

DRAYTON PARISH COUNCIL

Minutes of the Parish Meeting of Drayton Parish Council

Held on Monday 7th November 2011 at 7.30pm at the Caudwell Day Centre, Gravel Lane

Present: Daniel Scharf (Chairman); Naomi Broomfield; Heather Morrison; Jenny Pooley; Richard Webber; Richard Williams; Laurence Zipson **Not Present:** Julian Fowler; Karen Sharman

In attendance: David Perrow (Clerk); Mike Badcock (County Councillor)

1/11/11 APOLOGIES FOR ABSENCE

The meeting **noted** apologies for absence from Julian Fowler and Karen Sharman, notified to the Clerk prior to the meeting. Richard Webber had notified the Clerk that he was attending a VWHDC meeting and would be delayed.

2/11/11 PUBLIC PARTICIPATION

Some 4 members of the public were present. The following issues were raised:

- (a) **Speedwatch Appointments.** Robin Wood attended to enquire whether he and the other Speedwatch volunteer (Simon Murray) could now be appointed. The Clerk confirmed details of the insurance cover were in place and that the formal appointments were on the Agenda for this meeting.
- (b) **DAMASCUS.** Gary Hibbins reported that DAMASCUS was working with two problem groups in Drayton and that there was sufficient evidence for DAMASCUS to report against its Lottery Grant objectives. The group had secured fortnightly use of the St Peters church centre. The next event would be a Christmas Bingo for senior citizens, hosted by the Drayton DAMASCUS young people in the Caudwell Day Centre.
- (c) **Football Club Grant.** Gary Hibbins reported that WREN had granted the Football Club a one month extension for its application (though in effect this is a new application a month later). The new deadline was 24th Nov. The Club would need 11% 3rd party in funding by then, and was looking for a grant for this (£4.6k) from the Parish Council. Arrangements were made for Councillors to visit the Football Club prior to this date to have the proposed project outlined to them. Gary would also arrange for the extension plans to be discussed with the Village Hall Management Committee at their next meeting on Monday 24th November.
- (d) **Village Hall.** Ann Webb presented plans for the Village Hall extension and explained that the Management Committee was also applying for a £6k grant from the Parish Council to support the current year's expected deficit.
- (e) **Village Hall bins.** Ann Webb reported that Biffa were no longer emptying the litter bins at the Village Hall. She was referred to Richard Webber, as District Councillor, who is dealing with Biffa issues for the village.
- (f) **Low Flying Aircraft.** In response to a question from the public it was reported that the RAF had confirmed that aircraft were now being authorized to fly as low as 100 feet over Drayton houses since the war in Afghanistan required pilots to practice low flying over housing. Drayton counted as a rural area for such low flying, since its population was under 10,000. The Parish Council noted that such low flying constituted a possible danger to villagers, and that the downdraft from helicopters may cause damage to structures such as greenhouses and conservatories. The RAF had a claims scheme for such damage, and affected parishioners were advised to complain and seek any compensation via the RAF's website. Parish Councillors were meeting Ed Vaizey, local MP, to discuss this issue.
- (g) **Blue plaque.** It was suggested that a blue plaque might be applied for to celebrate the residence of Charles Sykes, designer of the Rolls Royce 'Spirit of Ecstasy', at Gothic House.

3/11/11 DECLARATIONS OF INTEREST

No interests were declared.

4/11/11 MINUTES OF THE PREVIOUS MEETING

The Minutes of the meeting held on 3rd October 2011 were **confirmed** and Daniel Scharf (Chairman), signed the Minutes as a correct record.

Proposed: Daniel Scharf

Seconded: Jenny Pooley

Agreed

5/11/11 ACTION POINT REVIEW FROM LAST MEETING

The Action Point Review was **received and noted**

6/11/11 NEWS FROM COUNTY COUNCILLORS (Marilyn & Mike Badcock)

Mike Badcock asked for Marilyn Badcock's apologies to be noted. She was attending another meeting.

