

Drayton Parish Council

Minutes of the Annual Parish Meeting of Drayton Parish Council Held on Monday 12th May 2008 at 7pm

In the Small Room, next to St. Peter's Church, CHURCH LANE, DRAYTON.

Present: Mr Scharf, Mrs Parker, Mr Webber, Mrs Pooley, Councillor Mike Badcock, Mr Butler, Isabel Morris. Mrs Morrison (from 7.35pm)
3 members of Radley Parish Council and Cllr Ian Hudspeth and OCC officer Andy Warren attended the meeting for items 57/08 and 58/08 only.

55/08. APOLOGIES

No apologies had been received.

56/08. NEW PARISH COUNCILLOR

Mr Scharf proposed that Mrs Isabel Morris, of 59 Abingdon Road, Drayton, be co-opted onto the Parish Council. **Decision** – All present were in agreement. Mrs Morris then signed the 'Declaration of Acceptance of Office' register and was given a copy of 'The Good Councillors Guide', The Code of Conduct and an induction pack by the Clerk.

57/08. VISIT BY CLLR IAN HUDSPETH, OXFORDSHIRE COUNTY COUNCIL

Oxfordshire County Council's member for Transport Implementation, Councillor Ian Hudspeth, and OCC officer Andy Warren attended the meeting to discuss the Abingdon Integrated Transport Scheme (AbITS). Members from Radley Parish Council also attended the meeting to listen to, and take part in, the discussion.

Cllr Hudspeth explained that he was visiting various villages surrounding Abingdon to give an update from the County Council on the transport scheme. He also gave a brief history of how and why the transport scheme came about in the first place. Towards the end of the late 1990's the District, Town and County Councils got together to try to establish what could be done to improve the air quality in the town centre of Abingdon. All councils were in agreement with the proposed scheme, which went out for public consultation in 2004. Of the 3000 people who attended the consultation in Abingdon, 60% agreed with the proposals, 20% of people were neither for nor against and the remaining 20% disagreed with the proposals. The scheme then went ahead with the backing of the District, Town, County Councils and general public.

Cllr Hudspeth went on to explain that the traffic lights through the town centre are meant to be operating to 'gate' the traffic and to keep it free flowing. However one set of traffic lights have been out of sync, and not working in the way the County Council's consultants originally advised. This has hopefully now been rectified. Cllr Hudspeth said that the County Council have been consulting on how improvements can be made. Also, a local businessman, has been carrying out independent research into the traffic system. At an open meeting, planned for 9th June, working members will be reporting on the results from the consultants.

Parish Councillors from Radley PC were then given the opportunity to ask questions about AbITS. One Councillor asked why the Highways Agency wouldn't approve south bound access onto the A34 at Lodge Hill. It was explained that, although the Highways Agency have always previously refused this as an option, they now say that if a case is put forward to prove the need for south bound access, they may consider it. Another question asked was whether the County Council would still consider river crossings in Abingdon. Cllr Hudspeth replied that the problem with this is putting the case forward and also the funding it would require.

A member of Radley PC said that they were surprised the County Council's consultants didn't envisage the problems with the traffic lights in Bridge Street in the first place. Cllr Hudspeth replied that the lights are now where the consultants originally advised for them to be, but they've only 'gone live' this afternoon.

Mrs Morrison arrived at the meeting at 7.35pm.

A member of Drayton PC then enquired about the possibility of a bridge being built over Stratton Way, so that the traffic's flow wouldn't keep being disturbed by people using the crossing. The County Council said this wouldn't be possible as the road isn't wide enough for a bridge. Mrs Parker asked why the traffic needed to be gated. The reasons for this were given as to try and keep the traffic out of the town centre and to manage the air quality in the town centre. The idea being that the traffic would be 'gated' at the traffic lights coming into the town centre,

where it would be producing more emissions. Once it was through the 'gates' it would flow freely through the town and produce less emissions.

