Apologies – John Scott; Diane Dunsdon

2013/178 Declarations of Interest. No declarations of interest.

2013/179 The Minutes of Previous Meeting held on 6th September 2013 were approved without amendment

2013/180 Matters Arising/Report Back on Actions

- (a) **Pre-School Meeting.** Andrew Bax and Pervin Shahin had met with members of the Drayton Pre-School earlier this week. They had been enthusiastic about the possibility of moving to purpose-designed premises in any new village hall. They would need dedicated space and immediate access to an outside play area. Their desire to move to better premises fits well with the Drayton School's need to expand to provide a covered play area etc.
- (b) **Prize Draw.** Ed Vaizey MP had drawn the three winners numbers the previous Friday. The numbers were being advertised in the Chronicle, on the village website, in Vickery's shop and on village noticeboards. Winners will need to claim prizes and produce their ticket.
- (c) **DRAFT Policies.** Richard Webber had been talking to OCC, who had nominated a liaison contact person to Drayton2020. It was **agreed** that this person should be invited to the VWHDC/landowner meetings rather than to the Steering Group meetings. The Clerk was asked to send Richard Webber the TV Police contact for neighbourhood planning
ACTION: Clerk to send Richard Webber name of TV Police contact on neighbourhood planning
- (d) **Environmental Survey/ABNATS.** ABNATS were now undertaking their survey on areas agreed with landowners. The Earl of Plymouth (Manor Farm) were conducting their own environmental survey and would share this with Frayton2020. It was **agreed** that landowners should see and be asked to comment on the ABNATS survey work before it was made public.
- (e) **OCC Countryside Services** – Footpaths meeting. Janet Manning, Richard Williams and the Clerk had met with Mark Sumner, OCC Countryside Services in Drayton that afternoon. Three topics were covered: (a) A display board with a map of local walking routes: OCC may be able to advise on design, but Drayton would

need to fund this; (b) Footpath signs. These could be improved and OCC Countryside services may have enough budget to help with this. Signs might be made more specific (showing where paths lead to – at present some do, some don't) & could be coded on the posts to key to the map to show routes of different lengths and types (e.g. suitable for wheelchairs etc.); (c) Footpath surface upgrades. Mark Sumner can advise on suitable materials, costs and contractors, and on maintenance. It was **agreed** that a good initial project might be to restore the footpath on the Millennium Green, given that it had become narrower than originally installed. This might be done when any additional equipment e.g. green gym is installed.

ACTION: Clerk to contact Mark Sumner, OCC Countryside Services, to get written advice on footpaths

2013/181 Questionnaire analysis

The initial results from the ORCC analysis of the community questionnaire were considered. The response rate, both by households and by residents, was over 60%. 89% of respondents were in favour of the new village centre. The Clerk was asked to obtain the list of comments from ORCC.

ACTION: Clerk to contact ORCC for list of comments.

2013/182 Meetings with Landowners

(a) **VWHDC.** A meeting had been held with VWHDC planners (Martin Deans/Mark Deedes and others).

The VWHDC now have an Urban Design Officer (Sarah Osbourne) who might be able to advise on the Drayton Design code and other design aspects of Drayton developments.

(b) **Manor Farm development.** There had been an email exchange between Tom Shebbeare and Michael Lawley about layout and design issues for the proposed development, Drayton2020 had emphasised the need for top quality design/architects to be used since this was a prestige site in the conservation area.

(c) **Land South of High Street (Savills).** A meeting with Savills and VWHDC was proving difficult to arrange. The Clerk was asked to contact Savills and ask them to press VWHDC for dates to meet soon

ACTION: Clerk to ask Savills to press VWHDC for dates to meet

(d) **Caudwell Estates.** Tom Shebbeare would be speaking to WYG next week to get an update on their proposed development

(e) **SHLA/SHMA.** It was reported that the VWHDC's Strategic Housing Market Assessment (SHMA) had been delayed and would now not be available until Nov/Dec at the earliest. Housing numbers for the area covering Drayton are unlikely to be known when the draft Plan is submitted to the VWHDC.

2013/183 Airport Proposal

Richard Williams was still writing the response. It would be submitted by both the Parish Council and Drayton2020

ACTION: Richard Williams to finalise the draft response to the Airports Commission for Drayton2020.

ACTION: Clerk/Andrew Bax to submit the response to the Airports Commission before the 27th Sept deadline.

