

Agenda for the Drayton Annual Parish Council Meeting

Notice is hereby given that the next Parish Council Meeting will be held on 28th May 2024 at 7:00pm in the Caudwell Day Centre

Members of the Parish Council are hereby summoned to attend the meeting of Drayton Parish Council

for the purpose of transacting the following business set out in the agenda hereunder. Members of the public are welcome to attend and participate during the public participation session.

Signed: Anita James Published: 21st May 2024

Anita James (Clerk) Email: Clerk@DraytonPC.org

1 Apologies for Absence. Council to receive, review and approve apologies submitted.

2 Declarations of Interest, Dispensations or Use of Delegated Powers.

3 Election of Chairperson and signing of Declaration of Acceptance of Office.

4 Election of Vice-Chairperson and Declaration of Acceptance of Office.

5 To confirm the use of Standing Orders, Financial Regulations, and the Councils Code of Conduct.

6 Committees and Working Groups. To confirm the Terms of Reference and Membership of the following Committees and Working Groups:

- a) Finance & Personnel.
- b) Planning. c) Rights of Way & Conservation.
- d) Public Art. e) Neighbourhood Development Plan.
- f) Landscape Management Plan.

7 To confirm the Parish Councillors leading on the following areas:

- a) Cemetery. b) Reservoir. c) Public Transport and Cycle paths.
- d) Drayton Chronicle Contributor.

8 To confirm the Parish Council representatives on the following groups:

- a) Public Transport Liaison.
- b) Drayton Village Hall & Recreation Ground (nominated trustee).
- c) Community Trust (nominated trustee).
- d) Millennium Green Trust Liaison.
- e) DAMASCUS Project
- f) Neighbourhood Action Group (NAG).
- g) Footpath Warden.
- h) Drayton Community Primary School.

9 To approve the following:

- a. Unity bank
- b. Savings Account – NS&I
- c. Risk assessment
- d. External Auditor – Moore (appointed by Government)

10 Subscriptions. To consider and approve subscriptions.

11 Public Participation. (15 minutes maximum).

Subject to standing order 3(f), a member of the public shall not speak for more than 5 minutes.

12 Approval of Minutes of the Parish Council Meeting on 9 April 2024.

13 Report from Chairperson. (10 minutes maximum).

14 Report from OCC Councillor Richard Webber. (10 minutes maximum). a) High Street Vehicle Activated Signs (VAS). Update on the repair to the broken VAS.

b) Chestnut Drive Road Adoption. Update.

c) County Councillor Priority Fund. Defibrillator. 15 Report from VWHDC Councillor Adrian Cooke. (10 minutes maximum).

Church Lane and High Street Junction. To note that vehicles are still parking dangerously along the High Street. Update on the VWHDC parking enforcement.

16 Deed of Easement- 28 Church Lane, Drayton.

17 Action Checklist from the Previous Meeting. To note the list of actions undertaken and completed since the last meeting.

18 Finance & Personnel Committee (Patricia Athawes).

a) Payments.

i) To receive and note the list of payments.

ii) To approve the payments to be made following the meeting.

iii) To confirm the two Councillors who will authorise the on-line payments between this and the next Parish Council meeting.

b) Bank Statements and Reconciliation. To sign the bank reconciliation and note the bank statements for last month.

c) Disposition of Council Funds. To note the disposition of council funds.

d) Grant Applications:

Village Hall – Football Club insurance: £1,985.17.

Football Club – Roof Repair Short Fall: £1,400.00.

19 Planning Committee (Graham Webb).

a) Planning Applications. To note the planning applications discussed by the Planning Committee.

20 Neighbourhood Development Plan Working Group (Graham Webb / Programme Manager).

Programme Managers Report To note the monthly report from the Programme Manager.

21 Rights of Way & Conservation Working Group (Richard Wade).

Sutton Wick Lane Pond and Willow Trees. To discuss status of pond and trees.

22 Landscape Management Plan Working Group (Richard Wade). Update.

23 Public Art Working Group (Pervin Shahin). Village Trail / Footpaths. Proposal.

24 The Dovecotes.

Public Open Space (POS). To consider adopting the POS.

25 Any items to be noted from Parish Councillors. (No decisions will be taken under this item).

Date of next Parish Council meeting 18th June 2024 7pm Caudwell Centre