It was commented upon that a number of shops in Abingdon have recently closed down. Mr Webber said that the casual link between Abingdon's traffic problems and town centre vitality had yet to be clearly proved. Mr Webber also commented that he felt Mr Hudspeth's summary of the current situation was both fair and free of blame for anything that had occurred in the past. Mr Scharf as public transport rep. for the PC said that the County Council should, as a priority, consult with the bus companies. Also, no further planning permission should be given until Harwell and Milton Park have sorted out the public transport issue.

58/08. NEWS FROM COUNTY COUNCILLOR

Councillor Badcock mentioned that the NHS were proposing to close the dispensary on Marcham Road. A member from Radley Parish Council said this would also effect residents in their Parish. **Action** – Councillor Badcock would keep both Radley and Drayton PCs informed about the proposal.

Councillor Badcock, Cllr Hudspeth, OCC Officer Andy Warren and Radley PC members then left the meeting.

59/08. ELECTION OF CHAIRMAN FOR THE YEAR 2008/2009.

Mr Webber proposed, and Mr Butler seconded, that Mr Scharf be elected as Chairman for the year.

Decision – All agreed and Mr Scharf accepted the position as Chairman.

60/08. ELECTION OF VICE CHAIRMAN FOR THE YEAR 2008/2009.

Mrs Parker proposed, and Mrs Pooley seconded, that Mrs Morrison be elected as Vice Chairman for the year.

Decision – All agreed and Mrs Morrison accepted the position as Vice Chairman.

61/08. DECLARATIONS OF INTEREST

No interests were declared.

62/08. PUBLIC PARTICIPATION

No members of the public were present.

63/08. APPOINTMENT OF COMMITTEES/REPRESENTATIVES FOR 2008/2009.

FINANCE: R Butler (Chairman), H Morrison, J Pooley, D Scharf and Mrs Parker

Action – The Clerk to check if it is acceptable for Mrs Morris to act as Mrs Pooley's deputy on the Finance Committee.

PLANNING: H Morrison (Chairman), J Pooley, D Scharf, and R Butler

WORKING GROUPS

LEISURE & GENERAL

PURPOSES: M Parker (Chairman), D Scharf, R Butler and R Webber

RIGHTS OF WAY &: J Pooley (Chairman), D Scharf, S Seaman and I Morris

CONSERVATION

REPRESENTATIVES

Mrs C King	Drayton Almshouses
D Scharf	Public Transport Liaison
R Webber	Drayton Hall & Recreation Ground Management Committee
Mrs King	Drayton Charities (nominated Trustee)
L Vickery	Drayton Charities (nominated Trustee)
J Pooley	Drayton Chronicle contributor

Mrs Pooley said that she would be happy to continue in the role of Drayton Chronicle contributor, but only for one more year.

J Pooley	Millennium Green Trust (nominated Trustee)
J Pooley	DAMASCUS Project
S Seaman	Drayton School

Mr Webber proposed that the PC has a representative on the RAP (Reservoir Affected Parishes) group. Mr Scharf would act as the PC's rep until this Friday.

64/08. STANDING ORDERS.

The Standing Orders, July 2003, as recommended by the National Association of Local Councils were adopted unanimously.

65/08. MINUTES OF THE MEETINGS OF 7TH APRIL 2008: ANNUAL PARISH ASSEMBLY & MAIN PC MEETING

The APA Minutes were agreed and signed with the following amendments: APA3 – Mr Scharf asked if any members of the public had comments or questions concerning rights of way or conservation. APA10 – Margaret Jones spoke about the Twinning Group.

The Main PC Minutes were agreed and signed with the following amendments: 51/08 – Mrs Pooley had requested that OCC put a hold on replacing the sign on byway 7. 51/08 – Mrs Pooley said that Mr Caudwell had now completely reinstated footpath 18, following the autumn ploughing.

