

Drayton Parish Council

Minutes of the Parish Council Meeting of Drayton Parish Council, Held on Monday 5th October 2009 at 7.30pm At the Caudwell Day Centre, Gravel Lane, Drayton.

Present: Mr Scharf , Mr Williams, Mrs Pooley, Mr Butler, Mrs Morrison, Mr Wright, Mr Webber and Mrs Hind.

128/09. APOLOGIES FOR ABSENCE

Apologies had been received from Mr Cook and County Councillors Mike & Marilyn Badcock.

129/09. DECLARATIONS OF INTEREST

No interests were declared.

130/09. MINUTES OF THE PARISH COUNCIL MEETING ON 7th September 2009

The Minutes were agreed and signed with the following amendments: 118/09. Mr Scharf said that GARD had invited him as an individual with planning experience to discuss this with the Counsel. 118/09. Richard Webber expressed concerns about the ability of the Councils to put up their case at an inquiry where TWUL had unlimited funds to employ senior Counsel but reminded the PC that both the councils and the EA believed that the case for the reservoir was not proved. Mr Scharf said that the problem was to work out whether to present evidence about a reservoir that was now of uncertain size (and therefore of uncertain location) and required at some time in the future.

119/09. **Action** – Councillor Badcock to investigate availability of cameras.

10/09. **Action** – Mr Cook to speak with Brian Webb.

MINUTES OF THE FINANCE COMMITTEE MEETING ON 3rd August 2009

Mr Butler proposed that the Minutes be agreed as a true and accurate record. Mrs Pooley seconded the proposal. Mr Butler then signed the Minutes.

131/09. PUBLIC PARTICIPATION

There were 3 members of the public present.

Debbie Roberts, Finance Officer, from the Village Hall, attended the meeting. Debbie explained that she had been employed as Finance Officer for just over a year and was attending the PC meeting to explore the possibility of the PC assisting the Village Hall financially. Debbie supplied a copy of receipts and expenditure spreadsheet detailing the 3 year actual figures to 31st March 2009 and a 3 year projection to 31st March 2012. Debbie mentioned that the bar used to be a thriving concern and previously took more than enough money to be able to assist the Village Hall with its income. However, times have changed and the bar will no longer be able to provide a 'top-up' for the Village Hall. Even with implementing cost cutting measures in other areas e.g. security and heating, Debbie said that the Village Hall will run out of excess funds over the next 3 years. Mr Scharf commented that the income from the hire of the hall hasn't decreased, but the income from the bar has. Debbie said that the hall is fully used during weekday afternoons, but that the weekend usage could be increased and that the Committee were looking at marketing measures it could carry out to increase the hire revenue. Mrs Pooley enquired as to whether it would be worth them having an article in the Chronicle.

Mr Scharf and Mr Butler had been to see Ann Webb. Mr Scharf said that there are funds available from WREN, which could be used for capital costs that should be directed at reducing the running costs of the Village Hall.

Mr Webber said that he felt very strongly that the Village Hall is needed, both by current residents of the village and those who might move into Drayton in the future. Mr Webber went on to say that the outside of the Village Hall could be improved upon and if this were to happen more people would look to use the facility.

Mr Scharf explained that the PC is looking into how they can legally assist the Village Hall financially. He also explained about the precept and that increasing this could be one measure to gain additional money to fund the Village Hall saying that residents could pay for the Hall through Council Tax or through its use. Mr Butler added that the PC is waiting to hear back from its solicitor. In the meantime, Debbie would email the Clerk the Village Hall's request for financial assistance.

PC Keith Morton, Neighbourhood Specialist Officer, attended the meeting. PC Morton reported that he is very busy, covering 11 villages up to the Boars Hill area. Mr Webber mentioned that he had attended a Neighbourhood Action Group (NAG) meeting. He said that Oxfordshire has very low crime statistics, compared to those nationally. Mr Webber also spoke about a film produced by some young and old people in Abingdon and Thame, called 'The Youth of Today'.

Mrs Doreen Eato, from Sutton Wick Lane, attended the meeting to say that she felt very strongly that there should be a memorial to the Beverley Air Crash Disaster in 1957. This was something the PC had looked at a couple of years ago and would now be re-investigating the possibility of a memorial.

132/09. MATTERS ARISING

40/06 Topple testing

The Clerk had sent a letter to the traced deceased's relatives for all those memorials found to be unsafe, including those that were non-urgent and required attention within 6 months. The letter had given the relatives until the end of October to reply and let the PC know how they wished to proceed.

129/07 HGV's using bridleway

Deferred until members checked whether the bridleway appears as a road on Sat Navs.

APA 11: Play/recreation facilities - Mr Scharf and Mr Webber had met with Tim Treuhertz at the District Council and were waiting for him to get back to them.

