



# Drayton Parish Council

www.DraytonPC.org

**Minutes of the Meeting of Drayton Parish Council**  
**Held on Monday 3<sup>rd</sup> November 2014 at 7:30pm**  
**At the Caudwell Day Centre, Gravel Lane, Drayton, OX14 4HF**



**Present:** Richard Williams (Chairman), Laurence Zipson (Vice Chairman), Mark Jesson, Richard Webber (arrived at 8:20pm), Patricia Athawes.

**Not Present:** Naomi Broomfield, Graham Webb, Janet Manning, Stuart Davenport.

**In Attendance:** David Perrow (Parish Clerk and Responsible Financial Officer) (left at 8:35pm), Christopher Price (Deputy Parish Clerk and Meeting Administrator).

## **141/2014-15 Apologies for Absence.**

Apologies for absence had been received from Richard Webber (late arrival), Naomi Broomfield, Graham Webb, Janet Manning and they were **noted**.

## **142/2014-15 Public Participation.**

1 member of the public was present.

## **143/2014-15 Declarations of Interest, Dispensations and Use of Delegated Powers.**

There were no declarations of interest at this stage of the meeting, nor any dispensations received in advance by the Clerk needed for consideration. There were no reports on use of delegated powers to report at this meeting.

## **144/2014-15 Minutes.**

**Minutes of the Previous Parish Council Meeting** held on 6<sup>th</sup> October 2014 were **confirmed** with no amendments. Richard Williams (Chairman) signed the minutes as a correct record.

**Proposed:** Patricia Athawes

**Seconded:** Laurence Zipson

**Resolved: Unanimously**

## **145/2014-15 Action Checklist from the Previous Meeting.**

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

**(a) New Beech Hedge on the Green, The Stables.** Katharine Brothers (Assistant Land Registrar, Land Registry Gloucester Office) sent a letter dated 30<sup>th</sup> October 2014 to the Clerk requesting more evidence that the land (title number: ON315203) adjoining The Stables, The Green, belongs to the Parish Council. The Parish Council now has 6 Statutory Declarations (from Drayton Parishioners) stating that this land has always been part of the historic Village Green and also has maps from the Earl of Plymouth Estates that show this land as part of the Village Green. Kerry Dearden (one of the owners of Stable barn) sent an email on 31<sup>st</sup> October 2014 to the Clerk with a list of 6 questions regarding the maintenance and use of the land. It was **agreed** to give the Deardens 1 week to remove the hedge or the Parish Council will remove it.

**ACTION:** Clerk to send a letter to the Deardens instructing them to remove the hedge and send more evidence to the land registry. Clerk, Deputy Clerk, Richard Williams, Janet Manning and Steven Sadler (Village Caretaker) to remove the beech hedge if not already done by the new deadline.

**(b) Land for Sale.** The Clerk sent an email on 3<sup>rd</sup> November 2014 to the land owner of the paddock behind the burial ground enquiring whether he would be willing to part with it. It was **noted** that there are plans for a new farmyard complex along BW8 with access from the High Street.

**(c) Sutton Wick/Casa Mia, Wild Flower area.** The Deputy Clerk sent an email on 27<sup>th</sup> October 2014 to Drayton Construction Ltd requesting a quotation for 5 or 6 rocks placed along a grass area to stop cars parking on it. Drayton Construction has not responded.

**ACTION:** Deputy Clerk to request quotations from other companies.

(e) **Lockway Playground, Dog Excrement.** Richard Williams reported on dog excrement in his Chronicle report. Sandra Syphas (Police Community Support Officer) has put up signs and is regularly patrolling the playground. There have been no new reports of dog excrement.

(f) **Access around Golf Course.** The Deputy Clerk has still not had a response to the email and letter he sent on 15<sup>th</sup> September 2014 to Jonathan Draycott (Director of Golf, Drayton Park Golf Club).