66/08. LAND AT MANOR FARM

The Clerk had tried to contact Mr Knight at Cooke & Arkwright yet again concerning the letter sent to them by the PC in September last year, but still hadn't received a reply. **Action** – Mr Scharf to try and contact Mr Knight.

67/08. MATTERS ARISING

31/05 Deeds reconstruction – The Clerk had received back the information requested from the Vale about Lyford Close Play Area, which shows that the PC doesn't own the small triangle of vehicular access land.

40/06 Topple testing for headstones – Action – Mrs Parker would check the number of headstones in the Parish Burial Ground and inform the Clerk. The Clerk would then try to obtain 3 quotes for topple testing the headstones, but would first of all check with Rev'd Josie Midwinter if the church wanted their headstones tested as well.

109/07 SW Lane Flooding – Item carried forward as Councillor Badcock had left the meeting.

129/07 HGV's using bridleway – The Clerk was still awaiting a reply from OCC. Item carried forward.

8/08 Vandalism to bus shelters – Action for Mr Webber. Item carried forward.

21/08 Parking in Halls Close – The Clerk had written to Mr Sayce on behalf of the PC.

33/08 Verge along Steventon Road – The Clerk had received a reply from Mandy Bell, OCC Highways, following the PC's enquiry about the state of the verge outside of number 13 Steventon Road. Highways have no plans to action any work on the any of the damaged verges in Steventon Road. Mr Webber proposed and Mrs Pooley seconded that the next step should be to inform Councillors Badcock about this issue. **Action** – The Clerk to email Councillors Badcock regarding this.

37/08 Grants/donations from the PC – Item carried forward.

38/08 Policy for trees – Mr Butler had checked out the policy on the Vale's website. As far as he could see it differed very little from the previous policy for trees. **Action** – The Clerk to add community tree planting to the next agenda.

38/08 Policy for fly posting/village noticeboards - Mr Scharf said that this is an issue that the planning committee should look into, but that any policy drawn up by the PC should agree with the Vale's policy. **Action** – Deferred until the next meeting.

50/08 Beech hedges in burial ground – The Clerk to check with Josie Midwinter when the hedges will be cut. **Action** – Leisure & General Purposes Working Group to look at the hedge and discuss at the next meeting.

51/08 Love Lane sign – Following the signs disappearance Mrs Pooley had checked on an ancient map, but couldn't find any history of why the sign was originally installed. After some discussion and because no history could be established as to why the sign was there in the first place, it was agreed not to replace it. **Action** – The Clerk to ask the caretaker to remove the screws left in the wall, which had held the sign in place.

APA11 Play/recreation facilities in the village – Prior to the meeting Mr Scharf had circulated a draft letter to Mr Binning, concerning the land to the east of the A34 and making this available to the village for recreational purposes. Mr Webber suggested that it would be a good idea if he and Mr Scharf met with the Vale in the first instance. **Decision** – Mr Webber proposed and Mrs Parker seconded that the letter should be put on hold until a meeting with the Vale had taken place.

68/08. FINANCE/ADMINISTRATION COMMITTEE BUSINESS

All invoices, payments and receipts had been checked by Mr Butler, prior to the cheques being signed.

A Payments

M Sellwood Clerk's Salary £539.93
(includes increase to SCP 19 w.e.f. 1st April 2008)

Inland Revenue Tax & NI £56.38
M Sellwood Expenses £77.58 (incl. VAT £5.74)
Ron Sharpe May caretaker £380.00

Grass cutting hadn't been charged for this month, as it had been erroneously charged for last month.

