

**Agenda for the Drayton Parish Council Meeting**  
**Notice is hereby given that the next Parish Council Meeting**  
**will be held on 10<sup>th</sup> December 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*

Anita James (Clerk)

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[Clerk@DraytonPC.org](mailto:Clerk@DraytonPC.org)

**225/24 Resignations:** To note the resignations of Graham Webb and Sue Harris.  
Drayton is entitled to 11 Parish Councillors so there are currently 6 vacancies.

**226/24 Apologies for Absence:** Council to receive, review and approve apologies submitted.

**227/24 Declarations of Interest, Dispensations or Use of Delegated Powers.**

**228/24 Public Participation.** (15 minutes maximum).  
Subject to standing order 3(f), a member of the public shall not speak for more than 5 minutes.

**229/24 Report from Chairperson.** (10 minutes maximum).

**230/24 Report from OCC Councillor Peter Stevens.** (10 minutes maximum).  
**a) High Street Vehicle Activated Signs (VAS)** . Update on the broken VAS along the High Street.  
**b) County Councillor Priority Fund.** Updated on the Parish Council's request for a new defibrillator.

**231/24 Report from VWHDC Councillor Adrian Cooke.** (10 minutes maximum).

**232/24 Minutes of the Previous Meeting:** To accept, approve and sign by the Chair.

**233/24 Action Checklist from the Previous Meeting:** To note the list of actions undertaken and completed since the last meeting.

**234/24 To Approve the Proposal to update the IT Infrastructure to MS365 (previously circulated)**

**235/24 To Approve the 2025/26 budget and Precept as recommended by the Finance & HR committee (previously circulated)**

**236/24 To Consider a Donation to the Chronical (previously circulated)**

**237/24 Financial Management (all documentation previously circulated)**

**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 obtain 2 new signatories due to the recent resignation and 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 30 November 2024.

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

**238/24 Planning Committee.**

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

**239/24 Neighbourhood Development Plan Working Group** (Programme Manager).

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

**b) Manor Farm Public Open Space:** To discuss the handover of the PoS to the Parish Council.

**240/24 Rights of Way & Conservation Working Group** (Richard Wade).

**FP8.** To select a contractor for the upgrade work to Footpath 8 from the quotes provided.

**241/24 Landscape Management Plan Working Group** (Richard Wade).

**242/24 Public Art Working Group** (Pervin Shahin). Way finding update.

**243/24 Sutton Wick Lane Pond:** Update.

**244/24 Grass Cutting Tender:** Update.

**245/24 Allotments:** Update.

**246/24 Deep Clean in Village:** What is a priority? (**previously circulated**)

**247/24 2025 Meeting Dates:** To note and **approve** (previously circulated)

**248/24 Any items to be noted from Parish Councillors.** (No decisions will be taken under this item).

**249/24 Date of the next Parish Council Meeting:** 14<sup>th</sup> January 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).

**250/24 28 & 30 Church Lane Access:** A proposal by Richard Wade to obtain legal advice from the Society Local Council Clerks (SLCC) in regard to the existing access lease for 30 Church Lane and a new lease for 28 Church Lane. (**appendix A previously circulated**)