**ACTION:** Deputy Clerk to telephone Jonathan Draycott.

**146/2014-15 Finance & Personnel Committee** (Naomi Broomfield was unable to attend the meeting).

	<b>Payments</b>	<b>Invoice Amount</b>	<b>Including VAT</b>
OSA 1906 s10	Steven Sadler - Village Caretaker Invoice	*£168.75	nil
LGA 1972 s112	Clerk's Salary incl. D2020 25 hrs o/t PC: £157.23; Drayton2020: £353.76	*£510.79	nil
LGA 1972 s112	Deputy Clerk's Salary	*£306.44	nil
LGA 1972 s111	HM R&C Tax and NI PC: £155.12 Drayton2020: £49.08	*£204.20	nil
LGA FP 1963 s5	Clerk's Expenses	*£47.14	£0.43
LGA 1972 s134 (4)	Caudwell Day Centre Room Hire July/August/Sept PC: £37.50 Drayton2020: £20.00	£57.50	nil
LGA 1972 s.142	Drayton Chronicle – Advert for D2020 Traffic Workshop	£6.00	nil
LGA 1972 s.111	RWHG Hornsby – Swearing Statutory Declarations	£30.00	nil
	Wicksteed Quotation - Lockway Play Area – 110598 Total Excluding VAT: £22,200.00 (Subject to approval)		
	<b>Total payments this month</b>	£1,330.82	£0.43
	<b>Receipts</b>		
	Burial and Memorial fees		£100.00
	<b>Total Receipts this month</b>		£100.00

(a) **Bank Reconciliation.** Current account £46,058.35, Deposit Account £19,527.39, Undrawn cheques £160.00, Unbanked payments £50. **Total funds = £65,475.74 excluding payments above.**

(b) **Grant Applications.** There were no grant applications for consideration.

(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: Richard Williams and Patricia Athawes. Richard Williams and Patricia Athawes signed the cheques for the remaining (unstarred) payments.

(d) **Steven Sadler (Village Caretaker)** phoned the Clerk on 21<sup>st</sup> October 2014 to report that he was laid up with a slipped disc. He had been to the John Radcliffe hospital over the weekend, so is getting treatment but is in considerable pain, so is unable at present to undertake any duties as Village Caretaker. It was **noted** that if Steven Sadler is not back soon, the Parish Council we will need to consider action to keep the litter bins (Lockway Playground / Millennium Green / Lyford Close BMX track) emptied and any other essential tasks (litter picking).

(e) **Wicksteed Quotation, Lockway Play Area, Ref: 110598. Total Excluding VAT: £22,200.00.** Jodie Midlane (Area Sales Manager, Wicksteed Playscapes) sent an email on 16<sup>th</sup> October 2014 to the Clerk with a quotation attached for the Lockway Play Area phase 2 upgrade. It was **agreed** that the slide and wet pour needs replacing. There was doubts whether either or both the rocking horse and elephant should be retained or replaced, and if replaced with what. It was **agreed** to consult Drayton Community School and DAMASCUS and then obtain 2 more quotations.

**ACTION:** Patricia Athawes (Drayton Community Primary School Representative) and Naomi Broomfield (DAMASCUS Project Representative) to consult.

(f) **2015-16 Budget Guidance for the Finance Committee.** The Clerk is unable to attend the Finance and Personnel Committee Meeting on 10<sup>th</sup> November 2014. It was **agreed** to change the date of this meeting to 24<sup>th</sup> November 2014.

**ACTION:** Clerk to book meeting room.

**147/2014-15 Drayton2020 Neighbourhood Plan** (Richard Williams).

**(a) Drayton Neighbourhood Development Plan 2014-2031 (NDP).** The public consultation period for the NDP on the Vale's website ended on 27<sup>th</sup> October 2014, it was **noted** that there have been 90 responses to the NDP consultation. The NDP is now with our preferred independent examiner - Mrs Alyson Linnegar. The examiner's task is not to comment on the specifics of the Plan – e.g. whether he or she approves a particular policy or choice of housing site; but to state whether the NDP as a whole meets the so-called 'Basic Conditions'. The Plan must 'contribute to the achievement of sustainable development'. It must conform to the policies in the Vale's Local Plan and to national policy as set out in the National Planning Policy Framework. It must also be compatible with European law. Provided all these conditions are met, the NDP should pass its examination, although the examiner may ask for minor changes in the detail. If the Plan passes, it then proceeds to referendum, which we hope will take place in February 2015.

**(b) Traffic Calming Workshop.** This public event will be held on 21<sup>st</sup> November 2014 in the Village Hall. Free lunch (soup, bread and cheese) will be served at 12:30pm and the workshop will start at 1:00pm. Developers will join us and do a 15 minute introduction. The workshop will cover managing traffic in a rural setting, slowing traffic, traffic volume, A34, methods of transport and access.

**Richard Webber arrived at 8:20pm.**

**(c) VWHDC Review of Drayton Conservation Area.** Martin Small (Historic Environment Planning Adviser, English Heritage) sent a letter dated 29<sup>th</sup> July 2014 to the Clerk with his response to the Drayton Neighbourhood Development Plan 2014-2031 consultation. It was **resolved** to write to the VWHDC and ask that the conservation area be reviewed and extended to include the Millennium Green and the historic buildings in Sutton Wick.

