



Drayton Parish Council

www.DraytonPC.org

Minutes of the Meeting of Drayton Parish Council

Held on Monday 5th January 2015 at 7:30pm

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



Present: Richard Williams (Chairman), Laurence Zipson (Vice Chairman), Graham Webb, Mark Jesson, Patricia Athawes, Naomi Broomfield, Richard Webber (arrived at 8:20pm), Stuart Davenport.

Not Present: Janet Manning.

In Attendance: David Perrow (Parish Clerk and Responsible Financial Officer) (left at 8:45pm), Christopher Price (Deputy Parish Clerk and Meeting Administrator).

179/2014-15 Apologies for Absence.

Apologies for absence had been received from Richard Webber (late arrival) and Janet Manning and were **noted**.

180/2014-15 Public Participation.

2 members of the public were present.

(a) **P14/V2504/FUL** (see 190/2014-15 Planning Committee Business for details). Daniel Scharf enquired about the sustainability of this planning application to erect 73 dwellings on land west of Abingdon Road. Daniel also asked whether this application is in accordance with the Drayton2020 Neighbourhood Development Plan 2014-2031. Matter continued under 190/2014-15 Planning Committee Business (b).

(b) **Drayton Football Club Grant Applications.** Richard Seamark submitted the latest end of year accounts (2013-14) for Drayton Football Club and water bills. Matter continued under 184/2014-15 Finance & Personnel Committee (b).

(c) **Community Garden.** Richard Seamark spoke about an open day and exhibition to present plans for a community garden at Stonehill House, Stonehill Lane.

181/2014-15 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. The Clerk had used his delegated powers to address Alyson Linnegar's (independent Examiner of the Drayton Neighbourhood Development Plan 2014-2031) report, so that the referendum is not delayed (Referendum expected end February/early March).

182/2014-15 Minutes.

Minutes of the Previous Parish Council Meeting held on 1st December 2014 were **confirmed** with no amendments. Richard Williams (Chairman) signed the minutes as a correct record.

Proposed: Laurence Zipson

Seconded: Mark Jesson

Resolved: Unanimously

Matters Arising.

North End of the Village Green. The Clerk received a telephone call on 4th January 2015 from Mr De Haan (Manor Farm) claiming that the land outside his house (12 Gravel Lane), on the Green, is his. The Clerk received an email on 5th January 2015 from Alastair Morrison (Burgess Salmon (law firm)) asking that the Parish Council explain the basis on which our application to register the land has been made, and what evidence has been adduced in support of this argument. It was **resolved** that the Clerk should send Alastair Morrison our evidence that shows this land as part of the historic Village Green.

Proposed: Patricia Athawes

Seconded: Mark Jesson

Resolved: Unanimously

ACTION: Clerk to send Alastair Morrison our evidence.

It was **noted** that Stuart Davenport does not have any concerns about the actual intent to recover the land where the beach hedge had been planted, but did express some concerns that the Parish Council may have given the impression of not attempting to resolve the situation by engaging all parties initially and to an outsider this approach may have seemed somewhat unfriendly and unduly combative.

183/2014-15 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) Overgrown Willow Tree, Sutton Wick Lane, Next to Pond. Jenks Group (Arboricultural Contractors) has inspected the willow tree and recommends the following: *'Weeping Willow to clear BT/Power lines. On the larger tree situated closer to the property, to remove lowest secondary limb over drive.'* Matter continued under item 184/2014-15 Finance & Personnel Committee (c).

(b) Access around Golf Course. The Deputy Clerk received an email on 2nd December 2014 from Steve (Drayton Park Golf Club) stating that the owners of the course are happy to help and support the community whenever possible as long as it does not affect their insurance. Steve will talk with their insurance provider and discuss the implications of a permissive footpath through the car park.

ACTION: Deputy Clerk to email Mark Sumner (OCC, Environment and Economy Countryside Service) and request information regarding insurance implications of a permissive footpath through a car park.

(c) Village Notice Boards. It was **agreed** to order the new pin board material.

ACTION: Clerk to order the new pin board material.

(d) Sutton Wick/Casa Mia, Wild Flower area. It was **agreed** that the Deputy Clerk and Graham Webb (Chairman, Rights of Way & Conservation Working Group) should visit Adrian White Building Supplies (Wyevale Garden Centre, South Hinksey, Oxford) and obtain a quotation for 5 or 6 rocks to be placed along a grass area to stop cars parking on it.

ACTION: Deputy Clerk and Graham Webb to visit Adrian White Building Supplies on 13th January 2015.

Richard Webber arrived at 8:20pm

(e) Parking Issue along Crabtree Lane. OCC Highways agree that parking restrictions along this road are unnecessarily restrictive.

ACTION: Richard Webber to leaflet and consult the residents in order to reduce parking restrictions and resolve the matter.

(f) Doves. Richard Webber has witnessed excessive numbers of doves within Lesparre Close. The VWHDC environmental protection team do not have any provisions for removing doves.

