

Drayton Parish Council

Minutes of the Parish Council Meeting of Drayton Parish Council, Held on Monday 3rd November 2008 at 7.30pm At the Caudwell Day Centre, Gravel Lane, Drayton.

Present: Mr Scharf, Mrs Parker, Mrs Pooley, Mrs Seaman, Mr Webber, Mr Butler, Mrs Morris & County Councillors Mike & Marilyn Badcock.

143/08. APOLOGIES FOR ABSENCE

Mrs Morrison.

144/08. DECLARATIONS OF INTEREST

No interests were declared.

145/08. PUBLIC PARTICIPATION

No members of the public were present.

146/08. MINUTES OF THE PARISH COUNCIL MEETING OF 6TH OCTOBER 2008.

The Minutes were agreed and signed with the following amendment: 132/08. OCC, the VWHDC and other local Parish Councils feel that TW haven't adequately justified a reservoir yet.

147/08. NEWS FROM COUNTY COUNCILLORS

- The County Councillors reported that they had contacted Peter Ronaldson at Drayton Depot and the County Engineers Department concerning having yellow lines painted on the road outside the new residential development currently being built along Drayton Road in Abingdon. They have asked that lines be painted from the Ock Street roundabout to the next roundabout along Drayton Road.
- Vehicles parking on the Kiln Lane Bridleway – the Councillors were waiting to hear back from the police on this issue.
- Sutton Courtenay incinerator – Mr Scharf and Mrs Pooley attended a planning committee meeting at the VWHDC on 27th October. The Vale weren't in receipt of any documents regarding health risks associated with incinerators. The Vale said that there wasn't sufficient information available for them to be able to make a decision on the proposed incinerator. Mr Webber commented on the lack of public consultation for the proposed incinerator. **Action** – Councillor Mike Badcock to speak with the Chair of OCC's Planning on the PC's behalf concerning the incinerator. Councillor Marilyn Badcock to report back to PC members with the timescale for the incinerator planning application.
Mrs Seaman proposed that the PC draw up a list of what members do not know and wish to find out about the incinerator. **Action** – The Clerk to contact Lee Horrocks from the Environment Agency and arrange for him to meet some of the Parish Council.
- Drayton Primary School – the school is doing very well, both with results and what they are doing.
- Funding for the proposed third vehicle activated sign for the village is in the County Council's budget.
- The County Councillors gave their apologies for being unable to attend the next PC meeting.

The County Councillors then left the meeting.

148/08. MATTERS ARISING

40/06 Topple testing for headstones – The Clerk had received a letter from Mr Cline, which Mr Scharf read out. **Action** – The Councillors decided that the Clerk should contact Mr Cline again and ask that he obtains a quote for professional indemnity insurance for this one job, which the PC would be prepared to pay for.

129/07 HGV's using bridleway – Discussed under 147/08.

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.

84/08. Villages of the Year Competition, Village website – Item carried forward.

86/08. Changes to bus services – Item carried forward. Mr Scharf to attend a meeting on 28th November.

115/08. Shrub on burial ground plot – The shrub was planted as a memorial to Mr Peter Brown. **Action** – The Clerk to write to the owner of the shrub and ask that it is trimmed back in the future to prevent encroachment onto other burial plots.

123/08. Public Liability Insurance – Village Hall car park – The Clerk had received a copy of the Village Hall's insurance policy, which was passed to Mr Butler to inspect.

126/08. Damaged kerb stones, Church Lane – Mrs Pooley reported that the work had been carried out.

139/08. Trees on footpath 19 – Mrs Pooley said that Mr Sumner, at OCC, has the matter in hand.

139/08. Terms of reference for Allotment Committee – Mrs Parker mentioned that Kay Davis had agreed to join the Allotment Committee. Mrs Parker to draft some guidelines for the Committee and to email them to Mr Scharf in the first instance. Mrs Parker also said that the allotment holders would like to have their own noticeboard. **Action** – Item to be added to the next agenda. The Clerk to contact ORCC regarding a model for rules for an allotment committee.

139/08. Graffiti on brickwork at Village Hall – Action – The Clerk to write to Sheila and Ann about this to let them know that Ron Sharpe has investigated the cost to remove the graffiti and that the PC would look favourably on providing a grant for the work.

