

Drayton Parish Council

Minutes of the Parish Council Meeting of Drayton Parish Council, Held on Monday 4th August 2008 at 7.30pm At the Caudwell Day Centre, Gravel Lane, Drayton.

Present: Mr Scharf, Mrs Parker, Mr Webber, Mrs Pooley, Councillor Mike Badcock, Mr Butler, Mrs Morris.

104/08. APOLOGIES FOR ABSENCE

Mrs Seaman. Mrs Morrison. Councillor Mike Badcock gave apologies from Councillor Marilyn Badcock.

105/08. DECLARATIONS OF INTEREST

No interests were declared.

106/08. PUBLIC PARTICIPATION

3 members of the public were present. Mr & Mrs Brock, from Sutton Wick Lane, had attended the meeting to discuss a planning application for a property in Sutton Wick Lane. The Parish Council couldn't comment on the application as they hadn't received any paperwork from the District Council.

107/08. MINUTES OF THE PARISH COUNCIL MEETING OF 7TH JULY 2008.

The Minutes were agreed and signed with the following amendment: 94/08. Councillor Badcock replied that this shouldn't be the case as the lorries currently access the site by the Didcot link road.

108/08. NEWS FROM COUNTY COUNCILLOR.

- Councillor Badcock mentioned that he wished to undertake some consultation with the PC and local residents concerning the possibility of having some 20mph zones in the village. **Action** – Mrs Morris would mention this in the report for the Drayton Chronicle. Councillor Badcock would write a letter to put in the Chronicle.
- The reduced speed limit of 50mph between Drayton and Abingdon seemed to working well.

109/08. MATTERS ARISING

40/06 Topple testing for headstones – The Clerk had received a letter from Josie Midwinter to say that a member of the PCC, Peter Cline (who is responsible for health and safety at Radley College) had kindly offered to do the topple testing in the Church Burial Ground at no cost. Mr Cline was also willing to do the topple testing in the Parish Burial Ground. The Clerk had then received a letter from Mr Cline detailing the work he had carried out in the Church Burial Ground. The Clerk had forwarded a copy of the letter onto Mr Scharf. **Action** – The Clerk to contact the OALC to obtain up-to-date information on memorial safety and then forward a copy of this onto PC members and Mr & Mrs Brock. The Clerk to write to Mr Cline and request a letter detailing his qualifications for topple testing and then contact the PC's insurers to ask if it would be acceptable for Mr Cline to carry out the test. Mr Scharf to email round a PC draft policy on the safety testing for headstones.

109/07 SW Lane Flooding – The Clerk was waiting for a reply from Thames Water concerning the drains. Mr Scharf said that the County Council had ascertained that the Abingdon Road drain was blocked and would be sorting this out. He went on to say that this is most likely the cause of the water bubbling up the drain in Sutton Wick Lane.

129/07 HGV's using bridleway – The Clerk had received a reply from Julia Taplin in OCC's Legal & Democratic Services department to say that the issue had been passed to Countryside Services at Holton and that she was only able to give legal advice to the County Council. **Action** – The Clerk to write to Councillor Badcock asking that he looks into the matter on behalf of the PC. Councillor Badcock to report back on this issue at the October Parish Council meeting.

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

38/08 Policy for fly posting/village noticeboards - Item carried forward.

APA11 Play/recreation facilities in the village – Item carried forward.

APA11 Low flying helicopters – The Clerk had spoken with Flt. Lt. Dave Powell at RAF Benson and had been sent a brochure and DVD about low flying. **Action** – The Clerk to contact Flt. Lt. Powell again and arrange a meeting for local residents to attend, where the RAF would explain more about the need for low flying. The Clerk to let Mrs Morris know the date and time of the meeting so that it could be advertised in the Drayton Chronicle.

71/08. Vale's Community Tree Planting Policy – The Clerk had written to the Vale to ask that they look at the trees in the front gardens of houses on the right-hand side of Steventon Road, under the bridge on the way to Steventon, with the view to having a TPO placed on them. A reply had yet to be received.

84/08. Villages of the Year Competition – Mr Scharf had cancelled the meeting with Anton from ORCC as it would be more about Village Plans than websites. Mr Scharf had had a conversation with Paul Cartright regarding a website, who advised to look at some other local village websites. **Action** – Item to be included on the next PC meeting agenda.

85/08. Overhanging hedge/vegetation - The Clerk had contacted Mandy Bell at OCC Highways regarding the house in Hilliat Fields. The overgrown vegetation had since been cut back. Mr Scharf had spoken with the owner of the premises about the overgrown hedge at Ashby Engineering.

