

**Agenda for the Drayton Parish Council Meeting**  
Notice is hereby given that the next Parish Council Meeting  
will be held on 20<sup>th</sup> March 2025 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.

***Councillors are reminded to declare an Interest for relevant agenda and a request for dispensation if required.*** (Please contact the clerk if you are unsure)

Signed: Anita James  
Anita James (Clerk)

Published: 15<sup>th</sup> March 2025  
[Clerk@DraytonPC.org](mailto:Clerk@DraytonPC.org)

**294. Apologies for Absence:** Council to receive, review and approve apologies submitted.

**295. Declarations of Interest, Dispensations or Use of Delegated Powers.**

**296. Co-option of councillors:** 5 minutes allocated to each candidate (3) to speak and questions from Councillors.

**297. Public Participatio.** (15 minutes maximum).

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

**298. Report from Chairperson.** (5 minutes maximum).

**299. Report from VWHDC Councillor Adrian Cooke.** (5 minutes maximum).

**300 .Report from OCC Councillor Peter Stevens.** (5 minutes maximum).

**301.To Accept and Approve the Minutes from the 10 February 2025.**

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

**303.To Accept and Approve the Updated Financial Regulations as Approved by the Finance Committee on the 28 January 2025.**

**304. To Accept and Approve the Updated Internal Controls Policy as Approved by the Finance Committee on the 28 January 2025.**

**305. To Accept and Approve the 2024/25 Budget as Approved by the Finance Committee on the 26 November 2024.**

**306. To Accept and Approve:**

- I. **The Updated Risk Management Policy**
- II. **The Updated Financial and Operational Risk Assessment Schedule**

**307. Financial Management.**

**a) Payments** (Clerk & RFO)

i) To receive and note the list of payments and Income in February 2025.

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 the quarter to 28 February 2025.

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

**308. To consider a grant from Abingdon Carousel.**

### **309.Planning Committee**

**Planning Applications:** To note the planning applications discussed by the Planning Committee.

### **310. Neighbourhood Development Plan Working Group** (Programme Manager).

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

### **311. To agree that Council should obtain legal advice regarding the ownership of the fence on the southern edge of the small POS at Walnut Way.**

### **312. Rights of Way & Conservation Working Group** (Richard Wade).

**BW8.** Update on upgrade work to Bridle Way 8.

### **313. Public Art Working Group** (Pervin Shahin). Way finding update.

### **314. Sutton Wick Lane Pond** (Elaine Wade) Update.

### **315. Village Green.**

- I. **Land belonging to OCC Highways** (Pervin Shahin). To consider adopting the 2 parcels of land that belonging to OCC Highways.
- II. **Notice Boards** (Elaine Wade). Do we need to refresh the notice boards on the Village Green?
- III. **Defibrillator.** To choose a location on the Village Green.

### **316. Allotments:** To discuss limiting allotment tenancies to one per household.

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

### **318. Date of the next Parish Council Meeting.** 8<sup>th</sup> April 2025.

Annual Parish Meeting (Meeting of the Parish) 25th March 2025.

**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 are to be excluded from the meeting (Public Bodies (Admission to Meetings) Act 1960 s.1).

### **319.Clerk to present Grass Cutting Tenders and Council to Agree and Approve a Contractor.**

### **320.Deed of Access for 28 and 30 Church Lane:** Update (Richard Wade).

### **321.Henley's Lane Dangerous Trees:** Update (Richard Wade)

Standing Order 3. Meetings Generally (x) A meeting shall not exceed a period of 3 hours.