



CULHAM PARISH COUNCIL

**Clerk's Report
13th December 2023**

The next meeting of the Parish Council will be held on Wednesday, 13th December 2023 at 7.30pm in the Church. Public and press attendance is welcomed.

Steps to Cemetery – I have had further discussions with Lucy Dalby and am researching past work undertaken by her as Clerk. I will be contacting Wayne from A&W to give a quote.

ROSPA/PLAYGROUND– I have sent the ROSPA report to Sutcliffe and so not heard back after my initial email discussions with them. I will follow up again imminently.

Transfer of The Green – I have contacted 3 solicitors for a quote and initial discussions regarding advice for transfer of ownership. I am awaiting all 3 responses prior to selection of a lawyer.

Budget setting- First draft completed and after some advice from Lucy, I will update the format to reflect to date costs. The draft has been forwarded to Sam CR and Chris P.

Budget Variance Report – I will attach the report for November. No major variances to report.

Community Orchard and funding. I have been researching grant funding with Trust for Oxfordshire's Environment (TOE) – local environment fund and will be discussing in more detail with Siobhan S. The deadline for applications is 8th January 2024.

CiLCA – I have now undertaken 3 group mentoring sessions in advance of commencing the CiLCA qualification. The final session is scheduled for January 2024. After discussing with Lucy Dalby, County Officer for OALC, I will embark on the course in April which would give me a year in post prior to commencement.

To Note – NALC pay review was agreed and Clerk salary increased by £1.00 per hour, backdated to 1st April 2023.

Internal Controls Training – attending via zoom on Wednesday 13th December 2024.

Interim Internal Audit - Mike Platten from April Skies will be undertaking an interim audit in January 2024.

Roles for Councillors – I have circulated a proposed list of roles for discussion at the meeting. Item 14 on the Agenda for 13th December 2023.

Denise Corney

12th December 2023q