

Drayton Parish Council

www.DraytonPC.org

Minutes of the Meeting of Drayton Parish Council, Held on Monday 7th October 2013 at 7:30pm At the Caudwell Day Centre, Gravel Lane, Drayton.

Present: Daniel Scharf (Chairman); Richard Williams; Laurence Zipson; Graham Webb; Pat Athawes; Mark Jesson; Naomi Broomfield (left at 9:27pm); Richard Webber (arrived at 8:28pm); David Mercer (co-opted at 7:50pm); Janet Manning (co-opted at 7:50pm); Julian Fowler.

Not present: All Councillors were present.

In attendance: David Perrow (Parish Clerk and Responsible Financial Officer) (left at 8:32pm); Christopher Price (Deputy Parish Clerk and Meeting Administrator).

103/2013-14 APOLOGIES FOR ABSENCE

Apologies had been received from Richard Webber (for late arrival) and this was **noted**.

104/2013-14 PUBLIC PARTICIPATION

Seven members of the public were present.

(a) Milton Road Accident. Pam Humphrey spoke about the motorcycle accident that occurred on 23rd September along the Milton Road and expressed her concerns as it is now the fourth death along this stretch of road within a few years. Pam requested that the speed limit be reduced (currently the national speed limit, 60 mph) and enforced. Daniel Scarf explained that the road is the responsibility of OCC and that Drayton Parish Council would raise the matter with the County Councillor. The matter was discussed later in the meeting upon Richard Webber's arrival.

(b) Bins.

▪ **Village Hall Car Park Litter Bins.** Ann Webb spoke about the three litter bins in the Village Hall car park and expressed her concerns as they are not being emptied regularly. The Village Hall has two concrete litter bins near the playing fields and a new smaller concrete bin near the Council's playground. These have been emptied, since they were provided, by a volunteer who is now no longer able to carry on. The Village Hall has explored with both OCC and VWHDC emptying the bins, but being on private land these Councils are not able to take on the responsibility. The Village Hall Managements Committee has requested that the Parish Council empties these three bins on a regular basis. The Village Caretaker, paid by the Parish Council, currently empties three litter bins (Lockway Playground/BMX track/Millennium Green) and holds an OCC Van Licence for the Drayton Waste Recycling Centre on behalf of the Parish Council. Though the Village Hall site is the responsibility of the Village Hall Management Committee, the smaller litter bin recently added replaced a defunct litter bin near the Lockway play area which was probably a Parish Council responsibility. There is a precedent for the Parish Council providing a litter bin and emptying it on other community land (the Millennium Green). If the Village Hall Management Committee are to use private contractors (our caretaker or Biffa) costs will be the same or more, and given that the Village Hall is a recipient of an annual grant from the Parish Council, there may be no saving – or an actual additional cost – to the public purse if they have to pay a contractor. It was **resolved** that the Parish Council ask Stephen Sadler (village caretaker) to empty the concrete bins by the Village Hall, and pays for the additional costs of this work.

Proposed: Daniel Scharf

Seconded: Naomi Broomfield

Resolved Unanimously

ACTION: Deputy Clerk to ask Stephen Sadler to empty the three litter bins in the village hall car park on a weekly basis.

▪ **Dog Bin Emptying Price Increase.** The VWHDC has imposed an increase in the price of dog bin servicing: "From 1 October 2013, the cost of dog bin emptying will increase from £0.68 per bin, per week to £4.03 per bin, per week plus a 15 per cent administration fee. This will make the total cost of a bin £4.63 per week and this will be recharged in January 2014. The District Council will continue to subsidise the emptying costs of the bins at a cost of £52 per bin per year". Drayton Parish Council has 8 dog bins which are emptied weekly at a current annual cost of £283, From 1st October this cost will increase to £1926 if no

further action is taken. However, VWHDC are offering to empty litter bins (in which dog waste may also be deposited) for free. There is no need to change the existing bins. Emptying will continue to be weekly. It was **agreed** with immediate effect for Drayton Parish Council to re-designates its 8 dog bins as litter bins, sign them accordingly (using VWHDC signage) and accept that they can be used for both litter and dog waste.

ACTION: Clerk to inform VWHDC of this re-designation so that charges may be waived ASAP. Deputy Clerk to re-sign the bins.

