



Agenda for the Drayton Parish Council Meeting
Notice is hereby given that the next Parish Council Meeting
will be held on 8th December 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)

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Clerk@DraytonPC.org

172/25 Apologies for Absence. Council to receive, review and approve apologies submitted.

173/25 Public Participation. (15 minutes maximum).
Subject to standing order 3(f), a member of the public shall not speak for more than 5 minutes.

174/25 Declarations of Interest, Dispensations or Use of Delegated Powers.

175/25 Report from Chairperson. (5 minutes maximum).

176/25 Report from VWHDC Councillor Adrian Cooke. (5 minutes maximum).

177/25 Report from OCC Councillor Peter Stevens. (5 minutes maximum).

178/25 Minutes of Previous Meetings. To accept and approve the minutes from the full Council Meeting on the 10 November, the Finance and Personnel form the 29 September, and the Extraordinary Meeting of the 26 November.

179/25 Action Checklist from the Previous Meeting. To note the list of actions undertaken and completed since the last meeting.

180/25 Update from the Clerk

Interim Internal Audit completed 19 November.

181/25 Financial Management.

a) Payments (Clerk & RFO)

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 to 30 November 2025.

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

182/25 Drayton Community Trust. To request Drayton Community Trust transfer the £60,000 they are holding to the Parish Council.

183/25 Request to spend S106 - P25V2161 - Drayton Parish Council - £14,161.63 towards extending burial ground: Chair and Clerk and RFO to sign contract.

184/25 Planning Committee (Elaine Wade).

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

185/25 Neighbourhood Development Plan Working Group (Programme Manager).

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

b) Hallmaster Venue Booking Software. To approve taking out a 90-day free trial.

c) To discuss if dogs should be permitted in the sports pitches area in the new leisure development.

186/25 Public Art Working Group (Pervin Shahin).

Way Finding. Update.

187/25 Sutton Wick Lane Pond (Elaine Wade). Update to drain, dredge and clean Sutton Wick Pond.

188/25 Reservoir. To discuss and agree the Council's response to the Thames Water's public consultation.

189/25 Burial Plot reservation request. To discuss and agree the Council's response to a plot reservation request.

190/25 Parish Council Dates. To note second Monday in the month for full Council Meetings. The Annual Parish Meeting will be on the 27 April, the Annual Parish Council Meeting on the 11 May. Finance Meetings to be agreed in advance and when needed.

191/25 Any items to be noted from Parish Councillors. (No decisions will be taken under this item).

192/25 Date of the next Parish Council Meeting. 12th January 2026.

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