

**CULHAM PARISH COUNCIL**

Minutes of the Parish Council meeting duly convened and held on Wednesday, 13<sup>th</sup> March 2024, hosted at St Paul's Church, Culham

<b>Attendees – Councillors:</b>	<b>Apologies noted:</b>
Chris Pritchard (CP) CHAIR	
Mike Richmond-Cooper (MRC)	
Siobhan Sargeant (SS)	
Caroline Baird (CB)	
Sam Casey-Rerhaye (SCR) Councillor and District Councillor	
Nacho Gimenez (NG)	
Robin Bennett (RB) County Councillor	
<b>Members of the public:</b>	Denise Corney – Clerk
3 members in attendance	

The meeting opened at 7.35pm

	ACTION
<b>1. Welcome, Apologies and Quorate</b> The Chair welcomed all to the meeting. The meeting was Quorate.	
<b>2. Declarations of personal and prejudicial interest</b> NG drew attention to item 21 – owner of property – planning application P24/S05116/HH.	
<b>3. Report from SODC Councillor – Sam Casey-Rerhaye</b> SCR gave a short verbal report. SCR confirmed that she would advise when the next meeting to discuss the Joint Local Plan and results from consultation would be scheduled. SCR drew attention to the request that new builds are required to reduce energy demands.	
<b>4. Report from County Councillor</b> RB gave a brief explanation from his report. RB advised that the Councillor Priority Fund had supported a variety of projects and was still open to further project requests.  Local Nature Recovery Strategy (LNRS) – a new strategy designed to target actions that help nature in locations where they are most needed. An initial survey closes on 31 <sup>st</sup> March 2024 and can be found at: <a href="https://lestalk.oxfordshire.gov.uk/lnrs-phase1">https://lestalk.oxfordshire.gov.uk/lnrs-phase1</a>  RB confirmed that he would again chase OCC highways regarding the crossing and improving safety at Tollgate Road.	
<b>5. Clerks' Report</b> The Clerk gave a summary of the report. Councillors approved the use of Scribe Accounting which would be used from April 2024. The Clerk would follow up regarding the play area surface and had contacted Sutcliffe Play to arrange to meet on site. The Clerk would also follow up with Antoinette for any prior information when play project was initially implemented.  Councillors agreed for the Clerk to request that A&W grounds roll the play area when the ground was suitable for levelling.	<b>APPROVED</b>  <b>CLERK</b>

<b>6. Public Participation (15 minutes maximum)</b> Members of the public discussed and questioned the reasons for HIF1 objections and if there was an alternative route which could be agreed. Further updates in item 9.	<b>CLERK</b>
<b>7. To Approve Minutes from 14<sup>th</sup> February 2024</b> The minutes from 14 <sup>th</sup> February 2024 were accepted as a true and accurate record of the meeting. The minutes were <b>APPROVED</b> . A signed copy of the minutes would be uploaded to the website.	<b>APPROVED</b> <b>CLERK</b>
<b>8. Annual Parish Meeting – preparation</b> The Clerk drew attention to the forthcoming meeting scheduled for 15 <sup>th</sup> May 2024. Councillors to agree and invite local groups to give updates/presentations and advise Clerk.	<b>ALL</b>
<b>9. HIF1 Road.</b> The Planning Inquiry continues and CB gave an update. CB had attended the Inspector's site visit which was held over two days. CB advised that the route was closer to Culham than had been expected. CB would attend on behalf of CPC on ????. The inquiry can be followed on a link on YouTube. Remaining scheduled inquiry dates: <ul style="list-style-type: none"> <li>• 27 February to 1 March</li> <li>• 26 to 28 March</li> <li>• 16 to 19 April</li> <li>• 23 to 26 April</li> <li>• 8 to 10 May (set as reserve days)</li> </ul> (7) HIF1 Didcot - YouTube	<b>Parish Council</b> <b>SS/CP</b> <b>Response</b>
<b>10. 20 MPH – Update (CP)</b> Councillors agreed to request an additional location for the 20mph (adjacent to the Community Orchard). This request will be made as part of the consultation which closes on 28 <sup>th</sup> March 2024.	<b>CB/CLERK</b>
<b>11. Abingdon Reservoir</b> It was agreed to reschedule the presentation from Thames Water to the June meeting and CB would email to agree, copied to Clerk.	<b>ALL</b> <b>CLERK</b>
<b>12. Cutting Back Hedges – residents (ALL)</b> Councillor agreed to liaise with residents to explain the need to cut back hedges which intrude footpaths. The Clerk would contact the agents (Adkins) for no.12A Tollgate Road who would be responsible for maintaining the hedges.	<b>ALL</b> <b>CLERK</b>
<b>13. No Mow May and Approve A&amp;W Grounds quotation for 2024 (NG)</b> Councillors agreed no mowing locations – recreation ground – 5m near to horse paddocks and no cut to The Green area opposite the footpath for the month of May.	<b>NG</b>