105/2013-14 Co-options: (7:50pm)

(a) Janet Manning expressed an interest in joining the Parish Council and was co-opted onto the Parish Council.

Proposed: Daniel Scharf **Seconded:** Julian Fowler **Resolved Unanimously**

It was **resolved** for Janet to join the Planning Committee.

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

(b) David Mercer expressed an interest in joining the Parish Council and was co-opted onto the Parish Council.

Proposed: Daniel Scharf **Seconded:** Julian Fowler **Resolved Unanimously**

ACTION: Clerk to send the new Councilors all the necessary forms and paper work. Deputy Clerk to update contacts list.

The Council now has 11 Councillors, so there are NO vacancies to fill.

106/2013-14 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.

107/2013-14 MINUTES OF THE PREVIOUS MEETING

The Minutes of the Meeting of the Parish Council held on 2nd September 2013 were **confirmed**. Daniel Scharf (Chairman) signed the Minutes as a correct record.

Proposed: Daniel Scharf **Seconded:** Pat Athawes **Resolved Unanimously**

108/2013-14 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) Airport. Richard Williams had drafted the Parish Council's written response to the proposed £18.2bn airport which was submitted to the airport commission on 26th September. It was **resolved** to thank Richard for his time and effort.

Proposed: Daniel Scharf **Seconded:** Naomi Broomfield **Resolved Unanimously**

(b) Overgrown Hedges. On 2nd October, George Russell requested that the Parish Council clear the overgrown brambles that are blocking the path along the west side of Steventon Road near the garden of No. 2 Steventon Road. Also, the grass is creeping over path along its length next to the oak trees. It was **agreed** to ask Stephen Sadler (village caretaker) to clear this path.

ACTION: Deputy Clerk to ask Stephen Sadler to clear the path along the west side of Steventon Road near the garden of No. 2 Steventon Road.

109/2013-14 Drayton2020 Neighborhood Plan (Richard Williams)

(a) Consultation. On Friday 18th October in Drayton Village hall at 7:00pm will be an evening of Chilli (delicious and free!), presentation, discussion and exhibition (exhibition will continue all day Saturday 19th October).

(b) Questionnaire Prize Winning Tickets. On 13th September, Ed Vaizey MP randomly picked the three winning tickets - 008, 182 and 881. If you have one of these tickets ring 531512 to claim your £50 prize. Two out of the three winning tickets have been claimed so there is one still outstanding.

(c) **BBC Radio Oxford** has started its BIG TOUR again where they visit different areas of the county and focus on what they have to offer. The afternoon programme with Kat Orman will be bringing the programme to Drayton Village Hall on 18th October from 1:00pm to 4:00pm and will include a food theme.

(d) **Neighborhood Development Policy.** It was agreed to hold a Planning Committee meeting on 13th November at 7:30pm. The purpose of this meeting is to discuss the draft Neighborhood Development Plan Policies so that any concerns can be addressed by the Steering Group in advance of the formal consideration of the draft NDP at the special meeting of the Parish Council.

ACTION: Clerk to book the Caudwell Day Centre or Village Hall if this is unavailable.

110/2013-14 FINANCE/ADMIN COMMITTEE BUSINESS (Naomi Broomfield)