141/08. Sutton Courtenay incinerator – Discussed under 147/08.

149/08. 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	£618.56	
Inland Revenue	NI & tax	£89.23	
M Sellwood	Expenses	£50.62 (incl. VAT £4.92)	
R Sharpe	October caretaker	£155.00	} £625.00
	October grasscutting	£470.00	
BDO Stoy Hayward	External audit 2007/2008	£334.88 (incl. VAT £49.88)	
Caudwell Day Centre	Room hire January – October '08	£130.00	
Redlime Ltd	Work to improve Village Hall	£1057.50 (incl. VAT £157.50)	
	Car Park surface		
S137 – Millennium Green Trust	Grant towards sundial/additional grass cutting	£1082.00	

Receipts

VWHDC	2 nd half precept payment	£12,000.00
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B Other business

- **S137 – Millennium Green Trust** – Mr Scharf explained that the donation request from the MGT was now for £800.00. This would be for the cost of the granite explanation plaque and its installation. The plaque would detail how the sundial works. The PC had previously been unable to reach a decision about providing a grant towards the cost of the gnomon due to the low numbers of councillors in attendance. A request had also been made for a risk assessment of the gnomon, should it be used for climbing.

Mrs Parker then proposed that the PC should donate £800.00 for the plaque. Mrs Seaman and Mr Webber proposed that further discussion should take place before a decision was reached. Mrs Seaman said that the PC needed to bear in mind that the £800.00 was just for a plaque. Mrs Pooley then read out a statement she had prepared. The statement highlighted the fact that the PC had never, in the past, enquired of groups applying for a grant whether they had adequate insurance cover or safety measures in place for the item/s they wished to purchase with the grant money. Mrs Pooley went on to say that it's the job of the MGT to ensure they have adequate insurance cover, which they do have. Mr Scharf replied that each donation request has to be considered on its own merits. You couldn't compare a steel structure to be erected in a public place with other features, e.g. a village pond. Or other organisations such as the DAMASCUS Project that was dedicated to meeting the needs of young people.

Mr Webber added that after 3 months and given the history, the PC now needs to reach a decision. Mrs Morris said that she felt the sundial would benefit lots of people in the community and she supported the request. Mrs Morris proposed that the PC give a donation of £800.00 for the plaque. Mrs Parker seconded the proposal. The proposal was then put to a vote. 5 were in favour and 2 were against. **Decision** – It was agreed to give a donation of £800.00 to pay for the plaque. A further £282.00 was given for an extra grass cut on the Millennium Green, making a total donation of £1082.00.

Mrs Seaman suggested that the PC includes on its donation form in the future, raising health and safety issues if they are relevant. **Action** – The Clerk to add this as an item to the next agenda.

- **Draft Financial Regulations – Action** – Item carried forward.
- **Risk Assessment obligations for 2008/2009** – Item carried forward.
- **Community Day** – At the last meeting Mrs Parker handed the Clerk the profits from this year's Community Day, totalling £144.01. The Clerk had contacted the OALC to check if it was acceptable for the PC to hold

this money on behalf of the Community Day until next year's event. OALC had advised that it would be preferable if a member of the community day organising team held the money, therefore the Clerk passed the cash back to Mrs Parker.

- **Cost of living pay rise from NALC** – The Clerk had received details of an interim pay rise from NALC, which would be backdated to April this year. The salary award is pending arbitration. The Clerk had calculated the increase and included this, as well as the amount owed from April, in this month's salary payment.
- **Section 137 expenditure limit for 2009/2010** – The Clerk had received details of the expenditure limit from NALC. The limit for the next financial year would be £6.15 per elector (previously £5.86 per elector).

150/08. RIGHTS OF WAY & CONSERVATION WORKING GROUP

- Bridleway 29, at the bottom of Sutton Wick Lane, has now been signposted.
- Mark Sumner would now be looking into having the additional kissing gates on FP12 installed, but would need to get the permission of the landowners first.