- (a) **Kiln Lane.** Mike Badcock reported that the police had told him that policing the use of Kiln Lane bridleway by vehicles was a low police priority.
- (b) **School Transport.** Mike Badcock expressed the view that the Parish Council and parents' representations to the Oxfordshire County Council's Education Department were having negative effects on the campaign to restore free school transport to all Drayton secondary school pupils attending the designated secondary school (John Mason). He reported that the safety assessment of the walking route would be done again in December. He had been hoping to be present at the assessment, but this was now in doubt. The Parish Council responded that the case made by them and some parents was not wholly dependent on the assessment of the walking route as safe and that its representations should not be used by the officers as an excuse for treating the County Councillors any differently. The Parish Council's case was based more on (a) treating Drayton parents differently was unfair; (b) the previous OCC policy was a discretionary one to treat Drayton families alike whether they were 3 miles distant from the school or slightly nearer. (c) a change in this policy required consultation and communication with parents and the community. This had not taken place, and this was a breach of national guidance and OCC protocols; (d) the 'safe' walking test was over 60 years old, and was outdated. It is not reasonable to expect parents to accompany their children to and from school nowadays, given the working pattern of families and more complex society in which we live and that the highways department should be involved in assisting OCC in the use of its discretion.
- (c) **Councillors Highways Local Funding.** Mike reported that a discretionary amount, some thousands of pounds (believed to be £15k?) was available for local County Councillors to spend on local highways-related projects, following consultation with the local community. Mike suggested that a third speed sign might be provided in the village, on High Street. Alternative suggestions were a new zebra crossing on the Steventon/Abingdon Road, est. cost c.£10k. Further discussions would be needed before a decision was made.

7/11/11 SCHOOL TRANSPORT FOR DRAYTON

This issue had been discussed under County Councillors business (see above). It was agreed that the correspondence with Oxfordshire County Council had not led to any satisfactory explanations or outcomes, and that this route to secure a reversal of the policy had now been exhausted. It was agreed that the best way forward now was to consult Ed Vaizey, the local MP, on the issue. Several Councillors would be attending the MP's next surgery on Friday.

8/11/11 NEWS FROM DISTRICT COUNCILLOR (Richard Webber)

This item was delayed until 8.45pm, when Richard Webber arrived at the meeting. Richard reported that he had been attending a VWHDC Planning briefing on the new Interim Housing Supply document. This document proposed three relaxations in current policy: (a) Village building constraints were to be relaxed; (b) developments on the edge of those villages outside the Green Belt would be able to take place or subject to town/parish council support; (c) vacant industrial/former employment sites should be exploited first. The essential requirement that some plan was in place by 2012, since the lack of a plan is thought to be a problem which would favour unconstrained development. With a plan, parish and other local councils could object to developments which fell outside the plan's guidelines. Richard emphasized that if any social/affordable housing was to be provided in villages, developments of more than 6 houses were required. Richard was concerned that he was receiving mixed messages from VWHDC officers and from Daniel Scharf about the housing targets which the Localism Bill proposes to kill off.

9/11/11 MANOR FARM DEVELOPMENT

Daniel Scharf; Jenny Pooley and Richard Williams had attended a meeting with Earl of Plymouth representatives (EoPL). Following this an offer letter had been received offering the whole of the Lockway field and a cash sum of £75k. The field would be leasehold for 250 years. It was resolved that Daniel Scharf should circulate a draft a letter of reply for the Clerk to send which would ask for: the whole Lockway field as freehold; £135k cash sum; £9k as the commuted sum for maintenance; £10k for a crossing. These are the terms which were offered for the Manor Farm development when the adjacent field was on offer through the s106 as public land. It was thought that the land swap for the Lockway field gave more valuable land back to EoPL, and that no other reduction of terms should be accepted. Any further offer would be subject to acceptance of the whole scheme via community consultation.

Proposed: Daniel Scharf

Seconded: Laurence Zipson

Agreed

ACTION: Daniel Scharf to draft a letter to EoPL for Clerk to circulate and send.

Richard Webber arrived 8.45 p.m.

10/11/11 VWHDC DRAFT INTERIM HOUSING SUPPLY POLICY

Richard Webber reported on the VWHDC briefing he had received (see 8/11/11 above)

It was **agreed** that the Planning Committee should consider the policy and that Heather Morrison (Chairman, Planning Committee) would submit the Parish Council's response, following consultation with Planning Committee members, by the deadline of **25th November 2011**. It was **noted** that Richard Webber, and Richard Williams from the Planning Committee, will attend the VWHDC Briefing on Thurs 17th Nov at Wantage Civic Hall (6-8pm), and the Clerk will book them in to this.

Proposed: Daniel Scharf

Seconded: Heather Morrison

Agreed

ACTION: Heather Morrison to draft and submit the Council's response to the draft VWHDC Housing Supply Policy document, by the 25th Nov deadline following consultation with the other Planning Committee members

9.05 p.m. Heather Morrison left the meeting

11/11/11 DELEGATION OF RESPONSIBILITIES TO THE PARISH CLERK

This item was held over to the December meeting.