	September 2013 Payments	Invoice Amount	Incl. VAT
Open Spaces Act 1906 s10	Village Caretaker - Aug 2013	*£463.00	£4.25
Open Spaces Act 1906 s10	Grass Cutting Invoice – Aug 2013	*£590.00	zero
LGA (1972) s112	Clerk’s Salary - Aug 2013 (including 10 hrs o/time & 5 mths increase backpay)	*£397.39	zero
LGA (1972) s112	Deputy Clerk’s salary - Aug 2013 (including 5 mths increase backpay)	*£ 303.68	zero
LGA (1972) s111	HM R&C Tax and NI - Aug 2013	*£175.20	zero
LG (FP) A 1963 s5	Clerk’s Expenses - Aug 2013	*£48.75	£3.32
LG (FP) A 1963 s5	Deputy Clerk’s Expenses – Aug 2013	*£5.85	Zero
LGA (1972) s114	Microshade – Quarterly Hosting Fee	*£158.40	£26.40
LGA (1972) ss 15 (5)	Chairman’s Expenses	£24.99	Zero
LGA (1972) s143	Oxford Playing Fields Association (OPFA) Annual Subscription	£50.00	Zero
LGA 1972 s134 (4)	Caudwell Day Centre – Room Hire – PC/Drayton2020 July-Aug-Sept [D/Debit]	£80.00	Zero
LGA 1972 s142	Drayton2020 Questionnaire Prize (Jane McWhirter)	£50.00	Zero
LGA 1972 s142	Drayton2020 Questionnaire Prize (Stephen Oleksiw)	£50.00	Zero
LGA 1972 s.142	Adams Habermehl – Drayton2020 consultation services [Locality Grant]	£505.65	No reclaim
LGA (1972) s111	Rainbow Colour – Drayton2020 Posters (Oct event)	£61.20	£10.20
Litter Act 1983 s5(2)	VWHDC – Dog Bin servicing 1 April – 30 June 2013 [Direct Debit]	*£97.60	£16.27
Smallholdings & Allotments Act 1908 s26	Thames Water – Water Services to Allotments etc. 17 June – 10 Sept 2013 (D/D)	*£19.44	Zero
Local Govt (MP) Act 1976 s19	Drayton Football Club – Grant subject to approval	£134.00	Zero
	Total payments this month	£3215.15	£60.44
	September 2013 Receipts		
	VWHDC – 2 nd half precept	£20,000.00	
	Burial/Memorial fees	£100.00	
	Allotments	£15.00	
	Total Receipts this month	£20,115.00	

(a) **Bank Reconciliation for September 2013.** Naomi Broomfield, as Chairperson of the Finance & Personnel Committee had checked the bank reconciliation to end September 2013. Current account £46,500.90; Deposit Account £19,382.02; Unbanked cheque £170.00.

Total funds = £66,052.92, excluding payments above.

(b) **Grant applications.** The following grant application was discussed.

▪ **Drayton Football Club.** On 27th September, Richard Seamark submitted a revised grant application to the sum of £134.00. It was **resolved** to authorise this payment.

Proposed: Daniel Scharf

Seconded: Naomi Broomfield

Resolved Unanimously

Richard Webber joined the meeting at 8:28pm

(c) **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 Richard Williams.

111/2013-14 RISK ASSESSMENT

The village inspection was held on 5th October. Naomi Broomfield reported that “all looks good”. The points below were provided as additional information:

(a) **Whitehorns Way Road Signs** are incorrect or missing.

(b) **Lockway Play Ground.** The wooden climbing frame may need replacing and the ground may need a renewal of the existing impact absorbing rubber surface.

(c) **Notice Boards.**

▪ Notice boards exposed to the elements may need replacing soon and can look messy.

ACTION: Everyone to keep notice boards tidy.

▪ Following a complete security and fire safety inspection carried out by Thames Valley police and Oxfordshire Fire and Rescue, it has been suggested that the notice boards in the church porch represent a significant fire hazard. It was **resolved** to decommission the Parish Councils notice board in this location.

Proposed: Daniel Scharf

Seconded: Mark Jesson

Resolved Unanimously

ACTION: Deputy Clerk to ask St Peters Church if they would like the notice board in the Church porch removed. The PC would keep the boards if not wanted by the Church.

David Perrow left the meeting at 8:32pm

112/2013-14 BINS

This item was discussed earlier in the meeting under item 104/2013-14 PUBLIC PARTICIPATION.

113/2013-14 VICTORIA CROSS.

Recently the Government announced the plan to honour those who won the Victoria Cross with a paving slab at the place they were born. Edward John Mott, born in Drayton, Berks 1894 - single-handedly took a machine gun post in WW1, losing an eye and saving the lives of his platoon. Banns read at St Peters 1918, and he died 1974 in Witney. Possible locations for the paving slab were discussed – The pavement just outside St Peters Church or Mott Close. It was **agreed** to defer this item to the next Parish Council meeting when councillors could have looked at the alternative locations.

ACTION: Deputy Clerk to obtain size specification of the paving slab and find out the address of where Edward John Mott was born.