ORCC Annual subs. 2008-2009 £20.00
Allianz Cornhill Insurance 2008-2009 £883.15
Local Council Review Annual subs. 2008-2009 £13.50
Queensbury Shelters Replacement panels on Arun Enclosed shelter, The Green £523.24 (£77.94 VAT)
Queensbury Shelters Replacement panels on 3 Bay Warwick shelter £783.66 (£116.72 VAT)
VWHDC Servicing of dog bins 1/1-31/3/08 £323.44 (£48.17 VAT)
OALC Annual subs. 2008-2009 £412.20 (VAT £61.39)

S137 payments

Mrs Parker Reimbursement for food £16.68
bought for helpers on village hall 'face lift' day

Receipts

Allotment rents 2008-2009 £180.40
Mrs Roberts Reservation of plot 200 £200.00
VWHDC 1st half of precept for 08/09 £12,000.00
(payment by BACS)

B Other business

- **Finance Committee Meeting** – set as 7pm, before the next PC meeting, on 2nd June. It was agreed that all future main PC meetings would commence at 7.30pm.
- **Updated spreadsheets** – The Clerk had emailed all PC members a completed set of accounts for 2007/2008. The Clerk also distributed a copy to each member at the meeting.
- **Donation requests S137** – HomeStart/NAG – carried forward (papers still with Mrs Morrison).
- **Draft Financial Regulations** – Carried forward.
- **New mileage rate** – The Clerk had received notification via the OALC that the rate had increased to 58.7p per mile with effect from 1st April 2008.
- **Insurance renewal** – The Clerk had received the renewal notice, which had been passed to Mr Butler to check over. Mr Butler reported that the insurance company had changed the policy with regard to the annual inspection of the playground equipment. Should the ROSPA inspection show that any piece of equipment is faulty, work to put it right must be carried out within 60 days.

69/08. PLANNING COMMITTEE BUSINESS

NO	ADDRESS	DETAILS	PARISH	DISTRICT
10/08 DRA/8104/1	11 SUTTON WICK LANE	ERECTION OF SINGLE STOREY SIDE & REAR EXTENSIONS & ERECTION OF A FIRST FLOOR REAR EXTENSION.	NO OBJ	PER
11/08 DRA/20481	8 HIGH STREET	DEMOL. OF GRND FLR EXTENS & CHIMNEY ERECTION OF 2 STRY EXTEN. & CONVRSN OF ROOF SPACE TO CREATE 2 BEDS.	OBJ	

		INSTALL OF 2 VELUX WINDOWS & 2 DORMER WINDOWS IN ROOF.		
12/08 DRA/17548/3	78 STEVENTON ROAD	ERECTION OF A GARDEN ROOM AND COVERED WAY.	NO OBJ	PER
13/08 DRA/17512/1	40 LOCKWAY	ERECTION OF A SINGLE STOREY SIDE EXTENSION.	NO OBJ	
14/08 DRA/6169/6 (AMENDMENT TO DRA/6169/5)	85 ABINGDON ROAD	ERECTION OF A NEW DWELLING WITH CONSERVATORY.	NO OBJ – concerns raised re. increased height of building.	
15/08 DRA/4744/7	38 CHURCH LANE	PROPOSED REAR EXTENSION & ALTERATIONS		
16/08 DRA/20511	42 STEVENTON ROAD	ERECTION OF A 2 STOREY FRONT EXTEN. TO CREATE A PORCH & LARGER 1 ST FLR BEDRM, INSERTION OF A BAY WINDOW AT THE FRONT OF THE PROPERTY, SINGLE STOREY REAR EXTENSION.		

B. Planning Consultation Questionnaire.

Action – Planning Committee to look at the document before the next PC meeting.

