

Drayton Parish Council

Minutes of the Parish Council Meeting of Drayton Parish Council, Held on Monday 2nd March 2009 at 7.30pm At the Caudwell Day Centre, Gravel Lane, Drayton.

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

28/09. APOLOGIES FOR ABSENCE

Apologies had been received from Mrs Seaman.

29/09. DECLARATIONS OF INTEREST

No interests were declared.

30/09. PRESENTATION/QUESTION & ANSWER SESSION FOR THOSE INTERESTED IN JOINING THE PARISH COUNCIL.

4 members of the public, who were interested in joining the Parish Council, were present. Mr Scharf introduced himself as Chair of the Parish Council and then went on to describe the work that the Parish Council did and its responsibilities to the local community. Mr Scharf also spoke about the various committees and working groups on the Parish Council. Mr Scharf then introduced Mr Webber as Parish and District Councillor and Mr Badcock as County Councillor. Both Mr Webber and Councillor Badcock spoke about their relationship with the Parish Council.

The other councillors present also spoke about their experiences of being on the PC. Mr Scharf then explained about the process of being co-opted onto the PC in more detail. He also mentioned the Code of Conduct and Declarations of Interest.

31/09. MINUTES OF THE PARISH COUNCIL MEETING OF 2ND FEBRUARY 2009.

The minutes were agreed by Council and signed by Mr Scharf.

MINUTES OF THE FINANCE COMMITTEE MEETING OF 2ND FEBRUARY 2009.

Mr Scharf proposed the minutes be agreed and Mrs Parker seconded the proposal. Mr Butler then signed the minutes.

32/09. THAMES WATER – UTMRD

Councillor Badcock said that the proposed reservoir had now been pushed back at least 5 years. The reason that Thames Water had given for this decision was because of the current financial recession.

33/09. NEWS FROM COUNTY COUNCILLORS

- HGV's using the bridleway – Councillor Badcock said that the County Council needed to have the distance from the end of the bridleway to where the PC wished the bollards to be installed. They would require this measurement before they would be prepared to give a decision on whether or not the bollards would be allowed. A member of the public then mentioned that he believed the Earl of Plymouth might have a right of access along the Kiln Lane bridleway.
- Sutton Courtenay incinerator – Mr Scharf explained for the benefit of the public that planning regarding waste and disposal is a matter for the County, instead of the District, Council.
- Advertising for school governors – **Action** – Councillor Badcock to forward a copy of this to PC members.

34/09. MATTERS ARISING

40/06 Topple testing: The Clerk had been in contact with the Drayton Chronicle editor, who had agreed to include the information regarding the topple testing at no charge. The Clerk had produced some signs which would be displayed on noticeboards and the burial ground gates. Mrs Pooley would laminate the signs and then check the notices every 2 weeks to make sure they were still in place. As advised by Mr Sills at IMI, this information would be recorded. The topple testing was due to take place at the end of April/early May.

37/08 Grants/donations from the PC: The article had been included in the recent Chronicle.

APA 11: Play/recreation facilities: C' fwd.

84/08 Village website: Mr.Scharf explained that it would be difficult to set up, but particularly to maintain, a village website. He also explained the idea of having a website came about after the PC had entered the 'Villages of the Year' competition in 2007. It was then noted that many villages had a website, which the judges looked favourably upon, and we did not. The PC decided not to enter the competition in 2008 as nothing had been done

about setting up a website. Mrs Pooley said that although the PC hadn't accomplished a village website, they had now produced the village 'Welcome Leaflet', which was another thing that the judges looked on with favour. The PC had also purchased proper display boards. Mr Webber said that the PC had been weak on environmental issues. **Decision** – The PC decided that they should enter the 'Villages of the Year' competition this year, if only to focus on the aspects in the entry.

165/08 Replacement of Village Hall doors: The Clerk was still awaiting the second quotation.

165/08 PC/Village Hall agreement document: Mr Scharf had spoken with the solicitor, who had read through the agreement document. The solicitor would email the Clerk with an estimate of his fees.

10/09 Cutting back the hedge around the Village Hall carpark: After some discussion it was decided that this was a contractors job, which needed someone with a flail to carry out the work. **Decision** – Mrs Morrison proposed and Mrs Parker seconded that one side of the hedge should be cut back. **Action** – Mr Scharf to speak with Mr Brian Webb about the work.