114/2013-14 PLANNING COMMITTEE BUSINESS (Daniel Scharf)

Ref	ADDRESS	DETAILS	PARISH	DISTRICT
P13/V023 3/FUL	Land to the north of 92 -112 Milton Road Sutton Courtenay	Demolition of 110 Milton Road and erection of 34 dwelling houses with associated access.	Object (conditional)	Refused Under appeal
P13/V157 5/LB	Sutton Wick House 18 Sutton Wick Lane Drayton Abingdon OX14 4HJ	General repairs to fabric, install secondary double glazing and new central heating system & create new bathroom.	Support	Granted
P13/V161 3/HH	41 Sutton Wick Lane Drayton Abingdon OX14 4HH	Proposed single storey extension and extension to roof to provide additional living accommodation.	Support	Granted
P13/V142	Milton Garden Machinery	Proposed addition of domestic	Support	Refused

9/FUL	Milton Road Drayton OX14 4EZ	accommodation to existing business premises		
P13/V160 3/HH	13 Binning Close Drayton Oxfordshire OX14 4LN	First floor extension for additional bedroom and en-suite shower room	Support	Granted
P13/V154 3/O	Land to the rear of 92-112 Milton Road Sutton Courtenay OX1 4BT	Demolition of 110 Milton Road and erection of 34 dwelling houses	Object (conditional)	Pending
P13/V176 5/FUL	Land off Manor Close Drayton	Construction of a new detached dwelling	Object (conditional)	Granted
P13/V183 1/HH	17 Steventon Road Drayton Abingdon OX14 4JX	Two storey side and rear extension, demolition of garage.	Response	Withdrawn
P13/V195 0/HH	4 Lyford Close Drayton Oxon OX14 4JG	Proposed two storey side extension and front porch (re-submission of P13/V1087/HH)	Pending	Pending

(a) P13/V1765/FUL. Land off Manor Close Drayton. Construction of a new detached dwelling. Daniel Scharf had attended the VWHDC's Planning Committee meeting held on 2nd October where this planning application was discussed and granted. Daniel reported on the meeting and the position of the Planning Officers to give any weight to the Parish Council's HPG.

(b) For Sale Signs. It was **noted** that Allen & Harris and Chancellors had illegally erected for sale signs notably on the Steventon Road green. It was **agreed** to have the offending signs removed.

ACTION: Richard Webber to ask Chancellors and Allen & Harris to remove signs from Parish Council land.

115/2013-14 DRAYTON2020 (Richard Williams)

Special Parish Council Meeting. It was **agreed** to hold a Special Parish Council meeting on 27th November at 7:30pm. The purpose of this meeting is to consider a resolution to accept the Drayton2020 Draft Neighbourhood Development Plan

ACTION: Clerk to book the Caudwell Day Centre or Village hall if this is unavailable.

116/2013-14 RIGHTS OF WAY & CONSERVATION WORKING GROUP (Graham Webb)

Overgrown Hedges. It was **noted** that there are a number of overgrown hedges that are obstructing footpaths within Drayton. It was **resolved** for Graham Webb to draft a leaflet that can be posted through home owners' doors requesting that they trim their hedges.

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

ACTION: Graham Webb to draft a leaflet that can be posted through home owner's doors requesting that they trim their hedges.

117/2013-14 LEISURE & GENERAL PURPOSES WORKING GROUP (Richard Williams)

Village Caretaker and Grass Contractors' Reports were received and **noted**. It was also **noted** that Stephen Sadler (village caretaker) has done a good job painting the benches and also fencing in the Lockway playground.

118/2013-14 PRESS & PUBLIC RELATIONS WORKING GROUP (Laurence Zipson)

(a) Parish Council's Logo and Signage. Laurence Zipson presented a number of draft logo designs featuring Drayton's eight bells and shield. It was **resolved** for Laurence to progress the design.

Proposed: Richard Webber **Seconded:** Graham Webb **Resolved Unanimously**

ACTION: Laurence Zipson to progress the Parish Council's Logo design to include clangers on the bells and an enlarged Ox.

(b) Blue Plaque. The Diocese for St Peters Church will not allow the blue plaque to be attached to the Saxon tower of the Church and are proposing a location on the wall next to the tower. The Council is concerned as this location is low to the ground. It was **agreed** to defer this item to the next Parish Council meeting.

(c) **Chronicle Special Issue.** It was **noted** that the Chronicle for July 2014 will be a special issue with lots of WWI material in it (the war began on 28th July 1914).

