CULHAM PARISH COUNCIL
Minutes of the Parish Council meeting duly convened and held on
Wednesday, 10th September 2025, hosted at Culham Village Nursery School

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

The meeting opened at 7.30pm

1	**Welcome, Apologies and Quorate** The Chair welcomed attendees to the meeting. The meeting was Quorate.
2	**Declarations of personal and prejudicial interest** None for this meeting.
3	**Public Participation** Tollgate Road – CP confirmed that plans are in progress for improvements to the safety of Tollgate Road for pedestrians. The new crossing has been approved with progress on the design and installation. RJ and residents had met with OCC Councillors at an onsite meeting and demonstrated their concerns and issues within Culham which included requests for pedestrian and cyclist safety. A recent near miss was noted with a cyclist who was visibly shaken. Residents also highlighted the need for improved wheelchair access on footpaths. CP confirmed that issues with rubbish/fly tipping should be reported on Fix My Street where possible. Surface water flooding issues – members of the public/residents agreed that it would be useful to set up a resident flooding working group to address flooding concerns caused by blocked drains, an area surrounding The Willows was noted as a major concern. In addition, RJ would follow up with OCC.
4	**Report from SODC Councillor – Sam Casey-Rerhaye** • Councillor Community Grant scheme now open for applications. Deadline is 5th December 2025. • New phone number for waste inquiries – 01235 422123 • Queries regarding garden wate permits – 01253 422422 • Planning service update – IT systems have been updated recently but unfortunately affected the online services for a period of time. The team is currently unable to offer a full level of service to residents and customers but are phasing in the reintroduction of all services. Planning applications are currently two weeks behind the standard processing period. • Licensing Act Policy – consultation open: our consultation page • Annual Elector Canvass - The electoral register annual canvass is the requirement to contact residents each year to ensure they check that their details on the register are up to date. Residents will receive either a yellow letter or an email - this will ask them to visit householdresponse.com/southandvale to either confirm 'no change' to our records, or to make changes online, if required. southoxon.gov.uk/ElectionsCanvass

5	**Report from County Councillor – Cllr Robin Jones** • **COUNCILLOR PRIORITY FUND:** • The £10,000 fund I am allocated 'to support local community projects in my division' has now gone live. The application deadline is **30 NOVEMBER 2026.** For details and how to apply please visit: https://www.oxfrdshire.gov.uk/residents/communities/councillor-priority-fund • **Road Resurfacing:** A comprehensive programme of resurfacing work to improve roads across Oxfordshire is taking place with 111,000 square metres of roads being addressed. Oxfordshire County Council and its principal highways contractor M Group will visit 36 sites to carry out essential resurfacing. Work started at the end of June 2025 and is scheduled to run until 17 October 2025. More information at https://news.oxfordshire.gov.uk/latest-road-resurfacing-programme/ • **A4074 policing:** Thames Valley Police (TVP) were out on Sunday 13th July with Inspectors and Chief Inspectors on the A4074 (finally!) tackling the speeding and dangerous driving issues we are all too aware of locally. Drones were used and several fines for speeding and dangerous driving were issued. The CEO of Oxfordshire County Council is visiting on 8th Sept (see item below) and I'll be introducing him and his officers to the problem then. • **Climate Emergency UK:** This organisation monitors the performance of the country's councils and full results can be seen at https://councilclimatescorecards.uk/scoring/county/. Oxfordshire County Council is currently in first place with a 65% rating across all the criteria, the average score for councils being 40% • **Local Government reorganisation:** In light of the Labour government's initiative to re-order local government into unitary or combined authorities the three different proposals for Oxfordshire are summarised here https://letstalk.oxfordshire.gov.uk/local-government-reorganisation • **Drain clearing**: OCC has committed to cleaning every roadside gully, drain and manhole every year for the duration of the current term. https://news.oxfordshire.gov.uk/every-roadside-drainage-gully-to-be-cleaned-this-year/ A full report can be found on the Culham Parish Council website.
6	**Clerk's Report and Financial Update:** **Finance:** Bank Accounts 31st August 2025: Instant Access: £30875.94; Current: £841.03 Budget Variation- no major differences during August. Report to be uploaded to website. External audit – I supplied Moore with further information to clarify earmarked reserves and await the final signed report. **Recommendation of Purchase Card from Unity Trust Bank –** Signatures for authorisation required and application will then be forwarded to Unity Trust for approval. Update: I submitted the request for, however an additional form needs to be signed by mandated Councillors at the 10th September meeting and I have contacted Unity Trust to advise that this will be actioned.