151/08. PLANNING COMMITTEE BUSINESS

NO	ADDRESS	DETAILS	PARISH	DISTRICT
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	
33/08 DRA/6169/7	85 ABINGDON ROAD	ERECTION OF 2 STOREY BUNGALOW.	OBJ	PER
34/08 DRA/20644	53 ABINGDON ROAD	DEMOLITION OF EXISTING DETACHED BUNGALOW. ERECTION OF NEW CHALET STYLE HOUSE.	NO OBJ, but concerns re. accuracy of plans.	WITH-DRAWN
35/08 DRA/20146/2	35 SUTTON WICK LANE	DEMOL. OF EXISTING DWELLING. ERECTION OF TWO 3-BEDRM SEMI-DET. DWELLINGS WITH ASSOCIATED PARKING. (RE-SUBMISSION OF APPROVED APPLICATION DRA/20146/1).	OBJ	PER
36/08 DRA/20685	49 SUTTON WICK LANE	RE-BUILDING A SEMI-DETACHED BUNGALOW PREVIOUSLY DAMAGED IN A FIRE.	NO OBJ	
37/08 DRA/10175/1	23 HILLIAT FIELDS	DEMOLISH EXISTING CONSERVATORY & ERECTION OF SINGLE STOREY REAR EXTENSION. EXISTING GARAGE TO BE REDUCED IN SIZE.		
38/08 WORK TO TREES	GARDEN STUDIO, GRAVEL LANE	CROWN REDUCE 1 JUDAS TREE BY 33% & FELL 2 FIR TREES.		

B. VWHDC Planning Committee Meeting 27th October – Mrs Pooley had attended the meeting and spoke on behalf of the Parish Council concerning the application for 35 Sutton Wick Lane (DRA/20146/2). Following the

meeting the Clerk had received notification from the Vale that the application had now been passed and circulated a copy of the Conditions of the Planning Permission to all members present. The Clerk had also received a reply from Laura Hudson, Principal Planning Officer at the Vale, following the PC's letter sent last month regarding the property at 35 Sutton Wick Lane.

152/08. LEISURE & GENERAL PURPOSES WORKING GROUP

- **Village caretaker** – The Clerk reported on the village caretaker's work for the month. Mr Scharf had spoken with Ron Sharpe about quoting for planting in the gaps in the hedge in the Parish Burial Ground. Mr Butler said that he would investigate the cost of hedging plants.
- **List of work from Drayton Village Hall & Recreation Ground Committee – Action** – whole PC to look at the area before November PC meeting in readiness for the Finance Committee Meeting, 24th November, particularly the lighting and extra parking. **Action** – Mr Scharf to speak with OCC about a light in the pavement outside the Village Hall. Mrs Parker to speak with Redlime about quoting for marking out the extra parking spaces. The Clerk to contact the Village Hall's Management Committee about getting the overgrown hedge cut back.

153/08. CORRESPONDENCE – to be noted

Communities & Local Government Consultation document (*passed to Mr Scharf*)

NALC Local Council Review – November 2008

VWHDC Launch of Vale Youth Magazine
Local Community Flood Groups in the Vale
Parish Group meeting 5th November – Mrs Morris to attend.

154/08. ANY OTHER BUSINESS

- Mr Butler read out an email the Clerk had received from Mandy Bell, Oxfordshire Highways, concerning the state of the tarmac directly in front of the bus stop shelter on the Post Office side of The Green. **Action** – Mr Scharf to look at the area in question. The Clerk to reply to Mandy that the PC thinks that it's probably highway and would appreciate it if Highways could attend to the area.
- All members thought that it would be a good idea to advertise in the Drayton Chronicle for more people to join the Parish Council. **Action** – It was agreed that before the next meeting all members would do a draft advert to go in the Chronicle.
- Mr Scharf mentioned that a member of the public may attend the next meeting to talk about energy.
- The Clerk would be unable to attend the next meeting if it remained on Monday 1st December. **Action** – The Clerk to check whether it would be possible to use the Day Centre on Monday 8th December instead.

155/08. The date of the Finance Committee Meeting would take place on MONDAY 24TH NOVEMBER @ 7PM in the CAUDWELL DAY CENTRE, GRAVEL LANE. The date of the next MAIN PC MEETING had yet to be confirmed.