

# DRAYTON PARISH COUNCIL

## Minutes of the Parish Meeting of Drayton Parish Council

Held on Monday 4th July 2011 at 7.30pm at the Caudwell Day Centre, Gravel Lane

**Present:** Daniel Scharf (Chairman); Naomi Broomfield; Julian Fowler; Heather Morrison; Jenny Pooley; Richard Webber (from 9.10pm); Richard Williams; Laurence Zipson

**In attendance:** David Perrow (Clerk)

### 1/7/11 APOLOGIES FOR ABSENCE

No apologies for absence had been received from any Parish Councillors, all being present. Richard Webber had informed the Clerk that he would be late for the meeting due to other commitments.

### 2/7/11 PUBLIC PARTICIPATION

One member of the public was present, Val Cross the Senior Church warden representing St Peter's Church. The Senior Church Warden informed the Council that St Peters had no objection to the change in the time of burials to include all day Saturday without additional charges, and handed the Clerk a letter confirming this. She alerted the PC to the fact that the St Peters' churchyard is now full for burials and also almost full for interment of ashes. When the church is no longer able to accept burials the church is likely to request that the PC take over the churchyard as a closed graveyard. She also told the Council that the hedges bordering the Church Yard, dividing the Church Yard from the Council's allotments and burial ground were last cut in 2008 at a cost of £200, paid by the Council.

It was **resolved** that the Clerk should be asked to seek a quote for the work to be done in September, and that the Parish Council's payment should be limited to half of up to £250. Senior Church Warden would ask the Parochial Church Council if they would fund half the cost this time.

**Proposed:** Daniel Scharf      **Seconded:** Laurence Zipson      **Agreed**

**ACTION:** Clerk to obtain a quote for cutting the two hedges between St Peter's Church Yard and the Council's allotments & burial ground.

### 3/7/11 DECLARATIONS OF INTEREST

No interests were declared.

### 4/7/11 MINUTES OF THE PREVIOUS MEETING

The Minutes of the Annual meeting held on 6<sup>th</sup> June 2011 were **confirmed**, and Daniel Scharf (Chairman), signed the Minutes as a correct record.

**Proposed:** Naomi Broomfield      **Seconded:** Daniel Scharf      **Agreed**

### 5/7/11 ACTION POINT REVIEW FROM LAST MEETING

The Clerk reported that all actions arising from the last meeting were on the Agenda or had already been completed.

### 6/7/11 NEWS FROM COUNTY COUNCILLORS

Marilyn and Mike Badcock were not able to be present due to other County Council commitments, and had sent their apologies.

The Clerk was asked to write to Marilyn to ask for written responses on the matters she had undertaken to follow up at the last meeting

**ACTION:** Clerk to contact Marilyn Badcock to ask her for written responses to the matters she agreed to follow up on after the June meeting

### 7/7/11 NEWS FROM DISTRICT COUNCILLOR

This agenda item was held over until the arrival of Richard Webber at 9.10pm

(a) **Litter Bin at the bus stop on the Green.** The litter bin had not been replaced as promised during June. Richard Webber would find out why and report back.

**ACTION:** Richard Webber to find out why the litter bin on the Green had not been replaced during June as previously promised by VWHDC.

### 8/7/11 OCC LIBRARIES CONSULTATION

The Clerk outlined OCC's most recent proposals for libraries. Both Abingdon and Didcot would remain as core libraries. Other smaller/less-used/remote were being treated in two groups: one group would have one third volunteers and two thirds paid staff and the second group the reverse ratio of staffing. Drayton is not affected by these proposals directly. There are no proposals about the mobile service.

It was **resolved** that the Clerk reply to the consultation welcoming the continued support for Abingdon and Didcot libraries and requesting that OCC continue support for Drayton's mobile service at the current level.

**Proposed:** Daniel Scharf **Seconded:** Naomi Broomfield **Agreed**

**ACTION:** Clerk reply to the consultation welcoming the continued support for Abingdon and Didcot libraries and requesting that OCC continue support for Drayton's mobile service at the current level.