165/08 PC/Village Hall agreement document - Item discussed under 131/09.

21/09 Annual payment to Custodian Charities – The Clerk had contacted the bank, who had written back with the sort code and a/c number details of where the annual payment went to. Mr Butler had had communication with the Charity Commission and requested that they looked again at their documentation. Mr Butler was waiting to hear back from them.

41/09 Litter around the village - Mr Scharf had emailed Mr Pickard at OCC regarding traffic site management issues.

50/09 Letter to Countryside Services – FP21 The Clerk was awaiting a reply from Mr Sumner.

72/09 Lyford Close play area –Mr Scharf to attend the OPFA's AGM on 21st October at 7.30pm in Islip, where BMX tracks would be discussed. Mr Cook was going to provide the PC with a cost for him to cut the grass more frequently, so making the area more usable.

72/09 Noticeboard for young people – Mrs Hind reported that Andy Gould, from the DAMASCUS Project, thought that it would be a good idea to have a noticeboard for the young people to use. Mr Scharf said that Andy would be investigating the possibility of the young people building a noticeboard themselves.

95/09. Additional dog bin for Eastway – Mrs Pooley reported that she had met with workmen from the VWHDC 2 weeks ago and that the dog bin had now been installed.

110/09. Broken noticeboard on the Village Green – Mr Cook had replaced the board. **Action** – The Clerk to ask Mr Cook to change the board for a less dense type of mdf, as it was proving very difficult to display notices on it. All Councillors to look at the state of the current noticeboard surround to decide if the whole thing needed to be replaced.

110/09. L&GP working group meeting (allotments waiting list) –**Action not carried out, c'fwd** – Mr Butler to forward the letter onto the Clerk for posting.

110/09. Asbestos shed – Mr Scharf had now received 3 quotes from contractors to remove the shed. The lowest quote was for £500 + VAT from City Insulation. **Action** – The Clerk to obtain their address and contact Mr Scharf with the details.

111/09. Affordable Housing Seminar 17th September – Mr Butler was unable to attend the seminar.

124/09. Memorial request – Set in Stone – The design was discussed in some detail. Mr Scharf commented that it was a difficult decision as there are many other designs of memorial in the burial ground, which have been added to over time. **Action** – Mr Williams would draft a letter for the Clerk to circulate before sending to Set in Stone.

126/09. Sutton Wick air crash disaster – This item had been discussed a couple of years ago. The item to be re-opened and included on the next agenda.

133/09. 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 (includes back pay & annual cost of living pay award)	Clerk's Salary	£615.55
Inland Revenue	NI & tax	£68.27
M Sellwood	Expenses	£117.71 (£3 VAT)
Julian Cook	September caretaker - £343.00	TOTAL PAYMENT
	September grass cutting - £550.00	= £893.00
Thames Water	11/6-9/9/09 cemetery/allotments	£11.01
Copycat Services	Photocopying	£13.04 (£1.70 VAT)

S137 Grants/donations

North Berks Football League	x2 tickets for Centenary dinner for Drayton FC to attend	£70.00
MS Therapy Centre	Donation	£50.00

Receipts

Edward Carter	2 nd Interment – Webb (plot 81)	£40.00
Allotment rent	Part year rent for plots B9b&F2b	£5.00

B. OTHER BUSINESS

- Finance Committee Meeting, 5th October @ 7pm

BUDGET & ACCOUNT ANALYSIS: APRIL – OCTOBER 2009

Mr Butler went over the accounts for the financial year so far. The Burial Ground & Allotments budget would be exceeded due to the memorial inspections. £10k was allocated to the Public Amenities budget, for work to the Village Hall. However, this was before the PC was clear on its position with regards to the Village Hall.

Therefore, some of the £10k would need to be moved to the Grants & Donations section. At the moment, this area of the budget would be spent completely once the donation requests from the DAMASCUS Youth Project and the Millennium Green Trust had been received and paid. The Clerk had checked the upper limit that the PC can give in grants and donations under S137 for this financial year and it is £11,482.05.

BUDGET AMENDMENT

Movement of budget from Leisure & General Purposes to Grants & Donations. Split of grants & donations into S137 and S142. Item carried forward. Mr Butler had asked the Clerk to contact OALC with regards to the PC's role as custodian trustees for the Village Hall and how it would be possible for the PC to give financial assistance to the Village Hall.

DRAFT EFFECTIVENESS OF INTERNAL AUDIT DOCUMENT - Mr Butler apologised for not completing the document yet. **Action** – The Clerk to try and obtain an electronic version of the document.

INTERNAL AUDITOR FOR 2009/2010 – The PC had received the name of one auditor, who specialises in Parish Council accounts. **Action** – The Clerk to contact OALC to ask if they know of any others.