ACTION: Richard Webber to contact Mr Mabbitt (Lesparre Close) and suggest he contacts a pest control company.

(g) Parking Issue along Henley's Lane and Church Lane. It was **noted** that the issue of cars parking on the pavement has gone on for many years and there is no simple solution to the problem. All residents along the road need to be in agreement before changes can be made (i.e. turning it into a no thro' road). Richard Webber is still investigating the matter.

184/2014-15 Finance & Personnel Committee (Naomi Broomfield).

| | Payments | Invoice Amount | Including VAT |
|-------------------|--|----------------|---------------|
| OSA 1906 s10 | Steven Sadler - Village Caretaker Invoice | *£250.00 | nil |
| LGA 1972 s112 | Clerk's Salary PC: £172.80 Drayton2020: £172.79 | *£345.59 | nil |
| LGA 1972 s112 | Deputy Clerk's Salary | *£327.87 | nil |
| LGA 1972 s111 | HM R&C Tax and NI PC: £125.20 Drayton2020: £43.20 | *£168.40 | nil |
| LGA FP 1963 s5 | Clerk's Expenses | *£50.05 | nil |
| LGA FP 1963 s5 | Deputy Clerk's Expenses | *£39.25 | nil |
| LGA 1972 s134 (4) | Caudwell Day Centre – Hire Charge Oct/Nov/Dec 2014 | £77.50 | nil |
| S&AA 1908 s26 | Thames Water – Water Charges DIRECT DEBIT | *£10.64 | nil |
| | Grant - Drayton Football Club, Tilsley Park (subject to approval) | £174.00 | nil |
| | Grant - Drayton Football Club, Turf (subject to approval) | £300.00 | nil |
| | Jenks Oxford (Arboricultural Contractors) quotation No:4914 Total: £918.00 inc. VAT. – for discussion | | |
| | Total payments this month | £1,743.30 | nil |

| | | |
|--|----------------------------------|---------|
| | Receipts | |
| | Burial and Memorial fees | £200.00 |
| | Total Receipts last month | £200.00 |

(a) **Bank Reconciliation.** Current account £43,538.71, Deposit Account £19,527.39, Undrawn cheques: None, Unbanked payments: None. **Total funds = £63,066.10 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 until the Football Clubs latest end of year accounts (2013-14) have been inspected by members of the Finance and Personnel Committee.

ACTION: Deputy Clerk to scan and circulate accounts to the Finance and Personnel Committee.

(c) **Jenks Quotation.** The Jenks Oxford (Arboricultural Contractors) quotation No: 4914 Total: £918.00 inc VAT was considered. Due to practical reasons (the recent receipt of three quotes for similar work earlier in the summer and the unwillingness of some firms to visit again to quote when they believe they will not get the order for the work), it was **resolved** on this occasion to suspend the financial regulation that requires a minimum of 3 quotations for costs over £500.00 and to authorise this payment.

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

(d) **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 Graham Webb. Naomi Broomfield and Graham Webb signed the cheque for the remaining (unstarred) payment.

(e) **Re-appointment of the Internal Auditor for the 2014-15 Accounts Audit.** It was **resolved** to re-appoint Arrow Accounting (accounting, tax and audit specialists) as the Internal Auditor.

Proposed: Naomi Broomfield **Seconded:** Patricia Athawes **Resolved: Unanimously**

(f) **The Date of the next Finance & Personnel Committee Meeting** was confirmed as Monday 2nd February 2015, at 7:00pm, in the Caudwell Day Centre, Gravel Lane, Drayton.

David Perrow left at 8:45pm

185/2014-15 Drayton2020 Neighbourhood Plan (Richard Williams).

Drayton Neighbourhood Development Plan 2014-2031 (NDP). The independent Examiner of the NDP (Alyson Linnegar) has delivered her report (the Examiner's report); she concludes that the NDP meets all the basic conditions. However several modifications are required to ensure the plan policies are clear and unambiguous, and these are suggested changes are listed in her report and the VWHDC's decision notice. The NDP will now be revised and a new Referendum Copy incorporating these revisions will be published prior to the referendum at the end of February/early March.

186/2014-15 Lockway Play Area.

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

187/2014-15 Rights of Way & Conservation Working Group (Graham Webb).

Fallen Tree, at Junction of B4017 and Sutton Wick Lain. It was **noted** that a tree has fallen from the property 'Bay Tree House' and is partly blocking the footpath at the junction of the B4017 and Sutton Wick Lain.

ACTION: Deputy Clerk to photograph, draft letter, circulate and send to home owner.

188/2014-15 Leisure & General Purposes Working Group (Richard Williams).

Village caretaker and grass cutting contractors' reports were received and **noted**.

189/2014-15 Press & Public Relations Working Group (Laurence Zipson).

There were no items to discuss.

