

Drayton Parish Council

Minutes of the Parish Council Meeting of Drayton Parish Council, Held on Monday 6th July 2009 at 7.30pm At the Caudwell Day Centre, Gravel Lane, Drayton.

Present: Mr Scharf (arrived 7.45pm), Mrs Morrison, Mr Williams, Mrs Pooley, Mr Butler, Mrs Morris, Mrs Hind, Mr Andrews, Councillors Mike & Marilyn Badcock

88/09. APOLOGIES FOR ABSENCE

Apologies had been received from Mr Cook, Mr Webber and Mrs Sellwood (Clerk).

89/09. DECLARATIONS OF INTEREST

No interests were declared.

90/09. PUBLIC PARTICIPATION

There were no members of the public was present. Mr Peter Williams, Principal Planning Officer, VWHDC, had been invited and spoke about the Strategic Housing Land Availability Assessment (SHLAA). He explained about some of the various documents and constraints used in the assessment process. For example, only areas that had special scientific and archaeological interest would be a constraint and not considered but all other constraints would be considered including flooding. Out of this exercise it has been assessed that there is potential development land for 50 – 70 thousand houses in the South East Region, although only 11 thousand are required. Mr Williams also said that some of these areas would never be developed i.e. some rural areas were too remote. Under questioning by Mrs Morrison, Mr Williams said that he could not see the purpose of the SHLAA as it did not really help in deciding what land would and would not receive permission.

Mr Butler asked if the documents for comments and SHLAA should have been given at the same time. Mr Williams said yes and explained the reason this didn't happen was because they had problems with their computers as they were unable to print the required maps and had to get the computers re-programmed.

Mr Scharf felt that this exercise had discredited the Vale planning and caused major confusion and muddled the water in other areas.

Mr Williams explained that this exercise was highly controversial throughout the country, including the Vale both internally and externally.

Mr Scharf would like to express thanks on behalf of the Parish Council to Mr Williams and his superiors for their information and time given.

91/09. MINUTES OF THE PARISH COUNCIL MEETING ON 1st June.

An amendment was made to those present at the meeting; Mrs Morrison was in fact absent and her apologies had been recorded. One amendment was made to minute number 86/09 to read: Mrs Pooley requested that the Community Day and what the PC would do for the day be included in the meeting of the Leisure & General Purposes Working Party.

Mr Butler then proposed and Mrs Pooley seconded that the Minutes were a true and accurate record. Mr Scharf then signed the Minutes.

92/09. NEWS FROM COUNTY COUNCILLORS

- Councillor Mike Badcock spoke about the County Council will need to make a 10% saving across the county as Government grants will be cut. However, he did stress that front line fire, teaching and children's services would not be affected. He went on to explain for Oxfordshire 37% of money comes from the government and the County Council have to raise the remaining 63% from local taxes.
- Cycle paths
 - the one between Drayton – Abingdon – this is to be investigated as it is not safe for users and especially school children to go beyond Preston Road as the cycle path becomes unsatisfactorily disjointed and potentially dangerous.
 - National Cycle Route 5 between Kennington and Oxford is obstructed with vegetation and needs to be cleared. **Action** – members to look at the area of Abingdon along Drayton Road into which the cycle path feeds to discuss at the next meeting with Councillor Mike Badcock.

93/09. MATTERS ARISING

40/06 Topple testing:

The Clerk gave an update at the L&GP Working Group meeting, following the testing of the memorials. The Clerk had been to the archives office again and looked through the burial records for any further next of kin not identified on the first search. Many of the forms completed some time ago didn't detail who the next of kin was. Also, some of the next of kin from years ago have since passed away. The Clerk had contacted Abingdon Stone & Marble and Thomas Cakebread (in Banbury) who would both be visiting the burial ground and supplying the PC with quotes for putting right all the memorials which failed the test. The Clerk had spoken again with Mr Sills (IMI) who said that they do not repair memorials which fail the testing, but are able to part bury the unsafe memorials a third into the ground.

Mr Sills had reiterated that if the PC went down the route of paying for the repair of a memorial, then the PC would be responsible for the liability of the memorial in the future (even if the next of kin was later found). The Clerk had also discussed with Mr Sills that a number of the memorials, which failed the test, and required attention within 6 months were infact vases. Mr Sills said that, because the vases weren't fixed to the ground, they had been included in the report. It was up to the Parish Council to decide if they wished to pursue these as a potential hazard.

The Clerk was asked to write again to the next of kin with vases and apologise for any inconvenience or upset caused by the first letter and to say that no further action was required. **(The Clerk has now written to those relatives concerned.)**

Josie Midwinter would be interested to know the cost per grave as tested by Mr Sills, as a comparison with what St. Peters was charged by their tester. **Action** – The Clerk to send Josie Midwinter the Parish Council quote and other papers from Mr Sills.