70/08. LEISURE & GENERAL PURPOSES WORKING GROUP

- **Village caretaker** – The Clerk reported on the village caretaker’s work for the month. Ron Sharpe had mentioned again to the Clerk about the bins at the BMX track. One bin had a missing lid and the other a key which wasn’t long enough to open it. **Action** – Mrs Parker to speak with Ron about the bins.
- **Plaque for new bin in Lockway play area** – Mr Scharf proposed that the wording for the plaque on the new bin should be “Drayton Brownies – helping to keep the village tidy”. The proposal was seconded by Mrs Parker. **Action** – The Clerk to let Ron know about the wording for the plaque.
- **Calor Villages of the Year Competition** – Mr Webber and Mrs Pooley had kindly volunteered to complete the form. Mr Scharf would be in reserve for helping, if required.
- **Hedge at the rear of 38 Steventon Road, near the Lockway play area** – The Clerk had been contacted by The Vale Housing Association, following a phone call from one of their tenants at 38 Steventon Road to say that the hedge required some attention. The hedge is the PC’s responsibility. **Action** – Mr Scharf and Mr Butler would look at the hedge first and then the Clerk to obtain 3 quotes for the work.

71/08. RIGHTS OF WAY & CONSERVATION GROUP

- Mrs Pooley said that she had looked at East Way today. The County Council have carried and some work there by filling in some of the holes, however the entrance as you approach the mobile home park is still in the same condition as before.
- Mrs Pooley reported that she had ordered the new sign for byway number 7.
- Mrs Pooley had asked Mark Sumner about having the kissing gates installed on the footpath, which goes towards the golf course. He said that 4 gates are needed, but there isn’t enough money available to fund them at the moment. Mrs Pooley asked if the PC would be agreeable to pay for 2 of the gates, if OCC would fund the other 2. Mr Scharf proposed, and Mr Webber seconded, that Mrs Pooley put forward to OCC that the PC would be happy to pay for the 2 least urgent gates to be installed if OCC would fund the other 2. **Decision** – all agreed. **Action** – Mrs Pooley to contact Mr Sumner.
- Frogmore Tree – Mrs Pooley asked whether the Vale would be able to fund a tree being planted where the old one used to be. **Action** – Mrs Morris to investigate the Vale’s community tree planting policy.

- Millennium Green – **Action** - Mrs Pooley to ask Nick Hamilton about the possibility of having a wildflower meadow on the Millennium Green.
- Village signs and pumps – Mrs Pooley was interested to know if other PC members would also like to make more of a feature of the signs, pumps and milestones in the village. **Decision** – It was decided to leave the pumps and milestones in their present condition and not to renovate them.

72/08. CORRESPONDENCE – to be noted

Sutton Courtenay Parish Council	Proposed incinerator Action – The Clerk to write back to Sutton Courtenay PC and apologise that no Councillors could attend the meeting this evening, but ask that the PC is kept informed.
Caudwell Day Centre Clerks & Councils Direct Harwell Update OCC	Accounts for 2007/2008 May 2008 Consultation on bus strategy Review of subsidised bus services (32B/C & 35B through Drayton) Home2School newsletter, Summer 2008
NALC OALC	Local Council Review AGM, Monday 9 th June, 7.30pm, Stratfield Brake Sports Pavilion, Kidlington
OPFA Thames Water	Spring 2008 newsletter Public consultation – draft Water Resources Management Plan Mr Scharf, Mrs Pooley and Mrs Parker were due to attend the exhibition being held on Thursday 15th May by Thames Water in the Village Hall.
Vale Community Safety VWHDC	Spring 2008 Proposal by BT to remove phone boxes After some discussion it was decided that the Clerk should contact the Vale to say that the PC objected to the removal of the last public phone box in the village, situated at East Way.

73/08. ANY OTHER BUSINESS

- Mr Webber mentioned the Vale’s Planning Open Forum and that a Parish Council should include in its precept money to fund a major project.
- The Clerk mentioned that Mr Scharf and Mrs Parker had volunteered to attend the next meeting of the Village Hall Committee and Football Club on Monday 9th June, 7pm.

74/08. Future meetings: the date of the next meeting Parish Council meeting was confirmed as Monday 2nd June, 7.30pm, with the Finance Committee Meeting to be held prior to this, at 7.00pm. Both meetings to be held at the Caudwell Day Centre, Gravel Lane, Drayton.