

Drayton Parish Council
www.drayton-near-abingdon.org/drayton-parish-council
Minutes of the Meeting of Drayton Parish Council,
Held on Monday 15th April 2013 at 19:30 in the Village Hall, Lockway, Drayton

The meeting started at 20:55 following on from the Annual Parish Assembly

Present: Daniel Scharf (Chairman); Naomi Broomfield; Julian Fowler; Richard Williams; Richard Webber; Laurence Zipson; Jennifer Pooley; Pat Athawes (co-opted at item 6 from 21:15)

Not Present: County Councillors.

In attendance: David Perrow (Parish Clerk); Christopher Price (Deputy Parish Clerk)

001/2013-14 APOLOGIES FOR ABSENCE

None, all Councillors were present at the meeting.

002/2013-14 PUBLIC PARTICIPATION

Three members of the public were present.

Bin Collection. Laurence Zipson asked Richard Webber when his bin collection would be.

ACTION: Richard Webber continuing to investigate bin collections on Abingdon (slip) Road.

003/2013-14 DECLARATIONS OF INTEREST AND DISPENSATIONS

There were no declarations of interest at this stage of the meeting, nor any dispensations received in advance by the Clerk needed for consideration.

004/2013-14 MINUTES OF THE PREVIOUS MEETING

The Minutes of the Meeting of the Parish Council held on 4th March 2013 were **confirmed**. Daniel Scharf (Chairman) signed the Minutes as a correct record.

Proposed: Daniel Scharf

Seconded: Julian Fowler

Resolved Unanimously

005/2013-14 ACTION POINT REVIEW FROM PREVIOUS MEETING

The Action Point report from the last meeting was **noted** and the points below were provided as additional information:

(a) **Logo.** Two new graphics were suggested – 9 Bells in a ring and Saxon Hall.

(b) **Burial Ground Fence.**

Daniel Scharf declared an interest in this item and left the room during the discussion and vote.

Richard Williams (Vice Chairman) assumed the Chair.

The Clerk reported that two concrete posts defining the boundary have been located and that the new fence has clearly been erected on Parish Council land, as shown in the Parish Council Minute book of 10th April 1972. It was **Resolved** to send the house holders a letter instructing them to move the offending fence within six months.

Proposed: Laurence Zipson

Seconded: Julian Fowler

Resolved Unanimously

ACTION: Clerk to send the householders a letter instructing them to move the fence within six months.

Daniel Scharf re-entered the room and resumed the Chair.

(c) **Community Governance.** This would be discussed at the May meeting

ACTION: Deputy Clerk to add Community Governance response to VWHDC to the May Agenda.

006/2013-14 PARISH COUNCIL VACANCIES

Co-option. Pat Athawes was co-opted onto the Parish Council committee.

Proposed: Daniel Scharf

Seconded: Julian Fowler

Resolved Unanimously

007/2013-14 OCC MATTERS / NEWS FROM COUNTY COUNCLLORS

Mike and Marilyn Badcock were unable to attend the meeting.

Speed Detection Indicator. The pole has been erected outside the Manor but has no 30mph sign.

ACTION: Clerk to send reminder letter to the highways department.

008/2013-14 VWHDC MATTERS / NEWS FROM DISTRICT COUNCILLOR

Local Plan 2029 Part One. The VWHDC is consulting on the new draft Local Plan 2029 Part One: Strategic Sites and Policies. The Local Plan is one of the key planning policy documents designed to help guide decisions that are made about developments in the district for the next 15 years. This consultation is running for an extended 10 week period. The draft plan was available for a four week period in advance of the statutory six week time period to allow the public to review and familiarise themselves with the document. On 28th March the evidence base reports and supporting documentation were published for the formal six weeks public consultation. The deadline for response is 4:00pm 9th May. The Drayton Parish Council Planning Committee is meeting on 22nd April at 19:30 in the Village Hall to formalize a response. **ACTION:** All Planning Committee members to familiarise themselves with the Local Plan for the meeting on 22nd April.