129/07 HGV's using bridleway:

Mrs Pooley received a complaint from a member of the public that vans were again using this for short cuts. Mr Wright thought that this might be vans driven by residents and not necessarily on deliveries. Mr Butler thought that the bridleway might appear as a road on Sat Navs and this could be researched. **Action** - RB/DS

APA 11: Play/recreation facilities: Action – Deferred to next meeting.

165/08 PC/Village Hall agreement document: Mr Scharf accepted that the previous decision was that he would write a letter to the Village Hall Committee. Having read through the file again he asked whether the PC would instead agree that there should be a meeting between the PC and Ann Webb to avoid any letter causing an upset. **Action not completed. New Action** – DS and a member of the LGPWG to go and see Ann Webb to discuss face to face.

10/09 Cutting back the hedge around the Village Hall carpark: Action - Deferred to next meeting.

21/09 Annual payment to Custodian Charities: Action – DS to provide RB with the documents for RB to investigate.

41/09 Litter around the village: Letter received back from the County Council from Laura Hopkins at VWHDC explaining the procedure for all spillages and collection vehicles must clear up after themselves. She has also put out a work instruction to highlight these points.

Letter from Mr Cherry at OCC regarding litter from the tip. Action - Marie to write back and thank him for the letter and suggest that the operators of the site need to implement traffic management to cut down queues, as originally promised.

50/09 Letter to Countryside Services – FP21: No reply had been received from Mr Sumner. However, Mrs Pooley spoke to Mr Sumner and he confirmed that this was a low priority for them and at some stage they might install steps and may remove the stile.

Action - Marie to write again and ask for a formal reply to the previous letter and point out that the Parish Council feels this is a potential danger, therefore, should be given a higher priority.

62/09 Meeting of the L&GP Working Group: The group met on 11th June, 7.30pm, at Mr Scharf's house. (The notes from the meeting are attached as an appendix to these Minutes).

68/09 Invitation to VWHDC Planning to attend PC Meeting: The Clerk had written to VWHDC and invited them to attend to talk about the publication of the Strategic Housing Land Availability Assessment. **Action Completed. New Action** - The Clerk to write a letter to thank Mr Williams and his senior officer.

69/09 Trees for removal at Sutton Wick and burial ground: The dead tree in the burial ground had now been removed. The village caretaker to remove the tree in Sutton Wick Lane later in the year. **Action** - JC to confirm.

71/09 OCC Street Lighting: The Clerk had written back to OCC and sent a copy of the County Council's original letter to Councillor Badcock for information.

71/09 VWHDC Tree Preservation Order no. 10: The Clerk had the TPO's photocopied for all PC members.

72/09 Lyford Close play area: PC members were to familiarise themselves with the area of land at Lyford Close before the next PC meeting. DS felt that the question as to whether it was a wasted space should be investigated, and wanted to discuss it further next month. **Action** - All Councillors to give all ideas to GH to take to LGPWG committee, particularly to look at the possibilities for planting as a nature conservation area.

72/09 Noticeboard for young people: **Action** – The Clerk to look back in the records to find out who made the lockable noticeboard. A noticeboard for young people would be discussed at the L&GP Working Group meeting on 11th June. The village caretaker to fix the broken noticeboard on the Green this month. Mr Scharf had contacted Mr Gould, the DAMASCUS Youth Leader, to arrange a meeting with LGPWG members.

94/09. 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	£586.30
Inland Revenue	NI & tax	£14.22
M Sellwood	Expenses	£150.45 (£4.12 VAT)

(includes RSA, working from home allowance, for July, August & September)

Julian Cook	June caretaker - £343.00	TOTAL PAYMENT
	June grass cutting - £550.00	= £893.00
BR Consulting	Internal audit 2008/2009	£154.50
VWHDC	Servicing of dog bins	£333.83 (£43.54 VAT)
Thames Water	9/12/08 – 10/6/09	£4.52
Copycat	Photocopying for June	£34.73 (£4.53 VAT)
Mrs Howard	Refund of allotment rent	£7.50

Receipts

Mr Williams	Allotment rental access 09/10	£60.00
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B. OTHER BUSINESS

- **Clerk's holidays** – The Clerk is absent for this PC meeting due to holidays. Mrs Morris volunteered to take the minutes and Mr Scharf is holding the burial book.
- **Donation requests S137 – Action** - DS to draft letter to Melanie and Marie to send formal form to Melanie for the Community Day request.
- **Internal audit of accounts for 2008/2009** – document distributed to Councillors present. **Action** - to be on the agenda for the next meeting.
- Additional 8 hours worked by the Clerk during June, due to the memorial testing – RB proposed and JP seconded that the Clerk be paid for the extra 8 hours next month. **Decision** – All agreed.
- Next meeting of the Finance Committee is set for 3rd August @ 7pm.
- Mr Andrew Beacroft sent his thanks to the Parish Council for sorting out the grass area in Sutton Wick and felt that all too often thanks were not given to the Parish Council for all their work.
- VWHDC – Comments on the Review of the Draft Revised Statement of Community Involvement and the Draft Supplementary Planning Document back to the Vale by 8th July. – **Action** - HM to reply by 8th July.