	Diocese of Oxford and Community Orchard – Andrew Robson from Sidleys has written to the Diocese to recommend their agreement to planting trees in an unused area of The Glebe recreation ground. I chased again and emailed but still no further response. Update received on 10th September – to go ahead and add the community orchard details to the redrafting of the lease. Clerk will advise Wellers. **The Glebe lease** –Culham PC have now paid Wellers (lawyers) the requested amount to complete the renewed lease. I have advised lawyers that payment has been made and await further information (I will follow up). Clerk to follow up duration of lease and can this be extended to circa 30 years? **The Green** – No further updates. **Emergency Plan** – I attended a Talking Tables meeting during July and gathered further information to develop an emergency plan for Culham. Input from Councillors would be very helpful and I will circulate information post meeting. Update on 10th September – clerk will circulate the template for review and approval prior to the next meeting. **Repairs/maintenance:** • Playground repairs - an additional quote has been received for approval by Councillors: Supply and install new Playdale spring and new x2 spring clamps to existing loose small springer. Qty Unit Price Total Price 1 Ea. £1,078.00 Net Total VAT Quote Total £1,078.00 £1,078.00 £215.60 £1,293.60 • Dog waste bin – urgent relocation and of the litter bin – The Burycroft – agreed at the 10th September meeting. • Noticeboards – confirmation required of any additional materials to proceed with installation. Installation ideally to be carried out during September. <u>Updates from Councillors:</u> • SIDS – awaiting completion of installation of poles. CP will order the SIDS prior to end of September deadline. Clerk to research applying for TVP grant (deadline 22nd September 2025). • Lighting UKEA – increased lighting has been a concern. CB confirmed that the parking area lights will now be switched off from 8pm to 5am. • SESRO – next briefing meeting is on 17th September 2025 from 2-4pm. SCR/CP may be able to attend.
7	**To approve: Minutes 9th July 2025** The minutes 9th July 2025 were accepted as a true and accurate record of the meeting and signed by the Chair.
8	**To discuss: Didcot Neighbourhood Plan – steering group.** Councillors agreed and RESOLVED not to be included in the above consultation.
9	**To agree: new bus shelters and locations pending quotations** For next agenda.
10	**To agree: relocation of dog and litter bins – The Burycroft** Councillors agreed and RESOLVED to relocate the dog waste bin/litter bins.

	Dog waste bin – over the wooden bridge on the footpath. CB will provide a what3words location. Noticeboards – Clerk to follow up with NG to order required cement/fixing materials and advise when delivery due.
11.	**To update: Progress with feasibility study for village hall** CP and CB attended a meeting on 9th September at the Church. Councillors agreed that a working group should be set up to include residents and a Councillor(s). MCR will research use of a surveyor to give initial advice. Clerk to research use of a grant (county councillor fund?) for contribution to costs for use of professional advice.
12.	**To agree: Accounts for Payment** **Councillors RESOLVED to approve payments.** Clerk's Salary September 2025 inc HMRC PAYE **£477.10** Scribe Monthly fee – accounting software (agreed monthly direct debit) **£37.20** **Payments made in between meeting approvals:** Clerk's salary August 2025 including back dated pay **£466.69** Scribe August payment **£37.20** J Drewe July and August **£813.77** PetWaste (August x 2 – Standing order) **£7.92 x 2** PlaySafety ROSPA inspection **£139.20** Weller Lawyers – The Glebe lease renewal **£1752.00**
13	**Finance:** a. To note – increase in Clerk's Salary – NALC payscale SP24 - £18.35 per hour b. Bank Reconciliation – see clerk's report c. Budget Variation – see clerk's report d. Agree quotation for additional playground repair £1293.60 inc VAT – Councillors RESOLVED to approve. e. Approve internal auditor for 2025/26 – Theresa Goss – Councillors RESOLVED to approve. f. New policy approvals: Anti-bullying and harassment; Equality and Diversity; Adoption of Civility and Respect pledge. Councillors RESOLVED to approve.
14.	**To Review: Planning Applications** **P25/S2584/DIS** Culham Science Centre Nursery & Preschool Culham Science Centre Abingdon OX14 3DB Discharge of General Biodiversity Gain (BNG) condition on application ref. P24/S3446/FUL Erection of a security fence, two security huts and a footpath. 14 August 2025 **P25/S2380/T28** High Lodge Farm Thame Lane near Culham Oxfordshire OX14 3DX The removal and replacement of three antenna. Installation of a cabinet with existing cabin. Development ancillary reworks thereto. 30 July 2025 **P25/S2077/DIS** Kingfisher Barn Rye Farm near Culham OX14 3NN Discharge of condition(s) 3 (Sustainable Drainage Measures) on application ref P25/S1242/FUL (Proposed conversion of disused swimming pool building for leisure activities). 8 July 2025 No objections recorded.

	• PC response to OCC Local Transport and Connectivity consultation (closes 1 Oct) • Attendance at SESRO briefing re flooding 17 Sept 2-4pm (Stevenage Storage Facility, Hanney)
15.	**Items for inclusion on the next agenda**: Emergency plan; feasibility study – village hall;
16.	**Date and Venue of Next Meeting** 8th October 2025, 7:30pm at Culham Pre School/Nursery
	The meeting closed at 9.15pm