



Drayton Parish Council

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Minutes of the Meeting of Drayton Parish Council

Held on Monday 1st December 2014 at 7:30pm

At the Caudwell Day Centre, Gravel Lane, Drayton, OX14 4HF



Present: Richard Williams (Chairman), Laurence Zipson (Vice Chairman), Janet Manning, Graham Webb, Mark Jesson, Patricia Athawes, Naomi Broomfield (arrived at 7:35pm).

Not Present: Richard Webber, Stuart Davenport.

In Attendance: David Perrow (Parish Clerk and Responsible Financial Officer), Christopher Price (Deputy Parish Clerk and Meeting Administrator).

It was **noted** that the Parish Council is 120 years old, the first meeting was held on 4th December 1894.

159/2014-15 Apologies for Absence.

Apologies for absence had been received from Richard Webber and were **noted**.

160/2014-15 Public Participation.

6 members of the public were present.

(a) **Doves.** Mr Mabbitt from Lesparre Close reported on excessive numbers of doves causing a mess and health issues. It was **noted** that this may be a matter for the VWHDC environmental protection team.

ACTION: Richard Webber to investigate the matter.

Naomi Broomfield arrived at 7:35pm.

(b) **P14/V2540/FUL** (see 173/2014-15 Planning Committee Business for details). David Russell from Gilbourn's Farm expressed concerns over the size of this proposed new farmyard complex development. Matter continued under 173/2014-15 Planning Committee Business (b).

(c) **P14/V2531/FUL** (see 173/2014-15 Planning Committee Business for details). Paul and Wilmer Manthorpe from Milton Garden Machinery spoke and answered questions regarding the planning application to convert an existing maintenance building into a 2-bed single storey dwelling. Matter continued under 173/2014-15 Planning Committee Business (c).

(d) **DAMASCUS Youth Project.** Roxy Elford (Youth and Community Work Area Manager) explained how the DAMASCUS Youth Project has been engaging with the local youth community.

(e) **Drayton Football Club Grant Applications.** Richard Seamark is in the process of compiling the latest end of year accounts (2013-14) for the football club. It was **noted** that the Parish Council cannot authorise grant applications without this information.

(f) **Community Garden.** Richard Seamark spoke about plans for a community garden at Stonehill House, Stonehill Lane.

161/2014-15 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.

162/2014-15 Minutes.

Minutes of the Previous Parish Council Meeting held on 3rd November 2014 were **confirmed** with no amendments. Richard Williams (Chairman) signed the minutes as a correct record.