### 9/7/11 OCC TREE SURVEY OF DRAYTON

The Council noted that OCC Highways were doing routine maintenance this week on all the Drayton highways trees. Though not directly related this work, two areas on High Street were mentioned as needing tree work:

- (a) Copper beech at 11 High Street needs pruning, since it is overhanging the footpath. A nearby dead tree may be threatening to fall and damage the copper beech.
- (b) Trees on the opposite side of the road, near the Forge Garage were in need of trimming

The Clerk was asked to contact the owners/VWHDC/OCC as appropriate to have the trees timed back.

**ACTION:** Clerk to contact owners/local authorities to have overhanging trees on High Street trimmed back

### 10/7/11 PLAYGROUND REFURBISHMENT

The Clerk reported that he had contacted the supplier and that a target date of mid-August was being suggested. Richard Williams will now contact the supplier to arrange a pre-installation site meeting, to confirm dates and whether the supplier or RoSPA will do the pre-commissioning safety inspection.

**ACTION:** Richard Williams to contact Wicksteed to arrange a pre-installation site meeting and agree whether Wicksteed's will do/pay for the pre-commissioning safety inspection

### 11/7/11 YOUTH ISSUES

Daniel Scharf and Naomi Broomfield had not yet met with Rita Atkinson to discuss the issues around a possible dedicated Drayton Youth worker, but would do so in the next month. The Clerk reported that he had discussed youth issues in South Abingdon with the PCSO for that area, and that some interesting work was taking place there to combat and prevent ASB. The Clerk was asked to invite the PCSO to the next Parish Council meeting in August.

**ACTION:** Clerk to invite PCSO covering South Abingdon to the August meeting.

### 12/7/11 BUS SHELTERS ON THE GREEN – REPLACEMENT PANELS

After discussion it was **agreed** that the Clerk should seek a costing for the next meeting to replace the panels at the bus shelter outside Vickery's with solid/lattice metal at the back and laminate on the two ends. The quote is to include a bench seat.

**ACTION:** Clerk to cost up the replacement panels and seat for the bus shelter outside Vickery's for the August meeting.

### 13/7/11 FINANCE/ADMIN COMMITTEE BUSINESS

| <b>Finance/Admin Committee Business</b> |   | <b>Invoice</b> | <b>Incl.</b>  |
|---|---|----------------|---------------|
| <b>A. Payments</b>                      |   | <b>Amount</b>  | <b>VAT of</b> |
| <b>Power</b>                            |   |                |               |
| Open Spaces Act 1906 s10                | (i) Village Caretaker – June 2011 Invoice               | £535.28        | £6.25         |
| Open Spaces Act 1906 s10                | (i) Grass Cutting Invoice - June 2011                   | £550.00        | zero          |
| LGA (1972) s112                         | (ii) Clerk's Salary – June 2011                         | £434.42        | zero          |
| LGA (1972) s111                         | (iii) HM R&C Tax and NI – June 2011                     | £108.40        | zero          |
| LG (FP) A 1963 s5                       | (iv) Clerk's Expenses – June 2011                       | £174.04        |               |
| Smallholdings & Allotments Act 1908 s26 | (vi) Thames Water – Water Services 10.03.11 to 21.06.11 | £15.84         | zero          |
| LG (MP) Act S19                         | (vii) Drayton Football Club – Grant for grass cutting   | £60.00         | zero          |
| LGA 1972 S137                           | (viii) South & Vale Carers Centre                       | £300.00        | zero          |



|         |  |  |         |         |
|---------|--|--|---------|---------|
|         | Drayton, OX14 4LN                      | elevation and erection of two new pitched roof dormer windows  |         |         |
| 2011-16 | Caudwell Day Centre, Drayton, OX14 4HX | Proposed extension to existing parking area to provide one car space plus one disabled parking space | Pending | Pending |

