

DRAYTON PARISH COUNCIL
Minutes of the Parish Meeting of Drayton Parish Council,
Held on Monday 1st November 2010 at 7.30pm
At the Caudwell Day Centre, Gravel Lane, Drayton

Present: Daniel Scharf (Chairman); Naomi Broomfield; Robin Butler; Heather Morrison; Jenny Pooley; Richard Webber; Richard Williams. **Not Present:** Julian Fowler **In attendance:** David Perrow (Clerk).

1/11/10 APOLOGIES FOR ABSENCE

No apologies for absence had been notified to the Clerk prior to the meeting.

2/11/10 DECLARATIONS OF INTEREST

No interests were declared.

3/11/10 PUBLIC PARTICIPATION

Three members of the public were present.

(a) Church Lane Housing. Ian Brooks and Peter Harper made representations to the Parish Council about the proposed housing development on Church Lane, next to the allotments. They were concerned that if extra housing was to be provided, this was not an optimum place for it, since it would lose valuable green space at the heart of the village, and would be a difficult development to serve with access roads. Daniel Scharf outlined the context to the proposal: that the VWHDC had designated this as one of the sites for housing development in their strategic plan; that new planning legislation was being drafted which is likely to give the local community/Parish Council more weight in influencing which developments went ahead; that the Community Plan was looking at housing needs in the village overall; that the Church Lane proposal was not yet at the planning application stage; and that the Parish Council had taken no stance on this site, but had merely received information from the landowner's agent at a previous meeting.

(b) Village Website. Andrew Bax reported that an initial meeting had been held to start work on a village website, and that a skeleton site was now almost ready to add content. The public launch was expected to be in Spring 2011. The capital costs would be borne by Drayton Community Trust, but the annual running costs were expected to be around £300, for which the Parish Council should expect to receive a grant application in 2011. The site was being designed to be useful both to residents and non-residents. The Home Page would have a monthly 'article' on a current topic, and there would be an archive of these, and a village history section. Information on all local organisations and businesses would be provided, but the site would not take advertising, since this revenue stream supported the Drayton Chronicle. A young persons' area would be provided to be run by the village's youngsters, with editorial supervision. A slideshow of village scenes would be a feature on the home page, and residents would be invited to submit suitable photos for this on a regular basis. It was suggested in discussion that a calendar would be an essential feature for the site. The organisation is expected to be on the Drayton Chronicle 'model' with 2-3 regular editors, and some sub-editors looking after particular sections. The Parish Council would have its own area, with the Parish Clerk as sub-editor.

4/11/10 MINUTES OF THE PREVIOUS MEETING

The Minutes of the meeting held 4th October 2010 were considered and the following amendments made:

Minute 7/10/10 (b) Richard Webber, not Richard Williams

Minute 7/10/10 (c) Richard Webber asked for it to be made clear that the proposal was to concrete existing bollards, and were not new. Insert 'existing'

Minute 9/10/10 Date in Action Point should read 1982, not 1962

With these three amendments the minutes were **confirmed** and Daniel Scharf (Chairman), then signed the Minutes as a correct record.

Proposed: Daniel Scharf

Seconded: Richard Webber

Agreed

5/11/10 ACTION POINT REVIEW FROM LAST MEETING

(a) Draft letter to Didcot Town Council. This was now ready, and the Clerk would sign and post it to the Didcot Town Clerk

ACTION: Daniel Scharf to email the Clerk the draft letter to Didcot Town Council for him to send

(b) Transport Working Group. This was yet to meet

ACTION: Daniel Scharf to convene the Transport Working Group.

6/11/10 NEWS FROM COUNTY COUNCILLORS

Marilyn and Mike Badcock were present.

(a) OCC Budget . They had emailed Parish Councillors details of the government's Comprehensive Spending Review (CSR) and the OCC budget details to date. Much would remain uncertain until December, when the government would announce OCC's funding for 2011-12.

(b) Snow. The OCC snow policy/advice had been emailed to Parish Councillors. Plenty of grit was in stock.

(c) Milton Park traffic. As a result of a bridge closure until February 2011 traffic had increased through the village. Signs had been put up to deter this 'rat-run' but OCC had advised that nothing more could be done to deter motorists using this route.

(d) Safety Audit on corner at end High Street (Rooks Nest). The Parish Council asked the OCC Councillors to find out what had happened to the safety audit on this corner.

ACTION: County Councillors to find out about state of safety audit at Rook's Nest corner of High Street.