Proposed: Mark Jesson

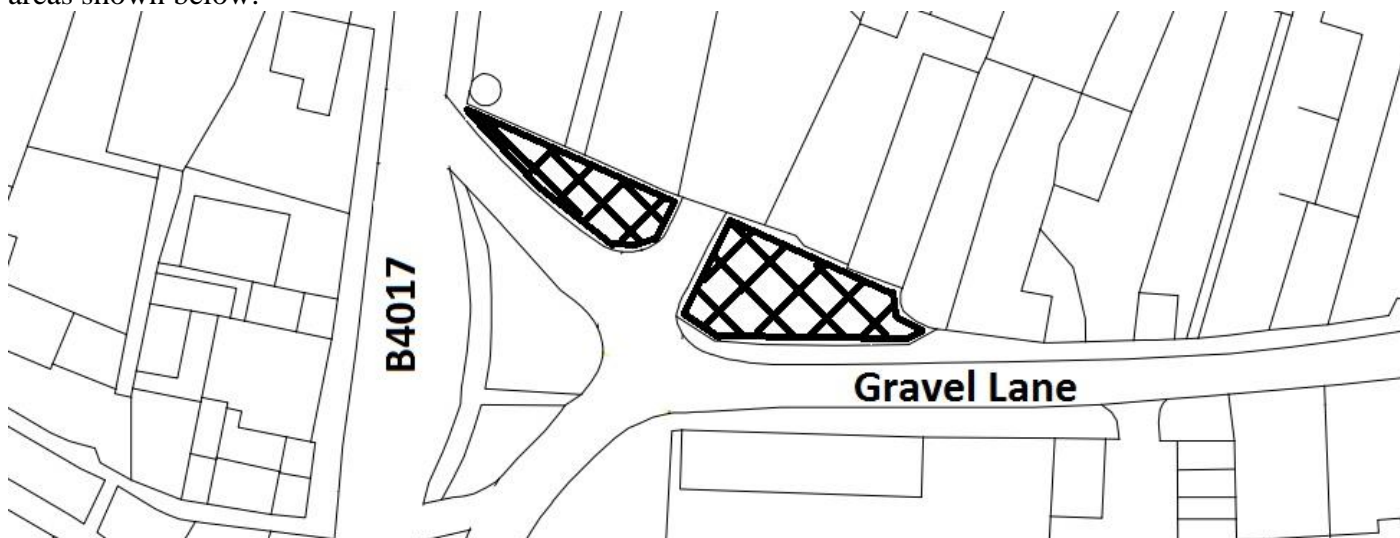
Seconded: Patricia Athawes

Resolved: Unanimously

163/2014-15 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. Kerry Dearden (one of the owners of Stable barn) sent an email on 9th November 2014 to the Clerk reporting that her husband had removed the beech hedge. On 11th November 2014, the Parish Council collected leaves, strimmed and planted bulbs within the hatched areas shown below:



The Clerk has sent Katharine Brothers (Assistant Land Registrar, Land Registry Gloucester Office) more evidence that the land (title number: ON315203) adjoining The Stables, The Green, belongs to the Parish Council.

(b) Access around Golf Course. The Deputy Clerk has telephoned Drayton Park Golf Club 3 times since the last meeting and has still not had a response to the email and letter he sent on 15th September 2014 to Jonathan Draycott (Director of Golf, Drayton Park Golf Club).

(c) FP14. Minutes from 1st July 2013 state:

055/2013-14 PUBLIC PARTICIPATION

(a) Car damage to Footpath FP14. On 23rd June, a group of young males managed to get a four wheel drive vehicle jammed in the ditch running alongside FP14. In so doing, or in trying to get the car out three sections of the railway sleepers that were originally used to reinforce the side of the path have been dislodged, a tree has been chopped down and a sizeable chunk of a wall has been destroyed in order to raise the vehicle out of the ditch. There has been considerable damage to private and Parish Council property.

The railway sleepers still need replacing. Mark Sumner (OCC Environment and Economy Countryside Service) sent an email on 11th November 2014 to the Deputy Clerk stating: “This issue is not of any priority to the council to repair however we will look at replacing/repairing it in due course.”

(d) Sutton Wick/Casa Mia, Wild Flower area. The Deputy Clerk made a telephone call on 1st December 2014 to Wicklesham Quarry, Faringdon and obtained a verbal quotation for 5 or 6 rocks to be placed along a grass area to stop cars parking on it.

ACTION: Deputy Clerk to request a quotation from Adrian White Building Supplies, Kidlington.

164/2014-15 Finance & Personnel Committee (Naomi Broomfield).

	Payments	Invoice Amount	Including VAT
OSA 1906 s10	Steven Sadler - Village Caretaker Invoice	*£187.50	nil
OSA 1906 s10	Lee Collins - Grass Cutting Invoice (Oct)	*£590.00	nil
LGA 1972 s112	Clerk’s Salary incl. D2020 25 hrs o/t PC: £157.23 Drayton2020: £353.76	*£510.99	nil
LGA 1972 s112	Deputy Clerk’s Salary	*£306.24	nil
LGA 1972 s111	HM R&C Tax and NI PC: £116.69 Drayton2020: £87.51	*£204.20	nil
LGA FP 1963 s5	Clerk’s Expenses	*£75.23	nil
LGA 1972 s.142	Janet Manning (Drayton2020 advertising)	£74.50	nil
	Total payments this month	£2422.66	nil
	Receipts		

	Burial and Memorial fees	£200.00
	Developer contribution to D2020 Exhibition Costs	£500.00
	Total Receipts last month	£700.00

(a) **Bank Reconciliation.** Current account £44,635.53, Deposit Account £19,527.39, Undrawn cheques £18.00, Unbanked payments £650.00. **Total funds = £64,794.92 excluding payments above.**

(b) **Grant Applications.** The Drayton Football Club grant applications were deferred to next month's meeting as the Parish Council cannot authorise these grant applications without the Football Clubs latest end of year accounts (2013-14).

(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 Naomi Broomfield. Richard Williams and Naomi Broomfield signed the cheques for the remaining (unstarred) payments.