**Proposed:** Laurence Zipson

**Seconded:** Mark Jesson

**Resolved: Unanimously**

**ACTION:** Clerk to write to the VWHDC and request that the conservation area be extended to include the Millennium Green and the historic buildings in Sutton Wick.

**148/2014-15 New Beech Hedge on the Green, The Stables.**

This item of business was discussed earlier in the meeting under item 145/2014-15 Action Checklist from the Previous Meeting (a).

**149/2014-15 Village Notice Boards.** Jennifer Pooley sent an email on 25<sup>th</sup> October 2014 to the Clerk stating that the notice board on the Green is in a mess and really lets down the 'look & feel' of the village as it had many torn out-of-date posters and is covered in staples and torn bits of paper. On 26<sup>th</sup> October 2014, the Deputy Clerk removed the staples. Jennifer Pooley also complained about the surface of the notice board at the end of Eastway, stating that it is so hard that it hurts the fingers to put in drawing pins. The minutes from 2<sup>nd</sup> June 2014 read:

**051/2014-15 Event Signage**

**(b) Noticeboards.** It was **noted** that the new pin board material that has been installed on the Green is superior to the standard pin board material.

It was **agreed** to change all the noticeboards in the Village to the new pin board material.

**ACTION:** Deputy Clerk to get costing for replacing all the other noticeboards in the Village to the new pin board material.

**150/2014-15 Southern Electric Power Distribution.** Helen Vass (Customer and Community Advisor, Southern Electric Power Distribution) sent an email on 14<sup>th</sup> October to the Clerk stating that during an outage, Helen Vass will focus on speaking with/visiting customers that are listed as a vulnerable customer on her Priority Service Register. Helen Vass is hoping to work closely with the Parish Council to help aid us in our own storm resilience plan and offer assistance where she can. It was **noted** that Drayton does not have an Emergency Plan. It was **agreed** to advertise in the Chronicle and on the Village Website for a volunteer to take the lead on Emergency Planning and meet with Helen Vass.

**ACTION:** Richard Williams to advertise in the Chronicle and Laurence Zipson to advertise on the Website for a volunteer to take the lead on Emergency Planning and meet with Helen Vass.

David Perrow left at 8:35pm

**151/2014-15 Rights of Way & Conservation Working Group** (Graham Webb was unable to attend the meeting).

**FP14.** It was **noted** that the railway sleepers along FP14 still need putting back. It was **agreed** to remind Mark Sumner (OCC Environment and Economy Countryside Service).

**ACTION:** Deputy Clerk to remind Mark Sumner that the railway sleepers still need putting back.

**152/2014-15 Leisure & General Purposes Working Group** (Richard Williams).

(a) **Village Caretaker and Grass Contractors' Reports** were received and **noted**.

(b) **Steven Sadler (Village Caretaker) Out of Action.** This item of business was discussed earlier in the meeting under item 146/2014-15 Finance & Personnel Committee (d).

**153/2014-15 Press & Public Relations Working Group** (Laurence Zipson).

There were no items to discuss.

**154/2014-15 Planning Committee Business** (Richard Williams).

Ref	Address	Details	Parish	VWHDC
P14/V02 96/FUL	3 Marcham Road Drayton Abingdon OX14 4JH	Erection of 1 x Semi-detached house and 2 x 1 bedroom maisonettes in a 2 storey block for Social Housing use.	Response with comment.	Pending.
P14/V02 96/FUL	Land Adjacent To 3 Marcham Road Drayton Abingdon OX14 4JH	Amendment - Erection of 1 x Semi-detached house and 2 x 1 bedroom maisonettes in a 2 storey block for Social Housing use.	Noted.	Pending.
P14/V11 33/LB P14/V11 32/FUL	3 Church Lane Drayton OX14 4JS	Erection of new dwelling and creation of new dropped kerb and vehicular access by demolishing a section of the boundary wall.	Response with comment.	Pending.
P14/V11 96/FUL	Land East of Drayton Road Abingdon	159 Residential Dwellings, Open Space, a New access off Drayton Road (to include removal of 7 TPOd Lime Trees), engineering works, infrastructure works, car parking and lighting.	Objection with comment	Pending.
P14/V19 63/LDP	Lincoln House Barrow Road Drayton OX14 4SU	New rear single storey extension to meet with Class A requirements.	NA.	Pending.
P14/V19 70/HH	12 High Street Drayton OX14 4JL	Demolition of existing single storey 'lean to' structures at side and rear. Construction of new single storey side and rear extensions with part two storey rear extension.	Supporter.	Planning Permission 24 <sup>th</sup> Oct.
P14/V19 75/LB	The Stables The Green Drayton OX14 4JA	Retention of three elements of work completed in 2004 that are not in full accordance with the planning approval. The three areas relate to 1) construction of a new imitation inglenook fireplace, 2) a roof light on the east elevation in a higher position than the drawing and 3) installation of two additional rooflights on the west elevation.	Response with comment.	Listed Building Consent 15 <sup>th</sup> Oct.
P14/V19 57/LB	The Stables The Green Drayton Abingdon OX14 4JA	Installation of new windows and increase height of existing flue (part works already carried out, part proposed works and part works to be implemented under permission P04/V0596/LB).(amend design of existing windows to oak mullions with opening casements).	Objection with comment.	Pending.
P14/V19 86/LB	The Stables The Green Drayton Abingdon OX14 4JA	Demolition of internal replica inglenook fire surround and replace with a wood burning stove mounted on natural stone.	Response no objection.	Pending.
P14/V22 46/HH	Lincoln House Barrow Road Drayton Abingdon OX14 4SU	External Upgrade: replacement windows, new fascias/soffits, rainwater pipes and guttering & external timber cladding	Pending. (29 <sup>th</sup> Oct)	Pending.
P14/V22 16/LB	The Stables The Green Drayton Abingdon OX14 4JA	Insertion of two high level roof lights on east elevation (Retrospective)	Pending. (5 <sup>th</sup> Nov)	Pending.