009/2013-14 FINANCE/ADMIN COMMITTEE BUSINESS

	(Naomi Broomfield, Chairman) A. March 2013 Payments	Invoice Amount	Incl. VAT
Open Spaces Act 1906 s10	(i) Village Caretaker - March 2013	* £257.11	£7.43
LGA (1972) s112	(ii) Clerk's Salary - March 2013	* £454.78	zero
LGA (1972) s112	(iii) Deputy Clerk's salary - March 2013	* £144.78	zero
LGA (1972) s111	(iv) HM R&C Tax and NI - March 2013	* £149.80	zero
LG (FP) A 1963 s5	(v) Clerk's Expenses - March 2013	* £164.44	£15.98
LG (FP) A 1963 s5	(vi) Deputy Clerk's Expenses – March 2013	* £37.50	zero
LGA (1972) s114	(vii) Microshade - Hosting & Software Rental Quarterly Package (April-May-June)	* £151.20	£25.20
Litter Act 1983 s5(1)	(viii) Glasdon – replacement dog bin for Lockway	* £187.68	£31.28
Litter Act 1983 s5(2)	(ix) VWHDC – Emptying of Dog Bins (1 July 2012 – 31 March 2013) – DIRECT DEBIT	* £292.78	£48.80
LGA (1972) s143	(x) LCR Magazine Subscription	£16.00	zero
LGA 1972 s134	(xi) Drayton Village Hall Hire for 3 x Drayton2020 meetings	£70.00	zero
LGA 1972 s134 (4)	(xii) Caudwell Day Centre Hire (Jan-Feb-March 2013) - £15 PC/£35 Drayton2020	£117.50	zero
LGA 1972 s.145	(xiii) Diane Dunsdon Drayton2020/DAMASCUS Pizza Night – Cost of Pizza's	£47.98	zero
LGA 1972 s.145	(xiv) Janet Manning - Drayton2020/DAMASCUS Pizza Night – Stationery & Juice	£17.85	£1.20
	Total payments this month	£2,109.40	£129.89
	B. March 2013 Receipts		
	Burial/Memorial fees	£80.00	
	Total Receipts this month	£80.00	

C. OTHER FINANCE BUSINESS

(i) **Bank Reconciliation for February 2013.** Naomi Broomfield, as Chairperson of the Finance & Personnel Committee had checked the bank reconciliation to end February 2013. Current funds total £29,407.75 at 31st March, not including payments approved above.

(ii) **Payments.** The Clerk explained the payments listed above which were **approved** for payment. The list of online payments via Unity Bank (see items starred * above) was signed off and the two people to approve online payments were appointed: Naomi Broomfield and Julian Fowler.

(iii) **Grant applications.** The Drayton Millennium Green Trust's grant application was deferred to May's Parish Council Meeting, so that the Clerk could obtain the current accounts and details of the proposed use of balances.

ACTION: Deputy Clerk to add Drayton Millennium Green Trust's grant application to May's agenda. Clerk to contact the Millennium Green Trust for their current accounts, grass quotations/management plan and details of proposed use of current balances.

010/2013-14 PLANNING COMMITTEE BUSINESS

PC #	ADDRESS	DETAILS	PARISH	DISTRICT
2012-25	The Grange, 13 Gravel Lane, Drayton, OX14 4HY	To remove a Lime tree	No objections	Pending
2012-28	The Bungalow, 2 East Way, Drayton, OX14 4JZ	Erection of a conservatory	No objections	Pending
2012-29	31 Henleys Lane, Drayton, OX14 4HU	Alterations to form a first floor en-suite bathroom with new dormer window	No objections	Pending
2012-30	28 Binning Close, Drayton, OX14 4LN	Change to pitched roofs for existing flat roof dormers	No objections	Pending
2012-31	5 Gravel Lane, Drayton, OX14 4HY	Construction of a traditional oak framed 4-bed dwelling.	Conditionally Support	Pending
2012-32	32 Whitehorns Way, Drayton, OX14 4LL	Erection of a single storey rear extension.	No objections	Pending
2012-33	Church Cottage, Church Lane, Drayton, OX14 4JS	To raise the stone boundary wall to a maximum of 730mm.	Object	Pending

Planning Applications. There is a lack of correlation between the website (3 options – Response, Objector and Supporter) and the paper work (4 options - No objections, Objects, Objects with Comments and Fully Supports) when responding to a planning applications to the VWHDC. There is also no option in either of the above for submitting a 'Conditional Support'.

ACTION: Richard Webber to investigate the matter with VWHDC Planning Dept.

011/2013-14 RIGHTS OF WAY & CONSERVATION WORKING GROUP

(a) **Diverted Footpaths 17 and 19.** Jennifer Pooley has emailed Andy Sylvester twice regarding the entrance to these footpaths as despite the requirement for disabled access it might actually be dangerous for people using mobility scooters. There is also no sign post at the right turn. Jenny Pooley has asked Mark Sumner (OCC Countryside Services) to fit a marker post here.

