CULHAM PARISH COUNCIL
Minutes of the Annual Meeting of the Parish Council meeting duly convened and held on Monday 14th May 2018 at Culham Parochial C of E School

Present: Cllrs G. Gibbs (Chair), A. Steele, S. Casey-Rarhaye, A. Morris and J. Thomas.

In attendance: L. Dalby (Clerk), District Cllr Lawson and one member of the public

1. **To elect the Chair of the Council and to receive the Chairman's Declaration of Acceptance of Office**

Cllr Gibbs proposed Cllr Casey-Rerhaye as Chair. Cllr Steele seconded the proposal and Cllr Casey-Rerhaye was duly elected and signed the Declaration of Acceptance of Office in the presence of the Clerk.

2. **To receive apologies for absence**

There were none.

3. **To receive any declarations of pecuniary interest from Members**

There were none.

4. **Public Participation**

There was none.

5. **To approve the minutes of the meeting held on 9th April 2017**

The minutes of the last meeting were agreed with one amendment and signed by the Chair.

6. **To approve and adopt the Standing Orders for Culham Parish Council**

The Standing Orders were adopted.

7. **To approve and adopt the Financial Regulations for Culham Parish Council**

The Financial Regulations were adopted.

8. **To appoint an Internal Auditor**

Roger Symes was appointed as the Internal Auditor.

9. **To review the Council asset register**

The asset register was reviewed and agreed. Council will inspect the assets on the recreation field prior to the June meeting.

10. **To review the Council insurance policy and discuss/decide on alterations**

The Council agreed accept the quote from Came and Company.

11. **To review and adopt Council policies**

- **Complaints Policy** – policy to be updated with new Chair's details.
- **Freedom of Information Policies –** reviewed and adopted.
- **Risk Assessment –** grass cutting and cheques to be updated.

12. To receive Play Area Inspection report and agree any maintenance issues

It was agreed to discuss updating the playground as part of the recreation field asset review at the next meeting.

13. To receive a report on the SODC Local Plan

Cllr Casey-Rerhaye is to speak at the SODC meeting tomorrow night.

14. To receive a report on the Expressway Action Group Meeting with John Howell MP

Cllrs Steele and Morris gave a report of the meeting.

15. To discuss Planning Application P: P18/S1340/HH - Relocate existing external doors into newly formed opening and replace with window to match existing window over. The Lion, High Street, Culham

Council agreed to recommend approval.

16. To agree accounts for payment

The following accounts for payment were agreed.

Payee and Reason	£ detail	£ VAT	£ total
L. Dalby – Clerks Salary and Expenses	201.81		201.81
HMRC – PAYE	46.60		46.60
J. Boyland – Maintenance	821.00	164.20	985.20

17. Items for report and inclusion on June's agenda

- Removal of willow following recent tree works
- Permissive footpath
- Fly tipping on Burycroft
- Vans parked on verges

18. The date of the next Meeting of the Parish Council was confirmed as 11th June 2018 at Culham C of E Primary School commencing at 7.30pm.