P14/V11 96/FUL	Land East of Drayton Road Abingdon	158 residential dwellings, open space, a new access off Drayton Road (to include the removal of 7 TPO'd Lime Trees), engineering works, infrastructure works, car parking and lighting.(as amended by drawings received 13 October 2014)	Pending. (12 <sup>th</sup> Nov)	Pending.
P14/V21 08/HH	14 Lockway Drayton Abingdon OX14 4LG	Proposed new porch	Pending. (13 <sup>th</sup> Nov)	Pending.

**(a) Proposed Pelican Crossings, A415 Marcham Road and Ock Street, Abingdon.** A scrutiny committee "called in" the decision of the Cabinet member to deem the proposed pelican crossings in Ock Street and Marcham Road "safe". The committee was not satisfied that the decision was made properly, and has referred it back to the Mount Cabinet for reconsideration. The Taylor Wimpey development (P14/V1196/FUL) in South Abingdon is further delayed.

**(b) Land to the rear of Halls Close.** Blue Cedar Homes propose a development of up to a maximum of 20 homes on this site. On 20<sup>th</sup> October 2014, Derek and Jennifer Pooley held a meeting with local residents to discuss this proposed development.

#### **155/2014-15 News from District & County Councillor (Richard Webber).**

**(a) Sutton Courtenay Warehouse.** On 15<sup>th</sup> October 2014, The Honourable Edward Vaizey (Wantage MP) hosted a meeting apropos the controversial plans for a "enormous" new warehouse in Sutton Courtenay on Harwell Road. Diageo plc (a British multinational alcoholic beverages company) has submitted a revised application for the warehouse after the VWHDC rejected the first plan in May.

**(b) Area Stewardship Grant.** Richard Webber reported that he will be using some of this money to repair the Abingdon Road at the pedestrian crossing, near the junction with Lesparre Close.

#### **156/2014-15 Correspondence.**

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

**Bus Service Consultation.** Tim Darch (Assistant Public Transport Officer, OCC) sent an email on 19<sup>th</sup> September 2014 to the Clerk with details of a bus service consultation. Daniel Scharf (Public Transport Liaison Representative) sent an email on 31<sup>st</sup> October 2014 to the Clerk with his suggested response. It was **agreed** that the Parish Council should respond to consultation with Daniel Scharf's suggested response.

**ACTION:** Deputy Clerk to respond to the consultation with Daniel Scharf's suggested response.

#### **157/2014-15 Items to be noted from Parish Councillors.**

**Steventon Bridge.** Due to the electrification of the Great Western Railway, Steventon Bridge will be closed early next year for approximately eight months.

#### **158/2014-15 The Date of the next Parish Council Meetings.**

**(a) The Date of the next Parish Council Meeting** was confirmed as Monday 1<sup>st</sup> December 2014, at 7:30pm, in the Caudwell Day Centre, Gravel Lane, Drayton.

**(b) The Date of the next Finance and Personnel Committee Meeting** was confirmed as Monday 24<sup>th</sup> November 2014, at 7:30pm, in the Caudwell Day Centre, Gravel Lane, Drayton.

#### **The meeting concluded at 9:15pm**

**Signed:**

**Date: 1<sup>st</sup> December 2014**

**Name: Richard Williams**

**Role: Chairman, Drayton Parish Council**