2013/184 Project Plan Review

(a) **Draft Neighbourhood Plan.** David Mercer tabled a first draft of the Plan. The group would continue to meet to refine this. It was **agreed** that Pat Athawes would join John Scott and Richard Webber to look at the Policies; and that Janet Manning would convene a small group to look at the housing criteria agreed in the questionnaire against actual sites in the village.

ACTION: John Scott; Richard Webber and Pat Athawes to look at the Policies;

ACTION: Janet Manning to convene a small group to look at the housing criteria agreed in the questionnaire against actual sites in the village.

(b) October 18/19th Consultation Event.

The following was agreed:

- (i) **Publicity** – Tom Shebbeare tabled a draft advert/poster/leaflet text
- (ii) **Radio Oxford** – had indicated that they would like to do their Friday afternoon programme from Drayton on Fri 18th Oct.
- (iii) **Food** – would be Chili for 250 people, with a vegetarian option. Donald Bruce will cater. School kitchens would be used again.
- (iv) **No tickets** would be issued this time
- (v) **Volunteers to help on Friday evening:** Pervin Shahin will organise a rota of volunteers to serve/clear up etc.
- (vi) **Exhibition** – Tom Shebbeare tabled a draft list of panels for the display

ACTION: Tom Shebbeare to continue work on Oct 18th catering; publicity and exhibition plan

ACTION: Clerk to contact Radio Oxford

ACTION: Pervin Shahin will organise a rota of volunteers to serve/clear up etc. on Fri 18th Oct

2013/185 Finances and Fundraising

There was no change in the Finance's since the report given at the last meeting

2013/186 Any Other Business

- (a) **Lyford Close Recreation Area – Future plans?** Given the consultation with VWHDC on recreation sites in the village had recommended against any further such use of the Lyford Close site, it was **agreed** that with the consent of the Parish Council (already given) the Clerk should approach Sovereign Housing for a meeting with Cllrs Richard Webber and Richard Williams to see if the site was suitable for affordable housing

ACTION: Clerk to approach Sovereign Housing for a meeting about the Lyford Close recreation site

- (b) **Retirement Housing** – Daniel Scharf reported that assisted living companies would now consider schemes with as few as 20 residential units

2013/186 The dates and time of Future Meetings were noted: All at 7pm at the Caudwell Day Centre.

- **Friday 4th October**
- **Friday 18th Oct – Meeting will be cancelled since this is the date of the Public Consultation event at the Village Hall**
- **Friday 1st November**

The meeting concluded at 9.00 pm

Signed:

**Andrew Bax (Chairman)
4th October 2013**

ACTION CHECKLIST- DRAYTON2020 MEETING – 6th September 2013

Who	Action Point	Report back on Action
John Scott	John Scott; Richard Webber and Pat Athawes to look at the Policies	
Pat Athawes	John Scott; Richard Webber and Pat Athawes to look at the Policies	
Janet Manning	Janet Manning to convene a small group to look at the housing criteria agreed in the questionnaire against actual sites in the village	Done
Pervin Shahin	Pervin Shahin to organise a rota of volunteers to serve/clear up etc. on Fri 18 th Oct	
Tom Shebbeare	Tom Shebbeare to continue work on Oct 18 th catering; publicity and exhibition plan	
Richard Webber	John Scott; Richard Webber and Pat Athawes to look at the Policies	
Richard Williams	Richard Williams to finalise the draft response to the Airports Commission for Drayton2020	Done
Parish Clerk	Clerk to send Richard Webber name of TV Police contact on neighbourhood planning	Done
Parish Clerk	Clerk to contact Mark Sumner, OCC Countryside Services, to get written advice on footpaths	Emailed. Awaiting reply
Parish Clerk	Clerk to contact ORCC for list of comments	Done
Parish Clerk	Clerk/Andrew Bax to submit the response to the Airports Commission before the 27 th Sept deadline	Done
Parish Clerk	Clerk to contact Radio Oxford	Done
Parish Clerk	Clerk to approach Sovereign Housing for a meeting about the Lyford Close recreation site	Emailed. Awaiting reply
Parish Clerk	Clerk to summarise the Sovereign Housing data	
Parish Clerk	Clerk to find out more about the difficulties at Cholsey and Wooton with regards to local GP surgeries etc.	