## B Other Planning Business

(i) **Manor Farm Development.** A meeting with Earl of Plymouth representatives had been held on Wednesday 8<sup>th</sup> June, and Daniel Scharf, Heather Morrison, Richard Webber and Richard Williams represented the Parish Council. A letter had subsequently been received offering the Council part of the land between Lockway and the A34, adjoining the Village Hall/recreation ground, but across the bridleway. Informal consultation with the Football Club had revealed that the offered land might be sufficient for one pitch for juniors but too small for either one professionally-sized football pitch or a cricket field. A tree belt would be needed alongside the A34 to reduce noise to a tolerable level for playing cricket. After discussion it was **agreed** that Daniel Scharf would draft a letter to Earl of Plymouth Estates welcoming the offer, but explaining why the cooperation of the Council would be dependent on the whole, rather than half of the field being made available. It was further **agreed** that the Clerk should send a letter to the Football Club and to the residents of Lockway backing on to the field to consult them on the proposed development of the field for football/cricket. Richard Williams will publicise the proposals in his next Drayton Chronicle article.

**Resolved** that Daniel Scharf draft a letter to the Earl of Plymouth Estates and circulate this via the Clerk to the Council members for amendment /approval. The Clerk will write to the Football Club and residents of Lockway affected by the proposed sports facilities.

**Proposed:** Heather Morrison

**Seconded:** Richard Williams

**Agreed**

**ACTION:** Daniel Scharf to draft letters to Earl of Plymouth Estates and to the Football Club/Lockway residents and Clerk to circulate these to Council members and then post the agreed versions.

(ii) **Old Farmhouse Milton Road.** The Clerk reported that VWHDC had responded that they would be taking enforcement action on the caravan storage in due course. On the events, they asked that the Council provide a list of dates of events to them.

(iii) **Kiln Lane Bridleway.** The Earl of Plymouth Estates had replied to the Clerk saying that whilst they were users of the Kiln Lane bridleway, they were not the owners. **Resolved** that the Clerk should write to OCC Countryside Services asking for posts to be installed to stop vehicles using the bridleway.

**Proposed:** Daniel Scharf

**Seconded:** Naomi Broomfield

**Agreed**

**ACTION:** Clerk to write to OCC Countryside Services asking for posts to be installed to stop vehicles using the bridleway

**9.10 pm Richard Webber arrived**

## 15/7/11 RIGHTS OF WAY & CONSERVATION WORKING GROUP

(a) **Rooks Nest Footpath.** Two quotations had been received for the steps installation, one more than double the other. It was **resolved** that the Clerk should seek a third quote, and should ask OCC Countryside Services & Highways if they would contribute to the cost and whether traffic lights/permission orders were required.

**Proposed:** Daniel Scharf

**Seconded:** Laurence Zipson

**Agreed**

**ACTION:** Clerk to seek a third quotation for the Rooks Nest footpath steps and to contact OCC re contributing to the cost and the requirements for highways orders/traffic lights during the works.

(b) **Footpaths Update.** It was reported that the short footpath opposite 21 Hilliat Fields and FP12 near the sewage works both needed strimming.

**ACTION:** Jenny Pooley to advise Village Caretaker of paths needing strimming.

(c) **Millennium Green litter bin.** Jenny Pooley proposed that the Clerk organise purchase a litter bin for the Millennium Green (MGT to pay), and that the Village Caretaker be asked to install and empty this.

**Proposed:** Jenny Pooley

**Seconded:** Daniel Scharf

**Agreed**

(d) **Norman's Oak.** Jenny Poole reported that VWHDC had advised that the tree was still alive and that it should be well watered. VWHDC would assist with this and keep an eye on it. If it dies, the will replace free of charge.

(e) **BW4 Obstruction.** OCC Countryside Services had advised that the obstructions were the result of fly-tipping, and that VWHDC would remove. OCC will trim the hedges in due course.

**ACTION:** Clerk to find out when VWHDC would remove the debris so that the BW could be opened again.

