CULHAM PARISH COUNCIL

Minutes of the Parish Council meeting duly convened and held on Tuesday 20th September 2022 hosted at Culham church

Attendees:
Councillors: P. Owen (Chair) (PO); S. Casey-Rerhaye (SCR) (District Councillor); A. Steele (AS); Robin Bennett (RB) (County Councillor)
Bethan Allen (Clerk) (BA)
4 members of the public: Chris Pritchard; Roy Epps; Gordon Gibbs; Caroline Baird.

1. **Apologies for absence**
   Adrian Morris (AM); Siobhan Sergeant (SS)

2. **Declarations of personal and prejudicial interest**
   There were none.

3. **Report from Robin Bennett (County Councillor)**
   RB updated the council on the two current consultations: 1) the central Oxford travel plan and 2) traffic filters within Oxford.
   PO asked when the bridge repairs would start. RB will look into this and let the PC know.
   There was a discussion regarding the notices issued by Morrells about the designated areas and footpaths across their land. RB agreed to request colour versions of the documents be distributed as the black and white ones currently issued are impossible to understand.

4. **Report from Sam Casey-Rerhaye (District Councillor)**
   HiF road consultation. Oxford-Cambridge arc – most of the local councils are opposing this. Council offices are moving to Abbey House in Abingdon. Bin collection days may change.

5. **Public Participation (Max 15 minutes)**
   Apologies to Gordon Gibbs for the incorrect action allocated to him in the July minutes regarding a notice in the mouth piece.

   Roy Epps let the council know that the door to the shed is now fixed and the scrap on the recreation ground has now been disposed of. He also notified of provisions for a toilet and marquee, allowing Octoberfest to go ahead.

6. **To approve the minutes of the meeting held on Tuesday 14th June 2022**
   Approved.

7. **Motion to adopt the Civility and Respect Project**
   Approved.

8. **Report on Abingdon LCWIP from Sam Casey-Rerhaye**
   LCWIP - first step in developing a better cycle and walking infrastructure. Should be adopted in October by OCC

9. **Financial Review**
   BA and PO talked the council through the financial position year to date. There was nothing to note outside of the budget. Some small changes to the descriptions of costs requested by SCR.

10. Talk by David Cookson from SODC on the CIL

This was moved up the agenda as approved by the Chair so David could leave to attend another PC meeting.

David talked the council through what the Community Infrastructure Levy (CIL) involves and how any money distributed can be spent. The value of the CIL currently held by Culham PC is £3,973.47. This can be spent on anything that benefits the community. This is currently earmarked for the new playground equipment as part of the playground project.

11. Discuss defibrillator purchase and installation

BA & PO to pick up on potential grant emails.

12. Update on the playground project

The required three quotes are in. All around £80,000. Recommendation from the PC required for go ahead.

13. Update on 20's plenty

An application has been submitted. Further update in the October meeting.

14. Update on tree planting

SS absent. To be updated in October meeting.

15. Decision regarding the Orchard

The PC are being offered a 25 year lease with an option to renew for another 25 years. A vote was held and all 3 councillors in attendance voted in favour of accepting the lease. A note was made about costs to be aware of: fence; trees and watering.

16. Review quotes for grass cutting for 2023

Two quotes were obtained for the grass cutting of the Green, the recreation ground, the burial ground and the grass verges. The costs were broadly in line. As Wayne Deakin has done a great job for the PC this year and stepped in at short notice to cut the grass verges when our previous supplier let us down, it was voted 3 all in favour of retaining his services.

17. Signage for the Railway Inn

SCR asked on behalf of the Railway Inn if the parish council could request a brown sign in order to avoid confusion caused by satnavs.

18. Discussion regarding the new street lights

SS absent. To be postponed to the October meeting.

19. Discussion regarding the notice boards

Add a new one to the budget for next year. PO and GG to sure up the old one in the meantime.

20. Discussion regarding the Waggon & Horses development plan

To be formally considered at the next meeting.

21. Clerk's Report

BA is currently studying towards an ICLA qualification. 3 modules completed so far.

On the 28th July, BA met with J Drewe in order to obtain an alternative quote for the grass cutting to have as a comparator when deciding on the contract for 2023. At the same time BA and PO met with a representative from Gladehaven, who are getting a quote to us for better

access into the burial ground. They are also putting together a quote for filling in the pot holes in the roads around the Green.

The Council received thanks from Dr Caroline Livingstone, Head of Campus Development at UKAEA for our professionalism in all interactions as she stands down from her role. Her successor will be Iain Wallace.

We have received notice from our Internal Auditors that they will no longer be able to service our requirements. We will need to find a new Internal Auditor.

Notice from National Grid thanking the parish for its support during the overhead power line refurbishment Cowley-Culham-Didcot.

Statutory consultation of the Burcot and Clifton Hampden Neighbourhood Development Order is taking place from 17th August – 29th September 2022.

ROSPA Play inspection has taken place and report has now been received.

The second half of the precept has been received.

Mr Ashcroft has been appointed as examiner for the Neighbourhood Plan.

22. To agree accounts for payment:

A & W Grounds (Wayne Deakin) Inv 0173	£235.00
IAC (Internal Audit) Inv 1510	£210.00
Parish Online (Annual subscription) Inv 38UD021-0003	£60.00
Moore (Reminder fee)	£48.00
Clerk costs August 2022: Salary (£417.95) Expenses (£55.43)	£473.38

All approved and Parish Online log in to be sent to all councillors.

23. To discuss the following planning applications:

P22/S2446/DIS: Culham Science Centre	Discharge of Conditions 3 (Construction Traffic Management) 4 (Tree Protection 5 (Surface Water Drainage) 6 (Biodiversity enhancement management plan) and 7 (certificate confirming the agreement of an Offsetting Provide) on planning application P21/S1388/FUL Construction of two parking hubs
P22/S3014/FUL: Culham Science Centre	Planning permission for a building for Oxford Cleaning Services ('OCS) which comprises office space and associated storage and welfare facilities
P22/S3019/FUL: Culham Science Centre	Erection of a substation (transformer and RMU)

No objections.

24. Items for report and inclusion on October's agenda

- Planning applications
- Footpaths and village green
- Email/Communications policy
- Defibrillator update
- Update on the playground project
- Tree planting update
- 20's plenty
- Review of previous meeting actions
- Approve any payments
- Waggon & Horses development
- Advertising for May elections strategy
- Joint PC and HiF road
- Dog walking around the rec discussion
- Items for inclusion in next years budget

25. Future Meeting

The date of the next Parish Council meeting was confirmed as Tuesday 11th October 2022 at 7.30pm in the church.

Meeting closed at 21:18

ACTIONS:

Action	Responsible	Date to be achieved
Add a notice on the mouth piece asking people with witness statements on the footpaths to come forward	PO	10/10/2022
Contact the officer and see what the deadline is for getting the footpaths added	BA	10/10/2022
Research into CiL for the new development	David	10/10/2022
Look into when the Nag's Head bridge repairs will commence	RB	10/10/2022
Ask for colour versions of the Morrells plans to be distributed	RB	10/10/2022
Amend descriptions on Financial review	BA	10/10/2022
Go through emails and present information to PO regarding the playground project	BA	30/09/2022
Write to CC to request a brown sign for the Railway Inn	BA	10/10/2022
Sure up the notice boards	PO & GG	10/10/2022
Add a new notice board to the budget for next year	BA	10/10/2022
Parish online log in to be distributed to councillors	BA	10/10/2022