

Minutes of the Drayton 2020 Steering Group Meeting held at 7pm on Friday 13th December 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: Diane Dunsdon; John Scott

In Attendance: David Perrow (Parish Clerk)

Minutes

2013/222 Public Participation Three members of the public were present (Mr & Mrs Beugin & Daniel Scharf), and took part in discussions throughout the meeting. Mr & Mrs Beugin left before the end of the meeting.

2013/223 Apologies – Diane Dunsdon; Diane Dunsdon

2013/224 Declarations of Interest. No declarations of interest.

2013/225 The Minutes of Previous Meeting held on 15th November 2013 were approved without amendment.

2013/226 Matters Arising/Report Back on Actions

Action points other than those detailed below were dealt with in a report which was taken as read.

(a) Photos were needed for the DRAFT Plan.

Action: Clerk to contact Derek Pooley. Janet Manning to give David Mercer her photos/take more

(b) Illustrations/maps also needed for the DRAFT Plan

Action: Tom Shebbeare to supply/ask Mike Habermehl to supply to David Mercer

2013/227 DRAFT Neighbourhood Plan

The Drafting Group had met the previous Sunday to consider the VWHDC comments on the initial draft, and also those of the Parish Council and its Planning Committee.

Action: David Mercer to send the Clerk notes of this meeting.

David Mercer presented the latest version of the DRAFT NDP – now called the Pre-Submission Consultation copy:

- Community Policies and Planning Policies had been separated and numbered differently, with Planning Policies highlighted
- Duplication of policies had been removed
- Some planning policy wording had been strengthened, in line with the approach taken in the VWHDC Local Plan
- S106. A discussion was held on whether this should be in the main body of the document or a separate appendix. **Decided** to keep it in the main body of the text

- Energy efficiency of homes. It was **decided** that since government policy in this area was currently confused and subject to change, wording should be kept general rather than made specific to current nomenclature, which might change and be outdated with the 15 life of the NDP. It was most important that each planning submission contained an Energy Statement and that the Parish Council/VWHDC weighed these against government, VWHDC and Drayton NDP planning requirements.
- Village Building Code/Local materials. It was **agreed** that this needed to be much less prescriptive, and could be drafted in details later. The DRAFT NDP should refer to Building for Life and the VWHDC Building Code (currently being revised) as well as the Drayton Building Code.
- Sustainability Assessment of Sites. **Action:** Richard Williams will provide this to David Mercer
- Steering Group Comments. **Action:** Members of the Steering Group were asked to look through the current draft by Wednesday next (18th Dec) and email comments to David Mercer who would revise the draft by the end of next week (Fri 20th Dec)
- Drafting Group. **Action: agreed** that the Drafting Group (David Mercer; Andrew Bax; John Scott & Richard Williams) would sign off the final version by Fri 20th Dec, and that the Clerk would then email this version to the Parish Council for their consideration and vote at their next PC meeting on Monday 6th January 2014. Subject to their approval, the Pre-Submission Consultation copy would then be published for comment by statutory bodies and others over the following 6 weeks, prior to submission of the Examination copy to VWHDC.

2013/228 Project Plan schedule

The Clerk tabled a revised draft schedule which now shifted the Referendum to July 2014. This was **agreed** and would now be published on the website.

2013/229 Meetings with Landowners update

- (a) **Earl of Plymouth Estates.** A 3 hour workshop had been held with E of P reps, VWHDC and members of the Steering Group's Housing Group. DPDS (Jamie) would be drafting Minutes of this meeting. To Shebbeare reported that there were four outcomes:

- DPDS would be producing a Design Brief for Drayton2020/VWHDC to agree so that builders would be bound to an agreed type of development
- Drayton2020 needed to decide on the uses and size/layout of the new Village Green
- Drayton2020 needed to decide on the uses/size/specification for the Community Building. The Pre-School would need consulting on their needs.
- Traffic issues – entry to site. A meeting was needed with OCC to discuss this and other traffic issues in the village.

Pervin Shahin indicated that her son, an architect, may be able to assist with design requirements for the new community building/existing village hall refurb.

Sarah Osborne (VWHDC) might be enlisted to help design the Village Green.