119/2013-14 MILTON ROAD ACCIDENT

On 23rd September a person was killed and is now the 4th death within a few years along this stretch of road. Richard Webber agreed that the road is dangerous but explained that OCC have not taken action due to all the deaths being caused by individuals driving too fast and killing just themselves. Also, OCC currently does not have the funds to pay for any alterations to the road. It was **resolved** to ask Milton Park to pay for a 40mph speed limit but, in principle, the Parish Council could also make a contribution.

Proposed: Julian Fowler

Seconded: Daniel Scharf

Resolved Unanimously

ACTION: Richard Webber to ask Milton Park to pay for a 40mph speed limit along Milton Road and the Parish Council could also make a contribution.

Naomi Broomfield left the meeting at 9:27pm

120/2013-14 NEWS FROM COUNTY & DISTRICT COUNCILLOR (Richard Webber)

VWHDC moving to Crowmarsh Gifford. With less than 2 days notice, and after 15 minutes discussion, the VWHDC Cabinet has announced a proposal to move most of its staff to Crowmarsh Gifford. The decision has been taken by "delegated decision". It will not therefore come to the full Council for ratification. Richard Webber believes that it represents a "downgrade" for Abingdon and a partial takeover of VWHDC by SODC. See Vale website Cabinet Meeting Oct 4th Item 7 for more information. If individuals have any comments on the way this decision has come about and the decision itself, they are invited to contact Vale HQ and let them know.

121/2013-14 CORRESPONDENCE

The items on the List of Correspondence received were **noted** and the points below were provided as additional information:

(a) Defibrillator. On 29th September, Tony Holmes requested that the Parish Council consider procuring a defibrillator for the village. It was **resolved not** to procure a defibrillator due to Drayton's close proximity to Abingdon hospital and rapid ambulance response times and reservations about untrained users.

Proposed: Daniel Scharf

Seconded: David Mercer

Resolved Unanimously

ACTION: Deputy Clerk to draft and circulate a response letter to be sent to Tony Holmes.

(b) Town & Parish Forum. On 13th November at the Abingdon Guildhall. The aim of the meeting is to provide an opportunity for discussion concerning local issues and, for local councils, the opportunity to influence strategic thinking and operational practices. The evening will begin with some time for networking, and an opportunity to visit information stands and talk to officers about specific issues affecting your town or parish either informally or privately using one of four walk-in surgeries covering specific topics you have requested. David Mercer may attend this meeting.

(c) Getting it Built. On 29th November in London. This is a free regional community led housing event about building new homes through Cohousing, Self Help, Community Land Trust, Self-Build or Cooperative housing projects. Daniel Scharf plans to attend this event.

(d) Town Team Initiative Event. On 15th October in Wantage. This even will explain how to set up or strengthen a Town Team, tackle common town challenges by 'rethinking the town centre', make the most of new planning rights and policy. Janet Manning may attend this event.

122/2013-14 ITEMS TO BE NOTED FROM PARISH COUNCILLORS

There were no items to be noted.

123/2013-14 RESERVED BUSINESS

No members of the Public or Press were present so no resolution to exclude was necessary.

Fence in the burial ground.

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

Richard Williams (Vice Chairman) assumed the Chair.

On 5th September, the home owner responded to the Parish Councils letter thus the Parish Council did not send a final warning letter. The home owner is still adamant that the land is rightfully theirs. It was **resolved** for the Parish Council to discuss the matter with solicitors and have them send a letter to home owner and start legal proceedings to have the offending fence removed from Parish Council land.

Proposed: Richard Williams **Seconded:** Pat Athawes **Resolved Unanimously**

ACTION: Clerk to contact solicitors to have offending fence removed from Parish Council land.

Daniel Scharf reentered the room and resumed the Chair.

102/2013-14 THE DATE OF THE NEXT PARISH COUNCIL MEETING

The date of the next Parish Council meeting was confirmed as **MONDAY 4th NOVEMBER 2013 at 7:30pm** in the Caudwell Day Centre, Gravel Lane, Drayton.

The meeting concluded at 10:10pm

Signed:

Date: 4th November 2013

Name: Daniel Scharf

Role: Chairman, Drayton Parish Council