86/08. Thames Water's Draft Water Resources Plan – Mr Scharf, Mrs Parker and Mr Webber attended the meeting at the Vale on 21st July and were briefed on the District Council's position concerning the Plan. Mr Scharf had drafted a reply to Thames Water on the Draft Water Resources Plan and had emailed it around to members of the PC for their comments. The letter needed to be returned by 27th August. **Decision** – Mrs Parker proposed that the letter be accepted as the PC's response and Mrs Morris seconded the proposal.

86/08. Changes to bus services – **Action** – Mr Scharf to include an item in the Drayton Chronicle to explain what's going on with the bus services. Mr Scharf had contacted County Councillor Roz Smith, the Shadow Member for Transport, but had yet to receive a reply.

110/08. 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	£539.73	
Inland Revenue	Tax & NI	£56.58	
M Sellwood	Expenses	£58.47 (incl. VAT £4.73)	
R Sharpe	July caretaker	£419.90	} £889.90
	July grasscutting	£470.00	
OPFA	Annual membership 2008-2009	£40.00	
Mrs J Pooley	Reimbursement stationery costs	£9.95 (incl. VAT £1.48)	

S137 payments

Homestart		£200.00
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Receipts

Mr & Mrs Haste	Allotment rental access 08/09	£60.00
M & J Didcock	New double plot – Hibbins	£140.00
Williams	Reservation of plot 10C for Manning	£40.00
Abingdon Stone & Marble	Memorial – Manning (10C)	£40.00
Abingdon Stone & Marble	Memorial – Huggins (9C)	£40.00

B Other business

- **Donation requests S137** – Homestart – Mr Butler said that the Finance Committee proposed a donation of £200.00 for Homestart. Mrs Parker seconded this proposal. **Decision** – It was decided to donate £200.00 to Homestart.
Mrs Pooley mentioned that the Millennium Green Trust had requested an additional £1k for refurbishing the sun dial and plaque. The Clerk had sent Mr Hamilton the grant form to complete, but hadn't yet received it back.
- **Draft Financial Regulations** – **Action** – To be discussed at the September Finance Committee Meeting.
- **Risk Assessment obligations for 2008/2009** – The allotment and burial ground are being looked at.
- **1st quarter's receipts and payments – updated spreadsheets.** The Clerk had circulated the spreadsheets to all PC members for their information.
- **Internal audit of accounts for 2007/2008**
 - Section 137 – The Clerk had received guidance notes from OALC concerning this issue and had provided PC members with a copy of the information.
- **Finance Committee Meeting** – The meeting would be held on Monday 1st September @ 7pm.

111/08. RIGHTS OF WAY & CONSERVATION WORKING GROUP

Mrs Pooley had nothing to report.

112/08. PLANNING COMMITTEE BUSINESS

NO	ADDRESS	DETAILS	PARISH	DISTRICT
20/08 DRA/5680/3	32A HIGH STREET	ERECTION OF A GARAGE.	OBJ	PER
21/08 DRA/10313/2	83 HIGH STREET	SINGLE STOREY SIDE & REAR EXTENS. & 2 STOREY REAR EXTEN. ALTERATIONS TO FRONT TO INCREASE ROOF HEIGHT. DETCHD DBLE GARGE TO FRONT OF PROPERTY.	OBJ	PER
23/08 DRA/20481 AMENDED PLANS	8 HIGH STREET	DEMOL. OF EXISTING GRND FLOOR EXTENSIONS & CHIMNEY. EXTEN. TO REAR OF PROPERTY TO WIDEN SPAN & HEIGHT OF DWELLING & CONVRSN OF NEW ROOF SPACE TO CREATE 2 BEDS. ERECTION OF 2 STOREY & SINGLE STOREY REAR EXTENS. INSTALL OF 2 VELUX WINDOWS & 3 DORMER WINDOWS IN NEW ROOF.	OBJ	PER
26/08 DRA/445/31	DRAYTON MILL	ERECTION OF 2 DETACHED DWELLINGS (EAST PADDOCK).	OBJ	
27/08 DRA/14126/25-LB	STONEHILL HOUSE	TO REMOVE REDUNDANT BRICK & TIMBER PARTITION IN CELLAR TO PROVIDE SPACE FOR WOOD PELLET BOILER.	NO OBJ	
28/08 DRA/19940/2-CA	73 HIGH STREET	DEMOLITION OF EXISTING CHALET BUNGALOW.	NO OBJ	
29/08 DRA/16643/4	WALNUT COTTAGE, ABINGDON ROAD	PROPOSED INTERNAL ALTERATIONS & 2 NEW OBSCURED REAR DORMERS.		
30/08 WORKS TO TREES	DRAYTON VICARAGE, 8 GRAVEL LANE	VARIOUS WORKS.		

113/08. LEISURE & GENERAL PURPOSES WORKING GROUP

- **Village caretaker** – The Clerk reported on the village caretaker’s work for the month. Mr Scharf had yet to speak with Ron Sharpe about the grass cutting in Sutton Wick Lane. **Action** – The Clerk was requested to ask the village caretaker to cut back the overhanging hedge between the Parish Burial Ground and allotments.