(d) **Budget Setting and Precept 2015-16.** On 24th November 2014, the Finance and Personnel Committee held a meeting and the recommendations from this meeting were considered by the Council.

▪ **Agree the Parish Council Budget for 2015-16.** It was **Resolved** to accept the recommendation laid out by the Finance and Personnel Committee.

Proposed: Laurence Zipson **Seconded:** Naomi Broomfield **Resolved: Unanimously**

▪ **Set the Level of Charges for 2015-16.** The following increases were recommended: Allotments: With effect from 1st April 2016 (1 year's notice): £12.00 charge to be raised to £15.00; £6.00 to be £7.50; £9.00 to be £11.25. Burials: With effect from 1st April 2015: Charges to be £55.00/£110.00/£125.00 & £250.00. It was **Resolved** to accept the recommendation laid out by the Finance and Personnel Committee.

Proposed: Graham Webb **Seconded:** Janet Manning **Resolved: Unanimously**

▪ **Set the Precept for 2015-16.** In order to achieve a balanced budget the precept recommended is unchanged from this year's level of £40,000.00. On the basis of the expenditure, charges and precept above, a balanced budget with income and expenditure of £61,800.00 (including £18,000.00 moved from Reserves). It was **Resolved** to accept the recommendation laid out by the Finance and Personnel Committee.

Proposed: Mark Jesson **Seconded:** Patricia Athawes **Resolved: Unanimously**

(e) **2014-2016 National Salary Award.** It was **noted** that the Clerk and Deputy Clerk will receive a pay award on 1st January 2014 as a one-off payment of £100.00.

165/2014-15 Drayton2020 Neighbourhood Plan (Richard Williams).

(a) **Drayton Neighbourhood Development Plan 2014-2031 (NDP).** The independent examiner of the NDP (Alyson Linnegar) has decided to hold a public hearing which will take place on 12th December 2014 at Drayton Village Hall. The hearing is open to members of the public to attend, but only invited representatives will be permitted to take part in discussions. Richard Williams will represent the Parish Council. After carrying out the hearing the examiner will deliver her report (the examiner's report), which will set out whether the plan should proceed to the next step of a local referendum and if so whether the plan should be modified in any way before it is subject to a local referendum.

(b) **Traffic Calming Workshop.** This public event was held on 21st November 2014 and around 70 Draytonian residents attended. Tom Shebbeare (Drayton2020, Vice Chairman) welcomed people, Nigel Millington (Phil Jones Associates, transport planning consultants) gave a presentation in which he said that traffic movements are increasing with the increasing population and Paul Fermer (Locality Manager, OCC) answered questions on behalf of OCC. The obvious solution to traffic is to build bigger and better roads but this isn't always the answer, with bigger and better routes, people tend to use them more. Like water finding the easiest path.

166/2014-15 Calendar dates 2015. The dates for the 2015 Parish Council and Finance & Personnel Committee meetings were **agreed**. The General, Vale and Parish elections will all be held on 7th May 2015 and the old Council will retire 11th May 2015. It was **noted** that the 11th May 2015 may be a bit tight if the Parish Council election is contested.

167/2014-15 New Beech Hedge on the Green, The Stables.

This item of business was discussed earlier in the meeting under item 163/2014-15 Action Checklist from the Previous Meeting (a).

168/2014-15 Lockway Play Area.

Patricia Athawes (Drayton Community Primary School Representative) and Naomi Broomfield (DAMASCUS Project Representative) still need to consult.

169/2014-15 Village Notice Boards.

Changing all the notice boards in the Village to the new pin board material will take place in the spring.

170/2014-15 Rights of Way & Conservation Working Group (Graham Webb).

There were no items to discuss.

171/2014-15 Leisure & General Purposes Working Group (Richard Williams).

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

Steven Sadler (Village Caretaker). It was **noted** that Steven Sadler is getting better and is able to undertake some non-strenuous tasks for the Parish Council.

172/2014-15 Press & Public Relations Working Group (Laurence Zipson).

There were no items to discuss.

