

**Drayton Parish Council Minutes
of the Remote Meeting held on 5th October 2020 at 7:30pm.**

Drayton Parish Councillors Present: Tamsin Crane (Chairperson), Patricia Athawes (Vice Chairperson), Richard Wade (arrived at 7:51pm), Pervin Shahin, Shane McAleavey, Garin Schoonhoven, Irma Schoonhoven, Claire Woollard, Susan Harris, Graham Webb.

Drayton Parish Councillors Not Present: All Councillors were present.

In attendance: Christopher Price (Deputy Clerk), Andrew Cooke (VWHDC), Richard Webber (OCC).

Public: 4 members of the public were present.

156/2020 Apologies for Absence. None.

157/2020 Co-option of a Parish Councillor. Two members of the public expressed an interest in joining the Council. The Council voted in favour of Natasha Brand by 7 votes to 2, and it was noted that her formal appointment will take effect once she has signed the declaration of acceptance of office in the presence of the Chairperson.

158/2020 Declarations of Interest, Dispensations or Use of Delegated Powers.

Claire Woollard has an interest in the Walnut Meadow development by virtue of being a resident on this development. Tamsin Crane has an interest in the Manor Farm development by virtue of being a resident on this development. Richard Wade has interests in the Millennium Green by virtue of being a member of the Millennium Green Trust Committee and the Allotments through being an allotment holder. Susan Harris has an interest in the Manor Farm development by virtue of being a resident on this development. Garin Schoonhoven and Irma Schoonhoven both have interests in the Dovecote development, by virtue of being residents on this development and a member of the residents' association, and in the Allotments by virtue of being allotment holders.

159/2020 Public Art Working Group (Pervin Shahin).

[Clerk's note: Section 106 ("S106") agreements have been agreed between the VWHDC and various developers that will result in contributions towards art installations in Drayton. Pervin Shahin is working very closely with the VWHDC's Arts officer Abigail Brown to progress these projects.]

a) Entrance Gates to the Village. *[Clerk's note: This project will be funded from planning application P14/V2504/FUL (15V65) – Land west of Abingdon Road, Drayton (Agreement dated 6 November 2015). The agreement states: "Public Art Contribution - towards the provision of a Work of Art on the Site as agreed between the Owners and the District Council".]* The VWHDC has advised the PC that the developer has agreed that this money can be used for projects off-site. A S106 application has already been made to the VWHDC for £19,900.00 to fund these three village gates.] It was **noted** that there will be a site visit on 21st October 2020 with the artist and OCC highways, and a village consultation on the final proposed designs in due course.

b) Walnut Shaped Bollards for the Village Green. *[Clerk's note: A budget of £14,000.00 plus VAT has been proposed for this project. The walnut bollards would be funded from the £19,214.45 S106 contribution that has been received for P16/V1705/FUL (17V31) – Land at Manor Farm which can be used on or off-site. The proposed sculptor is one of the 25 artists who responded during the tender process for the village gates.]* It was **resolved** to approve this project subject to the artist submitting 3 or 4 different sets of locations for the walnuts. **Action:** The Clerk will draft a letter to be sent to the artist Andrew McKeown.

Proposed: Tamsin Crane

Seconded: Richard Wade

Resolved: Unanimous

160/2020 Report from OCC Councillor Richard Webber.

a) Sutton Courtenay Planning Appeal. It was **noted** that a planning application for 90 houses in Sutton Courtenay has gone to appeal.

b) Councillor Priority Fund. It was **noted** that Richard Webber has £3,000.00 allocated for Drayton that must be spent by January. All Councillors were asked to email Tamsin Crane with their suggestions and these will be reviewed at the November meeting.

161/2020 Report from VWHDC Councillor Adrian Cooke.

a) East Way BW1 Potholes. It was **noted** that the developer may have fulfilled P15/V2828/FUL

planning condition 7: upgrading bridleway but Thames Water may have dug up the road since.

b) Sewers. It was **noted** that with the recent heavy rain there has been issues with the sewers overflowing in the High Street, Church Lane and Whitehorns Way.

c) Coronavirus / Covid-19. It was **noted** that there is a second surge of cases, and the Parish Council will keep monitoring the status of the local alert level.

d) Traveller, A34 Slip Road. It was **noted** that travellers have returned for the 3rd time due to Highways England failing to secure the site, and VWHDC and OCC are aware of this.

162/2020 Public Participation.

Sutton Wick Lane Pond. A member of the public expressed an interest in the Sutton Wick Lane Pond that dries up in the summer unless it is filled up from the water main. **Action:** Tamsin Crane to follow up with a letter to Thames Water.

163/2020 Minutes of the Previous Parish Council Meeting. The minutes of the previous Parish Council meeting were **approved** and signed by the Chairperson.

a) The Minutes from the September PC Meeting.