	Councillors <b>AGREED</b> the quotation and schedule of cuts and to publicise the plan in The Mouthpiece and for the Clerk to put on PC website. NG would also contact A&W Grounds to request cutting of verges to part of Tollgate Road. Clerk to contact SOHA regarding cutting area surrounding social housing.	<b>AGREED</b> <b>CLERK</b>
14	<b>Improving safety along the pavement along Tollgate Road/Tollgate Road Crossing</b> CP would follow up and write a further email to OCC as there had been no response received. Robin Bennett would also be contacting OCC.	<b>CP</b>
15	<b>Defibrillator Installation Progress update (CP)</b> CP was pleased to report that the Nursery had agreed for the defibrillator to be located and installed at the Nursery School and CP would liaise with AED Donate regarding the installation.	<b>CP</b>
16	<b>Village Hall</b> Councillors agreed to discuss ideas for a future village hall and add to a future agenda. The Clerk would contact Graham Jones who had originally designed a pavilion with the intention for it to be used as a Village Hall on the recreation ground.	<b>CLERK</b>
17	<b>Risk Assessment – review and approve</b> The Clerk informed Councillors that she would be updating the risk assessment document and was awaiting a pro forma recommended copy. This would be brought to the next meeting for review and approval.	<b>CLERK</b>
18	<b>Community Orchard</b> Councillors agreed for the Clerk to contact Wellers Solicitors to seek legal advice as suggested by the SODC planning officer.	<b>AGREED</b>
19	<b>Finance – Budget Variance</b> The Clerk had circulated a budget variance report with explanations. There were no significant variances against budget.	
20	<b>To Agree Accounts for Payment:</b> Clerk's Salary – March 2024 - £442.00 Expenses – stationery items - £32.24 Dog Waste collections 2023 prior to cancellation of contract £678.13 + £27.46 Glasdon – Dog waste bin and fixings £320.26 + £40.69 OALC membership renewal £168.00	<b>AGREED</b> <b>AGREED</b> <b>AGREED</b> <b>AGREED</b>
21	<b>To discuss the following Planning Applications:</b> <b>P24/50516/HH – Culham Lodge, Abingdon Road, Culham</b> NG did not take part in the decision due to declaration of interest - owner of property. Councillors agreed to submit no objections and the clerk would complete the submission. <b>MW.0067/22 Bridge Farm Quarry</b> Councillors agreed not to respond to the application without a full understanding of the implications. It was understood that Sutton Courtenay and Appleford Parish Councils would be submitting their responses.	<b>CLERK</b>
22	<b>Items for report and inclusion on next Agenda:</b> Tollgate Road – update Community Orchard update	

20mph limit HIF1 Abingdon Reservoir Risk Register – review update and agree Clerk – update on The Green, extending lease – The Glebe; Cemetery Steps Reminder – Annual Parish Meeting – May 2024 Interim Internal Audit - report from Clerk	
23 <b>Date of Next Meeting:</b> Wednesday 10 <sup>th</sup> April 2024 at 7.30pm – St Paul's Church, Culham	

The meeting closed at 9.20pm

