

Minutes of the Drayton 2020 Steering Group Meeting held at 7pm on Friday 7th February 2014 in the Caudwell Day Centre, Gravel Lane, Drayton, OX14 4HY

Present: Andrew Bax (Chairman); Pat Athawes;; Janet Manning; David Mercer (from 7.20pm); John Scott; Pervin Shahin; Tom Shebbeare (Vice Chairman); Richard Webber; Richard Williams

Not Present: Diane Dunsdon

In Attendance: David Perrow (Parish Clerk)

Minutes

2014/025 Public Participation Seven members of the public were present (Mr Timms; Mr Day; Mr Malin; Shirley Thomas; Mrs Willis-Dixon; John Harris and Pauline Croucher); and took part in discussions throughout the meeting.

2014/026 Apologies – Diane Dunsdon

2014/027 Declarations of Interest. No declarations of interest.

2014/028 The Minutes of Previous Meeting held on 24th January 2014 were approved without need of any amendment

2014/029 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) **Application to Drayton Parish Council for early release of Drayton2020 2014-15 funding.** This application was considered by the PC at its meeting on Monday 3rd February and agreed.
- (b) **Sovereign Vale Housing Association/Lyford Close Playground.** Clerk had followed up, but no substantive response yet.

2014/030 Pre-Submission Copy of the Neighbourhood Plan

- (a) **Statutory & Other Replies.** The Clerk reported that a few statutory bodies had replied and a few Drayton residents, and that he would send reminders again. Most responses are expected in the final 2 weeks of the 6 wee consultation.
- (b) **Review of Communications with the Village.** The Clerk reported that he had written to all Groups using the Caudwell Day Centre and had emailed all the others in the village for which email contacts were available. Copies of the Plan had been delivered to leaders of the Baptist and Methodist Church communities, and it had been publicised that the named members of the Drayton2020 Steering Group could also be contacted to get access to a physical copy. The Drayton Chronicle had both an article and advert publicizing the Plan. Further notices (x15) had been placed on lampposts and at strategic points in

the village. The initial emailing of the pdf seems not to have reached a few people, but they have had fortnightly prompts and now seem to be aware of the Draft Plan, in common with other residents.

- (c) **Design Code.** Janet Manning reported that she had drawn up the Revised Code following comments from Kathryn Macdonald at VWHDC Planning. She had also produced large plan of Drayton's build form.

Action: Clerk to organise a digital copy of the Drayton Built Form plan/map

Action: Janet Manning to consult with Kathryn Macdonald/Sarah borne at VWHDC to finalise the Revised Drayton Design Code

David Mercer arrived 7.20pm

(d) Revision Process for Submission copy

- A member of the public commented that the 1,2,3 numbering of the potential development sites was confusing, since some had taken it to be a ranking. This should be avoided in the next revision
- Oxfordshire County Council had commented that a simple 'wish list' would not meet their requirements. What was required were costed proposals so that s106 requirements and community projects could be assigned to development sites. Funding would be from s106; CIL; New Homes Bonus and grants, plus community loans and fundraising
- Decluttering survey **Action:** Richard Webber to ask Paul Fermer (OCC) what the cost of an OCC 'decluttering survey' to look at minimising road signage in Drayton would cost.
- Sustrans had been asked for help with costing cycleways. OCC Countryside Services had offered help with footpath costings; ORCC could assist with village halls

2014/031 Feasibility Group Report Back

- (a) **Background.** For the benefit of the public present Tom Shebbeare outlined work to date with VWHDC/OCC and local landowners.
- (b) **OCC Meeting.** A meeting ad been held with OCC infrastructure planners (Paul Fermer and colleagues) and representatives of some local landowners planning developments which would impact on traffic and pedestrian flows. Discussions were wide ranging and covered the proposed 20mph speed limit; design of access points to the two new proposed developments on Abingdon Road; pedestrian crossings; decluttering road signs; surface treatments of roads to slow traffic; cycleways; bus frequency and real-time information systems.
- (c) **Public Transport.** The new X1 service was commented upon favourably as an increase in Drayton bus services, but the timetabling was proving difficult and the service unreliable. A new timetable is to be introduced next month, and the present difficulties were seen as teething problems.
- (d) **A34 Sliproad.** In response to a question from a member of the pubic it was reported that the A34 was a Highways Agency responsibility. The HA had indicated that they had no budget or plans to re-open the A34 slip road south of the A34 Drayton flyover. This slip road had been used as a temporary access point during the A34 construction and was not designed to standard as a slip road. Drayton village opinion is divided as to whether having a slip road at this point would be a benefit or not.
- (e) **Housing Numbers.** VWHDC had still to produce their target housing numbers for Drayton and the surrounding area. The delayed Strategic Housing Market Assessment (SHMA) was now due to be published on 21st February.
- (f) **Land South of High Street (Savills/Bloor Homes).** A Design Brief meeting had been held recently with Savills/Bloor Homes. They had produced a revised layout for the partial development of the site, which incorporated plenty of green space, specimen trees preserved, a rustic play area; drainage to the

south east; and a footpath/cycleway through the housing. They had given thought to traffic handling and a traffic designer was present whose firm had been involved in writing 'Traffic in Villages'. The developers were offering good community benefits