7/11/10 NEWS FROM DISTRICT COUNCILLOR

Richard Webber reported:

(a) Waste Bins – Only one complaint had been received from Drayton about lack of a waste collection.

(b) Heroes of the Vale. Claire Soper and Paul Evans had received awards at the recent VWHDC ceremony.

8/11/10 RECRUITMENT OF NEW PARISH COUNCILLORS TO FILL VACANCIES

No further volunteers had come forward to fill the three vacancies on the Parish Council.

Resignation: Daniel Scharf had received a letter of resignation from the Parish Council from Julian Cook, which he passed to the Clerk for the files. The Clerk was asked to write a letter of thanks to Julian Cook for his services on the Parish Council.

ACTION: Clerk to write letter of thanks to Julian Cook

9/11/10 COMMUNITY MEETING TO DISCUSS RECREATIONAL FACILITIES/COMMUNITY PLAN

Daniel Scharf reported that he had investigated Chalgrove's Parish Plan process, and that this had taken up to three years to date to organise.

- A Housing Group meeting was being held tomorrow night (Tuesday 2nd Nov) in Drayton Village Hall, at which the VWHDC Planning Officer would speak

- The Environmental Group had met

- The Website Group had met

Richard Webber pointed out that he had the results of his Drayton household survey of two years ago, which could be useful to the Community Planning process.

10/11/10 WEBSITE

See report of discussion under item 3/11/10 (b) above.

11/11/10 ELECTORAL BOUNDARY REVIEW OF OXFORDSHIRE

Daniel Scharf would be attending an OCC briefing on this issue, and would report back.

12/11/10 CALENDAR OF PARISH COUNCIL MEETINGS FOR 2011

The Clerk's proposed dates for meetings in 2011 were discussed and agreed.

Proposed: Daniel Scharf

Seconded: Jenny Pooley

Agreed

13/11/10 FINANCE/ADMIN COMMITTEE BUSINESS

The Chairman, Daniel Scharf, reported that he had inspected the Clerk's accounts and reconciliation against the bank statement to end September prior to the meeting and that the accounts reconciled.

A. Payments

The following payments were verified against invoices by Daniel Scharf, and three of the authorised signatories signed cheques for these amounts:

	Invoice	Amount/of which VAT
(i) Julian Cook – October Caretakers Invoice	£170.00	
(ii) Clerk's Salary – October	£427.76	Zero
(iii) HM R&C Tax and NI – October	£124.74	Zero
(iv) Clerk's Expenses – October	£120.75	£13.48
(v) Notice board manufacture and installation (A W Grace & Son Ltd) £667.11		£99.36
B. Receipts – Memorials £160	Total	£160.00

C. Other business

(i) Caretaker's grass cutting in October. The Village Caretaker had reported that due to the mild weather he had cut the grass on the Green and Burial Ground (according to Robin Butler), but had made no charge. The Clerk was requested to agree with the Village Caretaker what a reasonable price would be for this extra work, and that an additional one off payment be proposed at the December meeting. The Parish Council did not wish to make any permanent change to the grass cutting contract to extend the cutting season at this stage.

(ii) Budget 2011-12. The Parish Council suggested that the Finance and Personnel Committee consider the following additional provision next year in their draft budget for 2011-12:

- Website (budget £500)

- Election expenses (budget £500)

- Playground. Possible project to renew/refurbish the play equipment and service. Indicative costs to be obtained and a proposal made which may involve earmarking part of the general reserve.

Proposed: Daniel Scharf

Seconded: Richard Williams

Agreed

ACTION: Richard Williams, with the L&GP Committee, to investigate possible options/costs with suppliers. Jenny Pooley to canvass views of parents of users of the playground. Daniel Scharf will canvass the pre-school group.

14/11/10 PLANNING COMMITTEE BUSINESS

A: The following Planning Applications in Progress were noted

REF. NO	ADDRESS	DETAILS	PARISH	DISTRICT
2010-23	DRA/2395/21	Gilbourns Farmhouse 155 Drayton Road OX14 4HA	No Objection	Pending
2010-28	DRA/21303	34-36 High Street Drayton OX14 4JW	No Objection	Pending
2010-29	SUT/18342/3	5 & 6 Mill Lane Sutton Courtenay OX14 4BE	No Objection	Pending
2010-30	DRA/775/8	The Old Farmhouse, Milton Road, Drayton, OX14 4EZ	Objection	Pending
2010-31	DRA/2395/22-LB	Gilbourns Farmhouse, 155 Drayton Road, Sutton Courtenay, OX14 4HA	No Objection	Pending
2010-32		7 High Street, Drayton, OX14 4JL	No Objection	Pending
2010-33	DRA/673/1	1 High Street OX14 4JL	No Objection	Pending
2010-34	DRA/21334	7 Crabtree Lane OX14 4HS	No Objection	Pending
2010-35	DRA/2988/3	48 Henley's Lane, OX14 4HU	No Objection, but concern re pillar	Pending
2010-36	DRA/4999/2	44 Henleys Lane OX14 4HU	No Objection	Pending
2010-37	DRA/2679/2	11 Corneville Road, OX14 4HN	Pending	Pending