12/11/11 FINANCE/ADMIN COMMITTEE BUSINESS

Finance/Admin Committee Business		Invoice	Incl.
<u>A. Payments</u>		Amount	VAT of:
Power			
Open Spaces Act 1906 s10	(i) Village Caretaker – October 2011	£526.45	£4.32
Open Spaces Act 1906 s10	(ii) Grass Cutting Invoice - October 2011	£275.00	zero
LGA (1972) s112	(iii) Clerk's Salary – October 2011	£444.41	zero
LGA (1972) s111	(iv) HM R&C Tax and NI – October 2011	£111.00	zero
LG (FP) A 1963 s5	(v) Clerk's Expenses – October 2011	£14.03	zero
LGA 1972 s137	(vi) Oxfordshire County Council – Extra Salt Bin for end Gravel Lane	£300.00	£50.00
Litter Act 1983 s5(2)	(vii) VWHDC – Dog Bin emptying service 1 July-30 Sept 2011	£93.29	£15.55
LG (MP) Act 1976 S19	(viii) Wicksteed – Lockway Playground Refurbishment	£19,959.20	£3,326.53
Total payments this month <u>subject to grants approval</u>		£21,723.38	£3396.40
<u>B September Receipts</u>			
Burials and Memorials		£40.00	
Total Receipts this month		£40.00	

C. Other Finance business

(i) Bank Reconciliation for October. The Clerk reported that the current account bank statement for October had not yet arrived. The bank reconciliation to 1st Nov would be presented to the Finance and Personnel Committee, due to meet next Monday (14th Nov). Balances at 1st Nov (not taking into account payments not yet drawn/credits not yet made) were £56,329.34. (Current account £37,142.19; Deposit £19,187.15).

(ii) Budget Setting and Precept 2012-13. A discussion to offer guidance for the Finance Committee on next year's budget concluded that a) The s19 grants budget might need to be increased and the s137 grants reduced; (b) no major projects were envisaged from the recurrent budget. The second phase of the Lockway play area should wait for the current refurbishment to bed down; (c) additional salt bins might be purchased next year (£300 each), but the number required would be low (3-4?), and the case would need to be made.

(iii) Grant applications. Applications from DAMASCUS (£3k); the Village Hall (£6k) and the Football Club (£4.6k) were referred to next Monday's Finance and Personnel Committee so that they could be assessed for affordability against the current year's budget. The grant applications would be considered again at the December Parish Council meeting, following the Finance Committee's recommendations.

13/11/11 PLANNING COMMITTEE BUSINESS

A: The following Planning Applications in Progress were **noted**

NO	ADDRESS	DETAILS	PARISH	DISTRICT
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2011-25	Brooklyn Mill, Drayton, OX14 4EF	Erection of stables	No objection	Pending
2011-29	31 Steventon Road, OX14 4JX	Proposed alterations and extension to provide additional bedroom and changes to internal layout. Re-submission of planning application 11/00029/FUL	No objection	Pending
2011-30	The Laurels, High Street, Drayton	Application for variation of Condition 5 of planning permission 10/00540/FUL to state that 'the window shall remain obscure glazed with a limited opening side hung window only'	No objection	Pending
2011-31	2 The Green, OX14 4JA	Proposed demolition of existing garage and replacement with double garage	No objection	Pending
2011-32	41A Sutton Wick Lane, OX14 4HH	Proposed side dormer window	No objection	Pending

B Other Planning Business

- (i) **Planning Appeal – 5&6 Mill Lane, Sutton Courtenay.** The Parish Council saw no reason to revise their original view that they had no objection to this development.
- (ii) **Fairground application.** This was referred to the Village Hall Management Committee. No alternative venue to the recreation ground was suggested
- (iii) **Caravan Storage – Milton Road.** VWHDC Planning Enforcement has reported that they were awaiting the end of the planning application appeal period, and would then consider enforcement.
- (iv) **Pedestrian Crossings on High Street - Costs.** A guide price of £45k had been provided by OCC Highways for a fully controlled crossing. Prices were awaited on an uncontrolled/zebra crossing and a traffic island. It was reported that another village had installed a zebra crossing for around £10k

14/11/11 RIGHTS OF WAY & CONSERVATION WORKING GROUP

- a. **Road Naming.** The Clerk reported that the 'unnamed' road previously identified was in fact a private road, which whilst not labelled by a street sign, was already called 'Conifer Drive'. A member of the public confirmed this. It was **agreed** that the Clerk should nevertheless write to VWHDC asking for the next road to be named in Drayton to be Bisby Drive/Close etc.