- (g) **Manor Farm.** Follow up from the Design Brief Workshop held on 9th December was preceding well. A sizing for the community building (800 sq metres x 2) had been produced by the architect employed by Drayton Community Trust. One module would be for the Pre-School, and the second probably a community café/meeting room. Both would require sound business models before proceeding. The positioning and aspect of the community building had also been dealt with by the architect, leading to a new layout of the proposed public village green.
- (h) **Caudwell/WYG – Barrow Road.** Still not much details on this site yet. The proposal was for about 50? houses, with an access road onto Abingdon Road. Probably would not need a roundabout. There would be a path to the School, and it had been suggested that the bridleway to Tesco's could be upgraded to a cyclepath.
- (i) **A34 Bridge planting.** A plantsman had been consulted who advised that wires need to be attached to the bridge to encourage climbers. This would require the consent of the Highways Agency, who own the structure.

Action: Tom Shebbeare to ask the plantsman for a sketch and plant list/costing.

Action: Clerk to write to Highways Agency for permission once the sketch and plant list are available

- (j) **Existing Village Hall refurbishment/rebuild.** The Village Hall Management Committee were producing a 'wish list' of new features/changes required so that an architect could be briefed to do a design brief/outline costing. The Wish List would be available within the next few days and Andrew Bax would be meeting the architect. A member of the public suggested that the bar should be moved to be adjacent to the main hall. The kitchen might be moved into the existing bar area. The Clerk reported that Harwell were renewing their village hall and might be consulted.

Action: Clerk to contact Harwell Village Hall/Parish Council about their plans for a new hall

2014/032 Finances and Fundraising

- (a) **Current Finances.** The Clerk presented an updated financial report showing the additional spending on salaries, room hire and £20 work charged on the graphics for the Draft Report. Total expenditure is now £21,424, leaving £6,083 in available funds, of which £2,460 is committed to July/August in anticipated salary and room hire costs. Uncommitted funds are therefore £3623.
- (b) **Locality Grant.** The Locality Grant had now been fully spent on the budgeted activities. The parish Council had agreed that the final statement should now be submitted to Locality so that the grant can be signed off.

2014/033 Any Other Business

- (a) **CPRE Larger Villages Meeting.** Richard Williams drew attention to the meeting being organised by CPRE at East Challow Village Hall on Monday 3rd March at 7.30pm. Two people from Drayton are asked to attend. This coincides with the March Parish Council meeting, so non-Councillor members of Drayton2020 SG were asked to consider attending to represent the villages

Action: Two people needed from Drayton2020 SG to attend the CPRE Larger Villages meeting at East Challow Village Hall on Monday 3rd March at 7.30pm.

2014/034 The dates and time of Future Meetings were noted: All at 7pm at the Caudwell Day Centre.

- **Friday 21st February 2014**
- **Friday 7th March 2014**
- **Friday 21st March 2014**

The meeting concluded at 8.40 pm

Signed:

**Andrew Bax (Chairman)
21st February 2014**

ACTION CHECKLIST- DRAYTON2020 MEETING – 24th January 2014

Who	Action Point	Report back on Action
All	Two people needed from Drayton2020 SG to attend the CPRE Larger Villages meeting at East Challow Village Hall on Monday 3 rd March at 7.30pm.	
Janet Manning	Janet Manning to consult with Kathryn Macdonald/Sarah borne at VWHDC to finalise the Revised Drayton Design Code	
Richard Webber	Richard Webber to ask Paul Fermer (OCC) what the cost of an OCC 'decluttering survey' to look at minimising road signage in Drayton would cost.	
Tom Shebbeare	Tom Shebbeare to ask the plantsman for a sketch and plant list/costing.	
Parish Clerk	Clerk to organise a digital copy of the Drayton Built Form plan/map	
Parish Clerk	Clerk to write to Highways Agency for permission once the sketch and plant list are available	
Parish Clerk	Clerk to contact Sovereign Vale HA/VWHDC about the Lyford Close land - again	Now awaiting advice at next PC meeting
Parish Clerk	Clerk to contact Harwell Village Hall/Parish Council about their plans for a new hall	