It was **agreed** to form a new Feasibility Working Group (Tom Shebbeare/Andrew Bax/Richard Webber) to look at these three issues (Village Green/Community Building & Village Hall refurb; traffic issues)

Action: Janet Manning will arrange to meet with the Pre-School

Action: Richard Webber will set up a meeting with OCC Highways – Paul Fermer

Action: Andrew Bax & Pervin Shahin will attend the Village Hall Management Committee meeting on Mon 20th Jan 2014 (7.30pm in the Village Hall) to discuss the Village Hall refurb. next steps, likely to involve drawing up a specification and then sketches/plans and outline costings.

- (b) **Land South of High Street – Savills.** Tom Shebbeare had talked to Savills and it was agreed that a workshop with them would be held in the New Year

- (c) **Caudwell/WYG.** Tom Shebbeare was keeping in touch with WYG

(d) **Messrs' Delafield Paddock/JPPC.** Andrew Bax & Janet Manning (with Clerk in attendance) had met with Henry Venners (JPPC) representing Messrs.' Delafield earlier that afternoon. The site – a 2.2 acre triangular paddock at the rear of Fisher Close – had poor access and high traffic noise. It would not be suitable for housing due to the A34 road noise and a high volume of traffic in and out of any development would also be a problem. Access for vehicles was not possible via Fisher Close, since this was too narrow and would be across private land owned by the residents (the far end of the road not having been adopted by OCC Highways). The developer was proposing access via the bridleway, but this too might prove problematic. Discussions had suggested that if there was to be any development it might be a site for professional offices or a residential care home for the elderly. JPPC would send Drayton2200 a letter with its proposals so that the site can be evaluated using the agreed criteria in the Drayton202 Draft NDP.

2013/230 Implementation Issues

See above 2013/229 (a)

2013/231 Finances and Fundraising

The Clerk reported that uncommitted funds now stood at circa £4,800. The Locality grant was almost fully spent. It was emphasized that funds currently available were dedicated to the process of developing, consulting on and publishing the NDP, and that separate funds, if needed, would have to be sought for feasibility studies/implementation. The Parish Council had set aside some monies for this from April 2014, but would have to be approached with specific proposals to release these funds. If feasibility/implementation funds were needed before April 2014, specific application should be made to the Parish Council.

2013/232 Any Other Business

There was none.

Janet Manning gave her apologies for the next meeting on 10th January

2013/233 The dates and time of Future Meetings were noted: All at 7pm at the Caudwell Day Centre.

- **Friday 10th January 2014**
- **Friday 24th January 2014**

The meeting concluded at 8.55 pm

Signed:

**Andrew Bax (Chairman)
10th January 2014**

ACTION CHECKLIST- DRAYTON2020 MEETING – 13th December 2013

Who	Action Point	Report back on Action
All	Members of the Steering Group were asked to look through the current draft by Wednesday 18 th Dec and email comments to David Mercer	Done
Andrew Bax	Andrew_Bax & Pervin Shahin will attend the Village Hall Management Committee meeting on Mon 20 th Jan 2014 (7.30pm in the Village Hall) to discuss the Village Hall refurb. next steps, likely to involve drawing up a specification and then sketches/plans and outline costings.	
David Mercer/Drafting Group	David Mercer to revise the draft by Fri 20 th Dec. Drafting Group to sign off the copy for Clerk to send to the Parish Council	Done
Janet Manning	Janet Manning to give David Mercer her photos/take more for the draft NDP	
Janet Manning	Janet Manning will arrange to meet with the Pre-School	
Pervin Shahin	Andrew_Bax & Pervin Shahin will attend the Village Hall Management Committee meeting on Mon 20 th Jan 2014 (7.30pm in the Village Hall) to discuss the Village Hall refurb. next steps, likely to involve drawing up a specification and then sketches/plans and outline costings.	
Richard Webber	Richard Webber will set up a meeting with OCC Highways – Paul Fermer	
Richard Williams	Richard Williams to give David Mercer the site assessment details for the draft NDP	Done
Tom Shebbeare	Tom Shebbeare to arrange to give/Mike H to supply plans to David Mercer for the Draft NDP	Done
Parish Clerk	Clerk to follow up with Sovereign Housing/VWHDC Planning dept. about Lyford Close land	
Parish Clerk	Clerk to contact Derek Pooley about photos for David Mercer for draft NDP	Done
Parish Clerk	Clerk to send Pre-Submission Consultation copy to Parish Councillors once approved by the Drafting Group	Done