173/2014-15 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.	Response – with Comment.	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 TPO'd 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.	Certificate of Lawful Use or Dev 28th 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.	Listed Building Consent on 17th Nov
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	Supporter	Granted.
P14/V22 16/LB	The Stables The Green Drayton Abingdon OX14 4JA	Insertion of two high level roof lights on east elevation (Retrospective)	Supporter	Granted.
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	Objector with comment.	Pending.

		parking and lighting.(as amended by drawings received 13 October 2014)		
P14/V21 08/HH	14 Lockway Drayton Abingdon OX14 4LG	Proposed new porch	Supporter	Granted
P14/V25 31/FUL	Milton Garden Machinery Milton Road, Drayton Abingdon OX14 4EZ	Conversion of existing maintenance building into 2-bed single storey dwelling	Pending. 3 rd Dec	Pending.
P14/V25 40/FUL	Land East of Drayton, Drayton Road, Drayton Abingdon OX14 4HA	The erection of a new farmyard complex comprising a 4000 tonne grain store, straw barn, workshop and two smaller grain storage buildings. There will be a concrete apron area and weighbridge, with a new access track and entrance. The proposal also includes a landscaping scheme.	Pending. 17 th Dec	Pending.
P14/V25 46/LB	Sutton Wick House 18 Sutton Wick Lane Drayton OX14 4HJ	Repairs to roof, general repairs to fabric, re-fit kitchen and bathrooms, new central heating systems and fire separation between flats. (Works already carried out)	Pending. 17 th Dec	Pending.
P14/V26 07/HH	Stonehill Cottage Stonehill Lane Drayton Abingdon OX14 4AA	Two storey side extension to the north aspect and single storey to the South.	Pending. 12 th Dec	Pending.

(a) **P14/V1957/LB.** The VWHDC Planning Committee is considering this application on 1st December 2014. Richard Webber is attending this meeting.

(b) **P14/V2540/FUL.** This planning application is being circulated by the Planning Committee. Due to the size of this application and development, it was **agreed** to request that the deadline (17th December 2014) be extended.

ACTION: Deputy Clerk to email the VWHDC Planning Department and request an extension.

(c) **P14/V2531/FUL.** It was **agreed** that Richard Williams and Laurence Zipson should inspect this development.

ACTION: Richard Williams and Laurence Zipson to inspect this development on 2nd December 2014 at 12:15pm.

174/2014-15 News from District & County Councillor (Richard Webber).

Richard Webber was unable to attend the meeting.

175/2014-15 Look and Feel of the Village (Richard Webber).

Richard Webber was unable to attend the meeting.

176/2014-15 Correspondence.

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

(a) **Henley's Lane and Church Lane.** Shirley Thomas sent a letter dated 21st November 2014 to Richard Webber asking him to consider a proposal to turn Henley's Lane and Church Lane into a "No Thro' Road". It was **noted** that a road closure order would be required.

ACTION: Richard Webber to investigate "No Thro' Road" proposal.

(b) **High Sheriff of Oxfordshire's Annual Award.** Applications are invited for nominations for High Sheriff's Awards for the year 2014/15. The purpose of these awards is to recognise people in Oxfordshire who have made outstanding contributions to the communities in which they live and work. Nominees will usually have had a high impact on the lives of others over a sustained period of time and will be recognised by other people working in the nominee's area as inspirational and as setting an example for others to follow. The deadline for nominations is 16th January 2015.

ACTION: Councillors to think of nominations.

(c) **Holes in Hedge along Abingdon Road.** Andrew Beacroft sent an email on 20th November 2014 to the Clerk reporting on 3 holes that have appeared in the hedge along the Abingdon road. It was **noted** that new barbed wire fencing has been erected in the area where the holes in the hedge have appeared.

177/2014-15 Items to be noted from Parish Councillors.

(a) **Planning Committee.** Laurence Zipson asked for planning applications to bypass him during December.

(b) **Apologies for Absence.** Janet Manning is unable to attend the next meeting.

(c) Drayton Road Cycle Path. It was **noted** that the cycle path along the Drayton Road gets dangerously narrow as you enter Abingdon and the vegetation needs cutting back.

ACTION: Deputy Clerk to report matter to OCC.

(d) Contact Details. Due to a new job, a Councillor requested that their contact details be removed from the public domain.

ACTION: Deputy Clerk to remove Councillors contact details from the public domain.

178/2014-15 The Date of the next Parish Council Meetings.

The Date of the next Parish Council Meeting was confirmed as Monday 5th January 2015, at 7:30pm, in the Caudwell Day Centre, Gravel Lane, Drayton.

The meeting concluded at 9:04pm

Signed:

Date: 5th January 2015

Name: Richard Williams

Role: Chairman, Drayton Parish Council