95/09. RIGHTS OF WAY & CONSERVATION WORKING GROUP

- **Dog Bin** - Mrs Pooley received a request from an Eastway resident for a dog bin to encourage owners to pick up after their dog. **Action** – The Clerk to get a quote for a new dog bin.
- **Kissing Gate** - Mrs Pooley reported there are to be several kissing gates on FP12 and that Mr Sumner has confirmed these kissing gates are now on order.

- **Potholes in Eastway** – The residents opted for the OCC to make good the potholed surface of Eastway at a cost of £2000, which OCC would pay for. Mark Sumner said that the repairs should last for approximately 5 years. Had the residents opted for the 2 other possible repair methods, both much more expensive, they would have had to pay for them themselves, with the PC acting as banker and manager of the scheme.
- **FP18** – Mrs Pooley reported that Mr Caudwell had once again allowed his crops in the broadbean field (FP18) to obliterate the path. **Action** – JP to draft a letter for the Clerk to send to Mr Caudwell to reinstate the footpath and asking whether in future this could be done without the PC asking.
- **Millennium Green** – Mrs Pooley informed the Parish Council that the MG Trust had failed to send an invitation to their AGM to the Parish Council, or the PC representative. Mr Hamilton had apologised.
- **Lych Gate War Memorial** – Josie Midwinter had given Mrs Pooley a copy of a letter written by the PC Clerk, Mr B Mott, dated 8th February 1991, which states the Parish Council should have a “War memorial Maintenance Fund”. **Action** - IM to scan this letter and send to the Parish Clerk and give the Parish Clerk the original letter at the next meeting.
- **Broken Light and Hinge on Gate** – **Action** – JC to fix
- **Allotments/Church Yard** – The L&GP meeting reported that the access footpath needs cutting back and cleared plus overhanging tree/bush needs to be cut back –**Action** – JP to contact JC.

96/09. PLANNING COMMITTEE BUSINESS

9/09 DRA/3960/1	26 STEVENTON ROAD	ERECTION OF FIRST FLOOR EXTENSION ABOVE EXISTING GARAGE & 2 STOREY REAR EXTENSION.	NO OBJ	
10/09 DRA/2395/18	GILBOURNS FARMHOUSE, 155 DRAYTON ROAD	PROPOSED 2 BAY CAR PORT WITH STORE OVER.	NO OBJ	
11/09 DRA/14713/1	27 ABINGDON ROAD	FIRST FLOOR SIDE EXTENSION & NEW PORCH	NO OBJ	
12/09 DRA/14126/26-LB	STONEHILL HOUSE, STONEHILL LANE	REMOVAL OF INTERNAL WALL TO ALTER BATHROOMS		

97/09. LEISURE & GENERAL PURPOSES WORKING GROUP

- Village caretaker June recommendations – Mr Cook said that for the month ahead he would be starting to mow the footpaths and re-building the broken noticeboard. **Action** – Deferred to next meeting.
- Working Group Meeting on 11th June – Vale can’t recommend a contractor for the removal of asbestos but has sent a web address in an email to the Clerk. **Action** – The Clerk to follow this up.
- Chairman for the L&GP Working Group – **Action** – DS confirmed Mrs Hind has been elected Chair.
- Mr Butler proposed and Mrs Morris seconded to give a full refund of the rental charges for this year back to a recent widow and permission for her to pick the produce grown until the end of July.

- **Change of Chair** – at 21.40 Mr Scharf left the meeting and Mrs Morrison took over as Chair.

98/09. CORRESPONDENCE – to be noted

Environment Agency News release – 22nd June 2009

Helping mark the Centenary of the North Berks Football League 1909 – 2009 - **Action** – The Clerk to put this as an item on the next agenda.

NHS Oxfordshire	Health News – Issue 2 (2009)
Oxfordshire County Council	Community Support Fund
South East England Partnership Board	Planning for Gypsies, Travellers & Travelling Showpeople in the South East

Thames Valley Police	Neighbourhood Policing Update June ‘09
VWHDC	Rural Housing Event – 17 th September
	Denman College, 12noon – 3.30pm
	Letter from Chairman of the Council

99/09. Any Other Business

- Training for Planning Course on 20th October 2009 – **Action** – The Clerk to put as an item on the next agenda.
- Bus Services – **Action** – The Clerk to put as an item on the next agenda.
- Plane Crash Letter – **Action** – The Clerk to put as an item on the next agenda or to send before the next meeting.

100/09. The date of the next meetings were confirmed as Finance Committee Meeting at 7PM and Main Parish Council Meeting at 7.30PM, both on MONDAY 3RD AUGUST, to be held in the CAUDWELL DAY CENTRE, Gravel Lane, Drayton.