190/2014-15 Planning Committee Business (Richard Williams).

| Ref | Address | Details | Parish | VWHDC |
|---------|----------------|---|----------|----------|
| P14/V02 | 3 Marcham Road | Erection of 1 x Semi-detached house and 2 x 1 bedroom | Response | Pending. |

| | | | | |
|---------------------------------------|--|---|----------------------------------|--|
| 96/FUL | Drayton Abingdon OX14 4JH | maisonettes in a 2 storey block for Social Housing use. | - with comment. | |
| 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 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. | Listed Building Consent on 5 th Dec 2014. |
| 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) | Objector with comment. | Pending. |
| P14/V25 31/FUL | Milton Garden Machinery Milton Road, Drayton Abingdon OX14 4EZ | Conversion of existing maintenance building into 2-bed single storey dwelling | Supporter | Granted. |
| 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. 20 th Jan | 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) | None. | 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. | None. | Pending. |
| P14/V24 07/HH | New Cut Mill House Mill Road Abingdon OX14 5JZ | Replace the west wing outbuilding | None. | Pending. |
| P14/V26 09/FUL | Land rear of 122 Abingdon Road Drayton OX14 4HT | Erection of a two-bedroom dwelling. | Response with comment. | Pending. |
| P14/V25 04/FUL | Land west of Abingdon Road Drayton | Erection of 73 dwellings with associated access, parking, open space, sports pitches, new footpath connection to Corneville Road (full) and pavilion (outline element all matters reserved). | Pending. 25 th Jan | Pending. |

(a) **P14/V2540/FUL**. The deadline for this planning application has been extended to 20th January 2015.

(b) **P14/V2504/FUL**. It was **agreed** that the Parish Council should ask the VWHDC Planning Department to defer the deadline of this application to end April 2015, after the Drayton Neighbourhood Development Plan 2014-2031 (NDP) referendum as it would be prejudicial to the public interest, and to the NDP, if it goes ahead before then, since this is one of the three preferred sites being put forward in the NDP. The developer should be advised to hold a public exhibition on their scheme now that they have arrived at a detailed proposal, so that villagers may respond properly to their detailed proposals. Drayton Parish Council, after this public exhibition, would need to arrange a public planning meeting, and the current time scale for responding to the planning application would not permit this to be arranged with adequate notice.

ACTION: Clerk to email the VWHDC Planning Department and request that the deadline is extended to end April 2015.

191/2014-15 News from District & County Councillor (Richard Webber).

(a) **Budgets.** OCC's budget is under enormous strain and hefty cuts will have to be made. The VWHDC's budget, where income from the New Homes Bonus Scheme will give them a multi-million pound surplus.

(b) **P14/V1906/O.** Location: Land to the west of Didcot Power Station Sutton Courtenay Lane Didcot. Description: Proposed redevelopment of existing buildings and land to provide new buildings for storage and distribution (Use Class B8) and ancillary facilities, car and lorry parking, service areas, access and landscaping (resubmission) (as amplified by additional Automatic Number Plate Recognition (ANPR) information received 13-10-14, and further amplified by Transport addendum and LVIA addendum on 25-11-14). This application has been approved.

192/2014-15 Look and Feel of the Village.

Richard Webber would like to hold a best kept front garden competition (similar to the ones held by Marcham Parish Council) to find the best kept front garden in Drayton. The aim is to encourage parishioners to improve the appearance and environment of our village. There would be no need to enter the competition, the judges walk round every street in the village and assess the front gardens that can be seen by any passer by. The village is divided into zones and the judge for each zone nominates a short list of three gardens which then go forward to the final round.

193/2014-15 Correspondence.

The items on the list of correspondence received were noted.

(a) **Salt / Grit Bins.** The Clerk received an email on 25th December 2014 from Andrew Cattell requesting salt / grit bins for Drayton. It was noted that Drayton has 2 salt / grit bins: one on the Village Green, and one on Lyford Close. Both are sited with the intention of benefiting the housing sites in Drayton used by the elderly.

ACTION: Clerk to respond to Andrew Cattell.

(b) **Missing Abingdon Road Milestone.** The Clerk received an email on 1st December 2014 from Andrew Beacroft reporting that the Milestone (Grade II listed monument, English Heritage #1284821) from the eastside of Abingdon Road, between Sutton Wick Lane and Newman Lane is missing.

ACTION: Richard Williams to look for missing milestone.

194/2014-15 Items to be noted from Parish Councillors.

There were no items to be noted.

195/2014-15 The Date of the next Parish Council Meetings.

(a) **The Date of the next Parish Council Meeting** was confirmed as Monday 2nd February 2015, at 7:30pm, in the Caudwell Day Centre, Gravel Lane, Drayton.

(b) **The Date of the next Finance & Personnel Committee Meeting** was confirmed as Monday 2nd February 2015, at 7:00pm, in the Caudwell Day Centre, Gravel Lane, Drayton.

The meeting concluded at 9:45pm

Signed:

Date: 2nd February 2015

Name: Richard Williams

Role: Chairman, Drayton Parish Council