B Other Planning Business

(ii) Manor Farm Development.: Further letters had now been exchanged between the Parish Council's solicitor and Burges Salmon, representing EoP Estates. They had proposed that an additional payment of £15,000 be added to the £100,000 due to the Parish Council as a fixed sum when the development started. The Parish Council were not satisfied that this was sufficient, and in discussion agreed that the Clerk should instruct our solicitor to ask for a payment in 2011 which represented the £100,000 up-rated in accordance with the Building Cost Index. The Clerk

was asked to research the BCI to identify this figure. On the boundary issue and the s106 land, the Parish Council would like the developers to transfer an additional small triangular shaped piece of land to the Parish Council for public use so that an a functional recreational space can be created out of the resulting rectangular piece of land.

RESOLVED: That the Clerk instruct the Parish Council's solicitor to reply to Burges Salmon asking for £100,000 up-rated by the BCI to be paid in 2011; and that they be requested to make suitable provision to allow the boundary rectangle of land to be transferred/licensed to Parish Council for public use.

Proposed: Daniel Scharf

Seconded: Heather Morrison

Agreed

ACTION: Clerk to write to the Parish Council's Solicitor to inform him of the resolution on Manor Farm, and to ask him to reply accordingly to Burges Salmon on behalf of the Parish Council.

15/11/10 LEISURE & GENERAL PURPOSES WORKING GROUP

(a) The Village Caretaker's report for October and planned work for October was received and noted.

Additional work identified for November:

(i) Clear litter from Gravel Lane path where steps go down

(ii) Topple testing training, Clerk to contact Cakebreads again to arrange training for the Village Caretaker

ACTION: Clerk to contact Cakebreads again about topple-test training for the Village Caretaker

(b) Playground inspection. The Village Caretaker's safety report for October was noted. The underside of the slide would be painted in November.

16/11/10 RIGHTS OF WAY & CONSERVATION WORKING GROUP

(a) Footpaths update. The Village Caretaker had removed a fallen tree from East Way

(b) Stimpson memorial oak and plaque. The tree would be available for planting shortly, and a tree guard would come with it. The actual site was identified, to be In a shallow dip. Jenny Pooley would like to supervise the planting and Robin Butler agreed to assist, and others agreed to be there if possible, and Mrs Stimpson should be invited if available.

ACTION: Clerk to liaise with VWHDC on the possible planting date and process.

(c) East Way. Jenny Pooley reported that OCC Highways had re-tarmac-ed the paths near East Way, but contrary to the tentative agreement made earlier in the year with OCC Countryside Services, they had not done the worst affected area at the entrance to East Way.

ACTION: Clerk to contact Mark Sumner of OCC Countryside Services to see if the entrance to East Way can be resurfaced

17/11/10 CORRESPONDENCE.

The list of correspondence received, circulated with the papers for the meeting, was noted.

18/11/10 ITEMS TO BE NOTED FROM PARISH COUNCILLORS

(a) DAMASCUS Inter-Generational Bingo. Naomi Broomfield reported that a bingo session was being organised by DAMASCUS between the young people and older members of the village, to be held in the Caudwell Centre at end November. They had asked if they could apply to the Parish Council for funding for the room hire and other expenses. The Clerk was asked to make contact and send them the grant application form.

ACTION: Clerk to contact Rita Atkinson of DAMASCUS about a grant application to support the inter-generational bingo

(b) Infra Red Speed Sign. Richard Webber reported that there was a fault on the sign on the Abingdon side of the village which was being dealt with by OCC Highways. The speed sign at the Steventon end of the village was now working properly.

19/11/10 DATE OF NEXT MEETING

The date of the next meeting was confirmed as Monday 6th December 2010 at 7.30pm, in the Caudwell Day Centre, Gravel Lane, Drayton.

The meeting concluded at 9.45 p.m.

Signed:

Date: 6th December 2010

Name: Daniel Scharf

Role: Chairman, Drayton Parish Council