The Clerk had received a letter from Ann Hutchings, Acting Secretary for the Village Hall Committee, about the hedge and also that there was some graffiti on a tree which they wished to have removed. **Action** – Mr Butler to contact Steve Sharpe about obtaining the remainder of the graffiti remover and to check if it would be suitable to use on a tree.

10/09 Installation of third water supply in allotments: The Clerk had received a further quote for the work from Redlime, but as this was more expensive than White Horse Contractors, Redlime had been informed they wouldn't be contracted for the job. The Clerk was waiting to hear from White Horse Contractors of a date when the work would be carried out.

21/09 Annual payment to Custodian Charities: Mr Scharf to speak to Mr Chadwick about the annual payment by the PC to the Custodian Charities.

25/09 Positive solutions for Drayton Road traffic problems: Mr Webber had found out from the County Council that they had no specific policy regarding the Drayton Road traffic problems. Mr Webber also mentioned the southern end of Drayton slip road, which if it was opened may help to alleviate the traffic problems. Mr Webber was waiting to find out when the data gathered around the A34 Lodge Hill junction would be available.

25/09 Village Hall finances: Mr Webber told the PC that the Village Hall may need future funding and would possibly approach the PC for a donation.

35/09. 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	£559.98
Inland Revenue	NI & tax	£52.03
M Sellwood	Expenses	£104.25 (incl. VAT £10.53)
Drayton Chronicle	Adverts for APA	£20.00
Julian Cook	February litter picking	£75.00
Viking Direct	Stamps/printer cartridge	£53.30 (incl. VAT £3.43)

Receipts

Tonks Brothers	2 nd interment – Turner (plot 186)	£40.00
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B. OTHER BUSINESS

- Risk Assessment obligations for 2008/2009: Mr Butler proposed that this weekend Councillors should walk around the village to ensure the PC's assets were still in place. **Action** – Mr Butler to telephone Mr Scharf, Mr Webber and Mrs Morris to arrange a convenient time.

36/09. RIGHTS OF WAY & CONSERVATION WORKING GROUP

- a. Mrs Pooley had spoken with Mark Sumner, who would undertake a site visit to look at Rooks Nest path on 3rd March. Mrs Pooley would check with Mr Sumner before the next meeting that the site visit had taken place.
- b. Kiln Lane bridleway – Mrs Pooley queried whether the PC should contact the developer who is building the houses alongside the Kiln Lane bridleway to ensure that he makes good the mess that the bridleway is now in. Mr Scharf replied that the developer has a duty to return the area to its original condition as a bridleway.
- c. Trees Steventon Road – The Clerk had written again to Mr Reade to find out if a TPO had been placed on the trees. **Action** – Mrs Morris to contact Mr Reade and arrange to meet him, along with Mrs Pooley and Mr Scharf.

37/09. 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	PER
38/08 WORK TO TREES	GARDEN STUDIO, GRAVEL LANE	CROWN REDUCE 1 JUDAS TREE BY 33% & FELL 2 FIR TREES.	NO OBJ	
1/09 DRA/20750	3 NEWMAN LANE	CONSERVATORY TO REAR OF PROPERTY.	NO OBJ	PER
2/09 DRA/19623/1	6 CHURCH LANE	ERECTION OF A 2 STOREY SIDE EXTENSION & 2 ND STOREY REAR EXTENSION OVER EXISTING.	NO OBJ	
3/09 DRA/10104/2	212 STEVENTON ROAD	PROPOSED WIDENING OF DROPPED KERB.	NO OBJ	

B. VWHDC – Core Strategy document – Mrs Morrison spoke about the PC’s response to the document. Most concerns were regarding roads and traffic. The plans only say that new roads may happen, but this isn’t definite. Therefore, this raised concerns that there could be no additional roads even though there could be more housing and even more traffic.

38/09. Co-opted Parish Councillors – The 4 members of the public, who had attended the meeting because they were interested in joining the Parish Council, were then asked to leave as the next matter to be discussed was a confidential item. Before they left, Mr Scharf asked them all if they still wished to be co-opted onto the Parish Council. Mr Richard Williams, Mr Julian Cook, Mr Andrew Wright and Ms Gill Hind all wished to become Parish Councillors. **Action** – The Clerk would contact them before the next meeting with the appropriate paperwork. They would all sign the Declaration of Acceptance of Office Register at the next meeting. The Clerk would also find out from OALC if there was any upcoming training for new Parish Councillors available. Mr Richard Williams, Mr J Cook, Mr A Wright and Ms Gill Hind then left the meeting.