(b) **Whitehorns Way new road sign x3.** During the Annual Parish Inspection that was conducted on 23rd February it was identified that there is a lack of road signs on Whitehorns Way. The VWHDC has emailed the Clerk with details of three proposed signs for the junction. Naomi Broomfield had not received the Clerks email regarding this item.

ACTION: Clerk to resend email. Naomi Broomfield to verify that the numbers and positioning of the signs are correct.

(c) **Burial Ground.** Mounds of soil have appeared.

ACTION: Clerk to contact the gravedigger to ask for these to be removed.

(d) **Fly Tipping** has occurred on Eastway (BW 1) and also at the entrance to Gypsy Lane.

ACTION: Jennifer Pooley to report the fly tipping to BIFFA.

(e) **Vehicular Traffic on Bridal Way.** It has been reported that vehicles are driving along the narrow part of Eastway (BW 1).

ACTION: Jennifer Pooley to report this to Mark Sumner and ask whether it might be possible for the Environment Department to install a sign just beyond the houses on Eastway and at the start of the narrow path advising that use by cars and motorbikes is illegal.

012/2013-14 LEISURE & GENERAL PURPOSES WORKING GROUP

(a) **Village Caretaker and Grass Contractors' Reports** were received and **noted** and the points below were provided as additional information:

- **Swings.** The bolts that attach the chains to the frame have play in them. It was **agreed** that this does not make the swings unsafe, since they are designed this way and had passed monthly and annual safety tests

ACTION: Steve Sadler to continue to pay particular attention to the bolts that attach the chains to the frame on each monthly inspection and report to the Parish Council any change in play.

- **Bowl.** Some rust has formed at the base of the supporting post. The Village Caretaker had cleaned this off and re-painted.

(b) **Damage caused by vehicular traffic involved in the development at Cheers Farm.** It has been reported that since January there has been house and kerbside damage as a result of the Cheers Farm development. Lorries are also driving up over the grass kerb and completely ripping up the grass in their attempts to reverse into Cheers Farm. The developer has assured Richard Webber, as District Councillor, that any damage caused by the development will be rectified.

013/2013-14 PRESS & PUBLIC RELATIONS WORKING GROUP

(a) **Village Website.** Laurence Zipson reported that there are still some technical problems with the website.

(b) **Logo.** Laurence Zipson proposed that some examples of the Parish Logo featuring Drayton's bells be created.

ACTION: Clerk to create some examples of the Parish Logo.

014/2013-14 CORRESPONDENCE

The items on the List of Correspondence received were **noted.**

Taxi Tariffs. People across South Oxfordshire and the Vale of White Horse are being encouraged to have their say on how hackney carriage taxi pricing is set. In the Vale of White Horse hackney carriages currently operate under a council set tariff meaning that a passenger cannot be charged more than a set maximum fee per 1/10 mile. In South Oxfordshire there is no council set tariff and it is up to individual taxi operators to set their own rates. The consultation takes place between 15th April and 28th April and is open to all members of the public.

ACTION: Richard Webber to advise the Parish Council on what considerations apply to this matter in order to respond.

015/2013-14 ITEMS TO BE NOTED FROM PARISH COUNCILLORS

There were no items to be noted from the parish councillors.

016/2013-14 THE DATE OF THE NEXT PARISH COUNCIL MEETING

The date of the next Parish Council meeting was confirmed as **MONDAY 13th MAY 2013 at 19:30** in the Caudwell Day Centre, Gravel Lane, Drayton.

017/2013-14 RESERVED BUSINESS

It was resolved that the Public and Press be excluded from the following item of Reserved Business.

Proposed: Daniel Scharf **Seconded:** Laurence Zipson **Resolved Unanimously**

Allotment Access. The Clerk has received an email from a member of the public who currently rents a small piece of land from Drayton Parish Council. The enquirer would like the Parish Council to consider

selling the land or creating a long term lease such as ninety nine years. It was **resolved** to keep the current rental arrangement.

Proposed: Daniel Scharf

Seconded: Julian Fowler

Resolved Unanimously

It was then **resolved** that the Clerk should include in response that 'the Parish Council has no current plans for the piece of land', and that it would not envisage any future Council denying vehicular access across the land, though no Council can bind its successor by Resolution.

Proposed: Daniel Scharf

Seconded: Naomi Broomfield

Resolved 5 votes to 4

ACTION: Clerk to reply accordingly to the enquirer.

The meeting concluded at 22:14

Signed:

Date: 13th May 2013

Name: Daniel Scharf

Role: Chairman, Drayton Parish Council