Proposed Jenny Pooley

Seconded: Daniel Scharf

Agreed

ACTION: Clerk to write to VWHDC asking for next road naming to be after Harry Bisby.

- b. **FP21 at Rooks Nest** – It was reported that the start of work had been delayed, but was now due to commence this coming Thursday.
- c. **BW4 obstruction and hedge trimming** – Jenny Pooley reported that the BW4 hedges had now been trimmed and the fly-tipped waste had been removed.
- d. **Allotment/Church hedge** – Two comparable quotes were discussed (a third having been rejected at the last meeting as too expensive). The contract was awarded to Julian Cook, who already hold the grass cutting contract with the Council and who had previously cut these hedges.

Proposed: Richard Williams

Seconded: Naomi Broomfield

Agreed

ACTION: Clerk to inform St Peter's Church and, subject to their agreement on the shared costs, award the contract for the hedge trimming to Julian Cook. The Clerk should ask Julian to consult Andrew Gould about disposal of clippings on his allotment.

9.35 p.m. Naomi Broomfield left the meeting

- e. **Road Signs.** The defective/missing road signs had been reported to VWHDC who now had the work in hand.
- f. **Norman's Oak.** Jenny Pooley reported that the oak sapling was probably dead, and that VWHDC had undertaken to confirm this and if so, replace it.
- g. **Dog Bin at Haywards Farm.** Biffa had not been emptying this dog bin. Jenny Pooley had reported this to Biffa

15/11/11 LEISURE & GENERAL PURPOSES WORKING GROUP

- a. **Village Caretaker and Grass Cutting contractors:** These reports were **received**. It was **noted** that the Village Caretaker had stained the slide and removed mortar from the fencing.
- b. **Playground refurbishment project.** Richard Williams reported that he was now happy for the Clerk to sign off Wicksteed's work so that the guarantees could be activated. On the safety report, a discussion of the merits of employing Wicksteed or RoSPA concluded that despite RoSPA's inspection being more expensive, it was felt

important that safety checks were carried out independently of the supplier/installer. It was **resolved** that the Clerk should sign off the Wicksteed installation, pay Wicksteed's invoice, and commission RoSPA to carry out the safety inspection.

Proposed: Richard Williams

Seconded: Richard Webber

Agreed

ACTION: Clerk to sign off the Wicksteed work on the Lockway play area, pay their invoice and commission RoSPA for the safety inspection

- c. **Speedwatch Volunteers.** Robin Wood and Simon Murray were formally appointed as Speedwatch Volunteers for the Parish Council.

Proposed: Daniel Scharf

Seconded: Jenny Pooley

Agreed

ACTION: Clerk to write to Robin Wood and Simon Murray confirming their appointment as the Parish Council's Speedwatch Volunteers

14/11/11 PRESS AND PUBLIC RELATIONS WORKING GROUP

- (a) **Website.** Laurence Zipson reported that he had spoken to the Clerk about adding content/calendar entries to the village website, and that the Clerk was happy to do this work within his existing hours. The Clerk confirmed this and the Council **agreed** to this initiative.

ACTION: Laurence Zipson to arrange for the Clerk to have permissions/be instructed on adding content to the wider village website.

16/11/11 CORRESPONDENCE

The List of Correspondence from the Clerk was **noted**. The Clerk handed out various items of correspondence.

17/11/11 ITEMS TO BE NOTED FROM PARISH COUNCILLORS

The cutting back of the bushes in Binning Close was discussed.

ACTION: Clerk to ask the Village Caretaker to take a look at these.

18/11/11 DATE OF NEXT MEETING was confirmed as Monday 5th December 2011 at 7.30pm, in the Caudwell Day Centre, Gravel Lane, Drayton, OX14 4HY. **The Finance and Personnel Committee** meeting was confirmed as 7.00 pm on Monday 14th November 2011, in the Caudwell Day Centre.

[Clerk's note: the Finance and Personnel Committee meeting had to be postponed due to apologies from members reducing the number attending below the quorum of three. It was subsequently rescheduled for Monday 21st November, at 7pm, in St Peter's Church Hall]

The meeting concluded at 10.05 p.m.

Signed:

Name: Daniel Scharf

Date: 5th December 2011

Role: Chairman, Drayton Parish Council