- **NALC pay award for 2009/2010** – The Clerk had now received the details of the pay award from OALC. The increase and backpay had been included in the Clerk's salary this month.
- **Financial Risk Assessment** – Item carried forward.
- **S137 donation request** – Multiple Sclerosis Society. The Finance Committee suggested that a donation of £50.00 should be given. Mrs Pooley proposed that £50.00 should be granted. Mrs Morrison seconded the proposal. **Decision** – It was agreed that £50.00 be donated.

134/09. RIGHTS OF WAY & CONSERVATION WORKING GROUP

- Mrs Pooley reported that the village caretaker had now cut back the pyracantha bushes in Halls Close.
- Mrs Pooley had received a request from a member of the public about whether the PC could do anything regarding getting the bushes at the end of Binning Close cut back and was concerned that the 'agreement' with the Council might not be recorded anywhere. **Action** – Mr Wright volunteered to look at the area in question.

- A member of the public had approached Mrs Pooley about getting the large horse chestnut tree in the High Street cut back. **Action** – Mrs Pooley to advise the lady to contact the tree officer at the VWHDC.
- Plaque on the Village Green – Item carried forward as Mr Cook was to look at the plaque.

135/09. PLANNING COMMITTEE BUSINESS

15/09 DRA/19623/2	6 CHURCH LANE	PROPOSED SIDE EXTENSION & 2 ND STOREY REAR EXTENSION OVER EXISTING.	NO OBJ	PER
16/09 DRA/4272/1	4 CHURCH LANE	DEMOLITION OF EXISTING SINGLE STOREY EXTENSION. ERECTION OF NEW SINGLE STOREY REAR EXTENSION.	NO OBJ	
17/09 DRA/20940	THE GARDEN STUDIO, THE GREEN	DEMOLITION OF EXISTING LEAN-TO GARDEN ROOM. ERECTION OF NEW GARDEN ROOM, ENTRANCE PORCH & ALTS TO EXISTING ROOF TO ADD CHIMNEY FLUE & ROOFLIGHTS.	NO OBJ	
18/09 DRA/7803/1	44 HIGH STREET	REPLACEMENT OF 2 DECAYED WINDOWS.	NO OBJ	
19/09 DRA/17884/3	31 ABINGDON ROAD	ERECTION OF A SINGLE STOREY REAR EXTENSION.	NO OBJ	
20/09 DRA/19517/3	39 ABINGDON ROAD	PROPOSED FIRST FLOOR EXTENSION.	NO OBJ	
21/09 DRA/10313/3	83 HIGH STREET	RENDERING OF BRICK WALLS. NEW RED STOCK BRICK DETAILS AT WINDOW, DOOR HEADS & EAVES WITH EXTRNL FINISHES TO MATCH NEW EXTENSIONS.	NO OBJ	
22/09 DRA/652/5	23 ABINGDON ROAD	INSTALLATION OF A REAR CONSERVTRY		
23/09 DRA/13449/1	50 STEVENTON ROAD	ERECTION OF A SINGLE STOREY EXTENSION		

136/09. LEISURE & GENERAL PURPOSES WORKING GROUP

- Village caretaker October recommendations & information – carried forward as Mr Cook absent.
- ROSPA inspection – carried forward.

137/09. CORRESPONDENCE – to be noted

Drayton FC

NALC

NHS

OCC – Transport

OPFA

ORCC

Thames Water

Thank you for NBerks Centenary dinner tickets

Local Council Review – Autumn 2009

Health News

Use of Road Safety Team's Mobile Info. Unit

AGM – 21st October 2009

AGM – 7th October 2009

Letter regarding the revised draft WRMP

138/09. Any Other Business

- Mr Scharf mentioned that a tree had been cut down on the High Street, by the shop. **Action** – The Clerk to write to OCC and ask why the tree was cut down and whether a replacement will be planted.
- Mr Webber had received a letter from Paul Evans of the football club. Mr Evans informed the PC that they now have 5 football teams and that the football club would like to know how the PC was progressing with regards to finding out the possibility of obtaining more land. **Action** – Mr Scharf and Mr Webber to look at this issue again.
- Mr Webber mentioned the Safer Road Partnership and that a ‘black box’ is available for hire, at the cost of £105, for 3 days. The box, once positioned, would count every vehicle that passed it and record its speed. The information could then be taken to the authorities concerned to prove that speeding is an issue. **Action** – Item to be included on the next agenda.
- Mrs Pooley mentioned that ‘Boulevard Swing’ would be in a concert on 5th December at the Village Hall. The concert would be raising money for The Bridge, the young people’s drop-in centre in Abingdon.
- Mr Scharf spoke about having a meeting with the school to look again at the Green Cred Scheme.

139/09. The date of the next Parish Council Meeting was confirmed as Monday 1st November 2009, at 7.30pm, to be held in the Caudwell Day Centre, Gravel Lane, Drayton.