Proposed: Tamsin Crane **Seconded:** Patricia Athawes **Resolved: Unanimous**

b) The Minutes from the Extraordinary Parish Council Meeting.

Proposed: Tamsin Crane **Seconded:** Patricia Athawes **Resolved: 7 for and 3 abstentions**

164/2020 Action Checklist from the Previous Meeting was reviewed and updated. A copy is attached at Appendix C.

165/2020 Finance and Personnel Committee (Patricia Athawes). See [Appendix A](#).

a) Payments. The list of September payments for approval at the October meeting had been circulated prior to the meeting. The 2 councillors authorised by the Council to approve the online payments at the beginning of September were Patricia Athawes and Graham Webb.

b) Bank Reconciliation had been circulated prior to the meeting and was **noted**.

c) Disposition of Council Funds had been circulated prior to the meeting and was **noted**.

d) Income and Expenditure. The income and expenditure position for the 6 months up until the end of September 2020 was received and **noted**.

e) Allotment Deer and Rabbit Fence Quotation. It was **agreed** to approve the additional £1,023.00 on the amended quotation from the contractor who has been awarded the deer and rabbit fencing work at the allotment site.

f) Consideration of a s137 Grant Application. It was **resolved** to approve a grant application from 'Be Free Young Carers' to the sum of £400.00.

Proposed: Patricia Athawes **Seconded:** Shane McAleavey **Resolved: Unanimous**

g) Acceptance of the Funds for the s106 Allotment Project. It was **resolved** to accept the S106 funds totalling £8,681.20 for the Allotments Project.

Proposed: Patricia Athawes **Seconded:** Tamsin Crane **Resolved: Unanimous**

166/2020 Planning Committee (Graham Webb). See [Appendix B](#).

167/2020 Neighbourhood Development Plan Working Group.

Meeting. Tamsin Crane will set up a meeting to discuss next steps.

168/2020 Bus Shelters. Three quotations for cleaning the bus shelters in Drayton were received and considered. It was **resolved** to approve the quotation from Shelter Maintenance Ltd to the sum of £1,848.00 excluding VAT.

Proposed: Irma Schoonhoven **Seconded:** Pervin Shahin **Resolved: Unanimous**

169/2020 Drayton Community Primary School. It was **agreed** that the Parish Council should make contact with Drayton Community Primary School as regards their short and long term strategy towards coping with the village growth. As a first step Irma Schoonhoven would discuss with Patricia Athawes and report at the next meeting.

170/2020 Cycling Routes. It was **noted** that Irma Schoonhoven has been in contact with the VWHDC

regarding cycling routes.

171/2020 Sutton Wick Lane Pond Risk Assessment. It was **noted** that this is still being worked on.

172/2020 Burial Ground.

a) Cllr to lead on Cemetery Matters. It was **resolved** to appoint Susan Harris to lead on cemetery matters.

Proposed: Tamsin Crane **Seconded:** Claire Woollard **Resolved: Unanimous**

b) Memorials on Cremation Plots. It was **noted** that the Parish Council has received a request for a wedge shaped tablet for a cremation plot and the current burial ground rules only allow a flat tablet.

Action: Shane McAleavey, Sue Harris and Tamsin Crane will draft a revised rule.

c) Application to Inter a Non-resident in the Burial Ground. It was **resolved** to approve the application to inter a non-resident in the Drayton Burial Ground.

Proposed: Tamsin Crane **Seconded:** Susan Harris **Resolved: Unanimous**

d) Special Motion to Review the Resolution at minute 144/2020 Concerning an Ashes Interment. It was **noted** that Richard Wade, Tamsin Crane and Sue Harris had submitted written notice to the Proper Officer asking for a special motion, as required under Standing Order 7 a), so that the resolution to refuse an application for an ashes interment can be reviewed. It was **resolved** to approve the application for an ashes interment.

Proposed: Richard Wade **Seconded:** Susan Harris **Resolved: 8 for and 2 abstentions**

e) Reserved Plot Policy. It was **noted** that the Council may want to remove its reserved plot policy.

Action: Shane McAleavey, Susan Harris and Tamsin Crane will draft a revised policy.

Reserved Business. Exclusion of the Public and Press. In view of the nature of the business to be transacted any members of the public and press were temporarily excluded from the meeting (Public Bodies (Admission to Meetings) Act 1960 s.1).

173/2020 Burial Ground Covenant. The matter was discussed.

End of Reserved Business.