- **L&G Purposes Working Group meeting** – members had met and discussed various issues concerning the allotments. Mr Scharf also mentioned that there had been reports of some looting of crops and tools at the allotments. It had been decided that a village meeting should be held to discuss the allotment policy and waiting list. The meeting would be held on Monday 8th September at 7.30pm. Mrs Parker agreed to Chair the meeting.
- **Drayton Village Hall & Recreation Ground Committee Meeting on 1st July** – Following the meeting, attended by representatives of the Football Club and the Village Hall Committee, a ‘shopping list’ had been produced for members of the PC to consider. Item 1 on the list was requesting that the car park be re-surfaced and hard standing for extra parking at the side of the Hall. Mrs Parker had received 3 quotations for this work, which would be looked at this evening and discussed again at the September Finance Meeting. Whichever option the PC felt appropriate; patching or re-surfacing the whole area, the cost could then be included in the precept request for the next financial year. All PC members agreed with having the site marked out. **Action** – Mrs Parker to contact the 3 companies who supplied the quotes and ask them for a more technical explanation of their quotes and also how long they would expect each option; patching or re-surfacing the area, to last before it needed doing again.
- Item 2 on the list – the request to have a light at the entrance to the car park, near the children’s play area.
- Item 3 - was concerning a few residents of Steventon Road who use the field as a means of entering/exiting their back gardens. The PC felt this was a management issue and should be dealt with by the Village Hall Committee.
- Item 4 – to have all the hedges surrounding the field properly trimmed and maintained. Mr Scharf thought that there were mainly trees surrounding the field, not hedges. **Action** – The Clerk to check with Sheila what hedges they are concerned with.
- **Community Day for 2009** – Mrs Parker said that everyone had enjoyed the day this year and would like it to be an annual event for the village, if possible. Mr Webber proposed that the PC considers underwriting the event, if it goes ahead next year, up to £1200.00, with the expectation that the event will try to recover about half of these funds. Mrs Parker seconded Mr Webber’s proposal. **Action** – The PC to discuss this issue at the Finance Meeting.

114/08. CORRESPONDENCE – to be noted

OCC	Review of Octabus Dial-a-Ride Service Partial Review of RPG9 & the Draft SE Plan, Review of Sub-Regional Allocation of land-won aggregates
Oxfordshire PCT	Health News – Summer 2008
Oxfordshire 2030 Consultation	Closing date for comments – 22 nd September 2008
Oxfordshire Playing Fields Association	Summer 2008 Newsletter

Secretary of States Proposed Changes to the Draft Regional Spatial Strategy for the SE of England (closing date 24th October 2008) – Mr Butler took the document

VWHDC	Community Safety Issue 6 Big Tidy Up
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115/08. ANY OTHER BUSINESS

- Mrs Morris had received a complaint concerning a bush in the burial ground which had been trimmed right back. Mrs Morris had brought a photograph to show the other Councillors. The shrub had been planted on a burial plot 9 years ago. **Action** – Mrs Morris to check with the owners if the shrub had been cut back even further, as one Councillor believed it had. The Clerk to check in the archives about the history of why a shrub was allowed to be planted in a burial plot.
- Mrs Parker said a big thank you to the PC for assisting with the Community Day.
- Mrs Pooley and Mrs Morris attended the DAMASCUS AGM, which they thought was really excellent. Some young people gave a presentation about the work of the project and films were shown of their recent activities. The Big Lottery Funding they currently receive is due to finish in 12 months time, so they are in the process of applying for various grants. Mrs Pooley mentioned that Gary Hibbins is an inspiration for the young people. **Action** – The Clerk to contact the Chair of the DAMASCUS Project and thank them for inviting the PC to attend their AGM and invite some DAMASCUS members to attend before a PC meeting to do a demonstration of their work.

- Mr Webber mentioned the grass cutting on the Millennium Green. Mr Webber also said that he was called out to the Village Hall on Saturday night as he had received a complaint about noise. A wedding was taking place and a large marquee had been set up on the recreation ground. Local residents had complained that the music was too loud. Mr Webber felt that the Village Hall Committee needs to think about warning local residents regarding a potential noise disturbance for any future weddings or big parties held outside.
- Mr Scharf had received a letter about the Housing Needs Survey regarding affordable housing, which he would look at then pass on to Mr Webber.

116/08. The date of the next meetings were confirmed as MONDAY 1ST SEPTEMBER. The Finance Committee Meeting would be held at 7PM, prior to the main PARISH COUNCIL MEETING at 7.30PM, both to be held in the CAUDWELL DAY CENTRE, GRAVEL LANE, DRAYTON.