39/09. LEISURE & GENERAL PURPOSES WORKING GROUP

- **Village caretaker/grass cutting contracts** – The Clerk had received a letter from Mr Steven Sharpe to confirm that he no longer wished to carry out the grass cutting and caretaking work in the village. The Clerk had then requested quotes for the contracts and had received 2 quotations.

Before the quotations were discussed, Mr Butler declared an interest as he had an association with one of the contractors through his work. Mr Butler wasn’t further involved in the discussion or decision concerning the contracts.

The Clerk had received 2 quotations for both contracts; one from BCB (Berinsfield Community Business) and the second from Julian Cook. Julian Cook only wished to be considered if he was awarded both contracts. **Decision** – All agreed to look at the prices on this basis.

BCB had quoted £2,895.90 p.a. for the grass cutting. (£413.70 per month from April – October). This figure would only be fixed until the end of October 2009, when BCB would review the price. BCB quoted £7,000.00 p.a. for the caretaking work. This would make a total for both contracts of £9,895.90 p.a. Julian Cook had quoted £3,850.00 p.a. for the grass cutting. (£550.00 per month from April – October). This figure would be fixed for 3 years, until the end of October 2012. Julian Cook quoted £8.50 per hour for the caretaking work, or £3,230.00 p.a. This would make a total for both contracts of £7,080.00 p.a.

The quotations were then discussed. Mrs Parker proposed that Mr Julian Cook should be awarded both contracts. Mrs Morris seconded the proposal. **Decision** – It was agreed that Mr Julian Cook should be awarded both the grass cutting and the caretaking work. **Action** – The Clerk to write to both BCB and Mr Julian Cook to notify them of the outcome. The Clerk to ask Mr Cook for a copy of his insurance/liability cover for the PC's records. The Clerk to also write to Mr Cook concerning the declarations of interest, following him agreeing to become co-opted onto the PC next month. The PC reviewed the terms of the caretaker's contract for the Clerk to amend.

- **Burial ground** - Mr Scharf thanked Mr Butler for taking the time to plant beech hedge plants in the Parish burial ground. Mr Butler mentioned the risk issue with the grave digger leaving steel sheets and spoil, following a recent burial. However, this has now been removed from the burial ground.

40/09. CORRESPONDENCE – to be noted

Oxfordshire Highways

Street Lighting

As part of the County Council's Carbon Action Plan the Council are considering switching off street lighting in very rural areas from approximately 12.30 to around 5.30am. OCC have asked the PC if there are any street lights in Drayton which the PC think is safe to turn off during these times. **Action** – Item to be included on the May agenda for discussion.

UKAEA

Invitation to Councillors for open evening, to tour JET & MAST fusion experiments on 22nd April, 6.30 – 9.30pm

Note from Mrs C King

Nominative Trustee, by the PC, for Drayton Almshouses

The Clerk had been contacted by Mrs King, as Mr Laurence Vickery had to step down as a Nominative Trustee. The Trustees had met with Mrs Margaret Watts, who has shown her willingness to become a Trustee. Mrs Pooley proposed, and Mr Scharf seconded, that Mrs Watts should become the Parish Council's Nominative Trustee of Drayton Almshouses. **Decision** – All agreed. **Action** – The Clerk to contact Mrs King and let her know the outcome.

NALC

Local Council Review – March 2009

Clerks & Councils Direct

March 2009

NHS

Oxfordshire Health News

41/09. Any Other Business

- Mr Webber requested that the Community Day Committee was included on the next agenda.
- Mr Scharf requested that litter around the village be added as an agenda item in May.
- Mr Butler mentioned that he had noticed some dog walkers, walking through the allotments without their dogs being kept on a lead. Mrs Pooley to mention this in the Chronicle report.
- It was Mrs Parker's last meeting, as she had given her resignation the previous month. Mr Scharf thanked Mrs Parker for all her hard work during her time on the Parish Council.

42/09. The date of the next meeting was confirmed as MONDAY 6TH APRIL 2009. The ANNUAL PARISH ASSEMBLY would take place at 7PM, followed by the MONTHLY PARISH COUNCIL MEETING, both in the CAUDWELL DAY CENTRE, GRAVEL LANE.