174/2020 Items to be noted from Parish Councillors.

a) Footpath 24. It was **noted** that an application has been received from OCC regarding a an application for a Definitive Map Modification Order as regards footpath 24 and extension to meet footpath 3, and it was **agreed that** the Parish Council supported this application **Action:** Richard Wade to send a response to OCC.

b) Overhanging Branches. It was **noted** that the Council has received a complaint about overhanging branches along the High Street. It was also **noted** that there are overhanging branches along the Abingdon Road. Claire Woollard will let the Deputy Clerk know the relevant house numbers so that the 'keep footpath clear' leafless can be delivered to homeowners/occupiers.

c) Footpath Width. It was **noted** that the footpath is very narrow along the B4017 as it passes the Manor Farm Green. **Action:** Chris Price to email Richard Webber asking if OCC could undertake work to remedy this.

175/2020 Date of the next Meeting. 2nd November 2020.

The Chairperson declared the meeting closed at 10:07pm.

Signed:

Date:

Name:

Appendix A
Finance & Personnel Committee
Payments: £500 or more

	£
Staff salaries	1,397.40
Village Caretaker	655.00
The Landscape Group – grass cutting	1,116.00

Disposition of Council Funds as at 1st October 2020

ACCOUNT	REF	BALANCE	INTEREST RATE	ACCOUNT TYPE
Unity Bank	674	£228,874.96	0%	Current Acct
NS&I	779	£20,341.19	0.80%	Savings Acct
Unity Bank	554	£15,185.52	0.10%	Projects Acct
Total		£264,401.67		

Appendix B
Planning Committee Applications

<p>P19/V2428/FUL. Single dwelling house with detached double garage. 208 Steventon Road Drayton Abingdon OX13 6RN. PC: Support: No objection. VWHDC: Pending.</p>
<p>P19/V2428/FUL Amendment: No. 1 - dated 29th November 2019. Single dwelling house with detached double garage (as amended by plans and additional information received on 29 November 2019). 208 Steventon Road Drayton Abingdon OX13 6RN. PC: No comment. VWHDC: Pending.</p>
<p>P20/V0494/FUL. Farm building with access and apron. Land to West of 7 Oday Hill Drayton Abingdon OX14 4AB. PC: Objection: See June 2020 Planning Minutes for details. VWHDC: Pending.</p>
<p>P20/V1310/FUL. Proposed replacement of two existing residential mobile homes with 2 dwelling houses. 5 & 6 Mill Lane Sutton Courtenay Abingdon OX14 4BE. PC: No Comment. VWHDC: Planning Permission on 25th September 2020.</p>
<p>P20/V1493/HH. Single storey link between house and detached games room. 45 Hilliat Fields Drayton Abingdon Oxfordshire OX14 4JF. PC: Support. VWHDC: Pending.</p>
<p>P20/V1867/FUL. Variation of conditions 2, 5 and 10 of applications P19/V3186/FUL and /P19/V3187/LB-amendments to window sizes, porch amended from flat to pitched roof and brick bond details. Proposed new 3 bedroom dwelling with integrated garage and creation of new dropped kerb and vehicular access by demolishing a section of the boundary wall Address: 3a Church Lane (land adjacent to 3 Church Lane), Drayton Abingdon OX14 4JS. PC: Support: Drayton Parish Council notes that there is already Planning Consent for this land. And if you look at the composite street view, Anderson Orr's design sits very well in height and detail with the houses either side, so we wouldn't comment. We would like to point out that, as the surface water drain recently overflowed, you might consider raising the floor level a course or two? The Parish Council also notes that the entrance to the site is about where there's a road gully. Bearing in mind the state of the drain, we wonder if that's wise, or might even necessitate modifying the drain in the vicinity of the drop kerb and crossover? VWHDC: Planning Permission on 19th September 2020.</p>
<p>P20/V1862/HH. Single storey side and rear extensions and associated internal alterations. 32 Steventon Road Drayton Abingdon OX14 4LE. PC: Noted. VWHDC: Pending.</p>
<p>P20/V2047/FUL. Variation of condition 2 (approved plans - to allow minor elevational amendments and the inclusion of a raised patio) and discharge of conditions 3 - materials, 9 - landscaping details and 11 - boundary treatments on application ref. P19/V1992/FUL. Demolition of a pair of semi-detached cottages & outbuildings & construction of a new detached dwelling & detached garage. 3 Mill Lane Sutton Courtenay Abingdon OX14 4BE.</p>

PC: Noted. VVHDC: Pending.

P20/V2277/HH. Proposed work is part single storey and part first floor extension. 2 Hilliat Fields Drayton Abingdon OX14 4JE.

PC: Noted. VVHDC: Pending.

P20/V2136/HH. Provision of enlarged dormer window to Bedroom 3. 29 Corneville Road Drayton Abingdon OX14 4HN.

PC: Noted. VVHDC: Pending.

P20/V2347/HH. Proposed rear orangery. 71 Steventon Road Drayton Abingdon OX14 4LA.

PC: Noted. VVHDC: Pending.

P20/V2324/HH. Proposed two storey rear extension. 2A Hilliat Fields Drayton Abingdon OX14 4JE.

PC: Noted. VVHDC: Pending.

Appendix C