CULHAM PARISH COUNCIL

Minutes of the Parish Council meeting duly convened and held on Wednesday, 14th February 2024, hosted at St Paul's Church, Culham

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

The meeting opened at 7.35pm

		ACTION
1.	**Welcome, Apologies and Quorate** The Chair welcomed all to the meeting. Apologies noted from Sam Casey-Rerhaye and Nacho Gimenez. The meeting was Quorate.	
2.	**Declarations of personal and prejudicial interest** There were no declarations of interest.	
3.	**Report from SODC Councillor – Sam Casey-Rerhaye** Councillors noted the report which had been received from SCR.	
4.	**Report from County Councillor** Report from Robin Bennett had not been received at 14th February 2024.	
5.	**Clerks' Report** The Clerk gave a summary of the report. To note: Clerk to follow up with planning officer regarding transfer of the Community Orchard and access. Clerk to purchase additional dog waste bin and to agree relocation of existing bin. The Clerk would contact the Environment Agency to request that a bin to be located near the lock. The Clerk confirmed that she had contacted a local handyman who would be available to assist with repairing the potholes. Aggregate to be ordered and delivered in April in the hope that the weather would improve.	**CLERK**
6.	**Public Participation (15 minutes maximum)** There were no members of the public present at the meeting.	
7.	**To Approve Minutes from 10th January 2024** The minutes from 10th January 2024 were accepted as a true and accurate record of the meeting. The minutes were **APPROVED.** A signed copy of the minutes would be uploaded to the website.	**APPROVED** **CLERK**
8.	**HIF1 Road.** The Planning Inquiry due to commence on 20th February 2024. CB had requested to speak on the first day.	

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9.	**Abingdon Reservoir** CB confirmed that Thames Water had been invited to give a presentation preceding the CPC meeting scheduled for 13th March 2024. *Note – since the meeting took place it has been agreed to reschedule the presentation and date to be agreed (possibly May).*	**CB/CLERK**
10	**Joint Local Plan 2041 Consultation** CB had attended a consultation session and had been disappointed with the lack of information available and had given email feedback. CB had requested a copy of the Local Plan and was advised that this could be purchased for circa £130.00. Councillors agreed to request a complementary copy and if this was not available the Clerk would arrange to purchase. CB explained that she had undertaken an in-depth review of the Local Plan and had many misgivings with regard to the impact on Culham. CB had arranged a meeting with several stakeholders including SCR to discuss in greater detail and agree a response. CB also encouraged all individuals to respond and reminded that the deadline for responses was 26th February 2024. Parish Councillors thanked CB for her in-depth review.	**ALL**
11	**Improving safety along the pavement along Tollgate Road/Tollgate Road Crossing** SS suggested contacting John Beale form OCC highways to discuss how to widen the path and cut back the hedge which encroaches the path. SS agreed to contact John Beale and NG and CP will follow up and agree a meeting.	**SS/CP/NG**
12	**Defibrillator Installation Progress update (CP)** The Defibrillator location continued to be an issue and CP would contact the nursery to discuss the possibility of it being located on the school building. It was agreed that it was important to locate where easily accessible to all. The Clerk would also contact SOHA with the possibly of locating at The Willows.	**NG/CP** **CLERK**
13	**Village Hall** Councillors agreed to discuss ideas for a future village hall and add to a future agenda.	**AGREED**
14	**Community Orchard** The Clerk had received an update from Morrells (John Taylor) *"the grant of planning permission for the pub is subject to a condition in the Sect. 106 agreement that the lease and the new access to it from Tollgate Road is to be provided, but this will now take place at the same time.as development takes place, not as I had hoped with a temporary access from Tollgate Road direct into the orchard site. This would have required a separate planning application by the PC which would have itself taken months and this delay would defeated its very purpose"*	
15	**Finance – Budget Variance** The Clerk had circulated a budget variance report with explanations. There were no significant variances against budget.	
16	**Personnel Committee – to agree** The Clerk drew attention to the need to set up a Personnel Committee which would enable the Clerk to receive an annual appraisal. Three members of the PC would be required to form the Committee. Councillors agreed that CP	**AGREED**

	would chair, with SS and MRC as members. The Clerk would circulate further information to the Committee.	**CLERK**
17	**To Agree Accounts for Payment:** Clerk's Salary –February 2024 for payment 28th February 2024 plus expenses for Tesco Mobile cost £10.00 – total £452.00 2023 Election Costs, May, June and July - £600.00 Parish Online – February 2024 – February 2025. £336.00 Charlton Park Garden Centre – tree fixings - £57.40	**AGREED** **AGREED** **AGREEd** **AGREED**
18	**To discuss the following Planning Applications:** **P24/S0351/HH** – 16 Thame Lane, Culham OX14 3DS – No objection. – Clerk to submit response. **P24/S0090/AG** – High Lodge Farm, Thame] Lane, Culham OX14 3DX – No objection – Clerk to submit response.	 **CLERK**
19	**Items for report and inclusion on next Agenda:** Tollgate Road – safety improvements and crossing Defibrillator – update Community Orchard update Additional Trees and Benches 20mph limit HIF1 Abingdon Reservoir Risk Register – review update and agree Cutting back hedges – residents Village Hall Clerk – update on The Green, extending lease – The Glebe; Cemetery Steps Reminder – Annual Parish Meeting – May 2024 Interim Internal Audit	
20	**Date of Next Meeting:** *Wednesday13th March 2024 at 7.30pm, Culham Church*	

The meeting closed at 8.55pm