

# Culham Parish Council

## Minutes of the Parish Council Meeting

### Held in the School on

## Monday 10<sup>th</sup> December 2007 at 7.30pm

**Present:** Mr G Bartley  
Mr A Steele  
Dr T Price  
Mr J Thomas

**Apologies:** 1

**Public:** 0

### 1. APOLOGIES FOR ABSENCE

Councillor Howell had sent apologies.

### 2. DECLARATION OF INTEREST

All Councillors were given the opportunity to declare an interest in any of the items on the agenda. No declarations were made.

### 3. PRESENTATION

The meeting was attended by Mr Chris Evans to discuss the council's views on the future of The Lion public house. It was resolved to place an article in the village newsletter and on the Culham website to ask villagers to contact the Clerk to make their views known. **Mr Steele to compose article and send to the village newsletter editor and the Culham website editor.**

### 4. MINUTES OF THE MEETING HELD ON 12<sup>th</sup> November 2007

The minutes of the above meeting were approved and signed by the Chairman as a correct record.

### 5. ACTIONS UPDATE AND MATTERS ARISING

#### ACTIONS UPDATE

Action	Update
<b>Thames Water sign</b> opposite Waggon & Horses junction.	Ongoing. See District Councillor's update in 6. below. <b>The Chairman to progress with the owner of the field.</b>
<b>Playground Fencing – The Clerk and Chairman to arrange for BCB to complete work.</b>	Ongoing.
<b>Burial Ground Rules Review -</b> New rules have been published in the Mouthpiece village newsletter. <b>Chairman to provide copy of guidelines to webmaster.</b>	Ongoing.
<b>Abingdon Integrated Transport Strategy (AbITS) –</b> No reply received as yet from Abingdon Town Council or Abingdon Chamber of Commerce. <b>Mr Steele to draft further correspondence.</b>	Mr Steele had circulated letters for review. <b>The Clerk to arrange for Chairman to sign, and post.</b>

Oxfordshire Association for the Blind –donation of £50. <b>The Clerk to post.</b>	Completed.
'The Lion' public house: Concern was raised that the state of the building and no lights on could encourage vandalism. <b>The Clerk to write to Admiral Taverns to highlight the council's concerns.</b>	Completed. Letter posted, no reply received to date.
A donation of £550 received from UKAEA, to be used for a butterfly seesaw. <b>The clerk to write to UKAEA to thank them for their donation.</b>  Further sponsorship may be obtained by writing to WRG at Sutton Courtenay. <b>The Chairman to contact with request.</b>	Completed.  Dropped.
Archiving of Parish Documents <b>Documents to be sorted before making arrangements with Oxfordshire Records Office.</b>	Ongoing. <b>The Clerk to arrange collection of the filing cabinet from the former clerk.</b>
Upgrading of the A415 footpath from the Burycroft junction with the A415 to a cyclepath, with dual use for cyclists and pedestrians. <b>Mr Steele to draft letter to OCC Highways department to express the council's concerns. Mr Steele to draft item for the village newsletter.</b>	Letter has been distributed and agreed. <b>The Clerk to arrange for Chairman to sign and post.</b>
SODC Forest and Countryside Service request for names for Tree Warden role. <b>Item to be put in the next village newsletter to gather interest.</b>	Completed. No feedback received to date.
The lawnmower to be serviced - payment to be made from the Culham Recreation and Community Committee. <b>Dr Price to confirm payment.</b>	Service has been arranged. Dr Price agreed to leave a cheque from the CCRC with the Chairman.

#### MATTERS ARISING

None.

#### 6. REPORTS FROM DISTRICT & COUNTY COUNCILLORS

**County Councillor** – Mr Howell did not attend.

**District Councillor** – Mrs Tomlinson reported back to the parish councillors on

several issues, including

- Bus Passes: the district and county councils were looking at an integrated scheme so passes could provide for travel anywhere within the county.
- Thames Water – Thames Water has no knowledge of the sign by the junction of A415 and Tollgate Road. **Mrs Tomlinson will investigate further.**
- AbITS - a reply from Oxfordshire County Council regarding AbITS had been distributed. A representative from Oxfordshire County Council Transport Planning team has agreed to attend the January meeting to discuss further.
- Culham No. 1 site: concerns were raised about lorry traffic around the perimeter road. **Mrs Tomlinson to discuss with County Councillor.**
- SODC Core Strategy Issues and Options Paper and questionnaires. **Dr Price to review on behalf of the parish council to report back at next meeting.**

## 7. CORRESPONDENCE

The following correspondence had been received during the month and distributed to the councillors.

Item No	Summary (* = action required)
1	Real Sports & Leisure flier
2	Countrywide Grounds Maintenance flier
3	SODC Housing Services: consultation letter and Revised Housing Allocations Policy. <b>*Responses due by 21<sup>st</sup> December 2007.</b>
4	Oxford Green Belt Network: reminder for AGM to take place 19 <sup>th</sup> November 2007. Agenda and Papers attached.
5	FilmsceneUK Village Mobile Cinema service flier
6	OCC reply from Andy Warren to inquiries re AbITS from clerk and Mrs Pamela Tomlinson.
7	OCC Fire Authority Intergrated Risk Management Plan
8	Oxfordshire Association for the Blind – receipt and thanks for donation
9	SLLC – The Clerk – November 2007 edition
10	ORCC review Autumn/Winter 2007 Issue 2
11	SODC Budgets and Precepts 2008/2009 <b>* Requires estimate of precept required for 2008/2009 by 11 January 2008</b>
12	OCC transport team – replies to questions regarding AbITS to Mrs Tomlinson
13	River Thames Society Upper Thames Branch – Christmas lunch and programme of events for 2008
14	SODC Didcot Forum – newsletter November 2007 and news of meetings/forthcoming events.
15	Oxfordshire Association of Local Councils – County Circular November 2007
16	SODC Standards Committee – Agenda for Standards Committee meeting to be held 27 November 2007.
17	Playdale – Revised layout for play area <b>*Check plan and sign acceptance – for return.</b>

18	OCC Review of Subsidised Bus Services – June 2008 <b>*Comments, ideas &amp; suggestions by 7 January 2008.</b>
19	Stoy Hayward – report of audit of annual return
20	OCC – Review of subsidised bus services in Wantage and Faringdon – revised services and timetables from 10 December 2007. <b>*For public display – Done</b>
21	Oxfordshire Community Land Trusts – flier
22	SODC Core Strategy Issues and Options Paper and questionnaires <b>* for response by 1 February.</b>
23	Wallingford District CPRE newsletter December 2007
23	Oxfordshire Green Belt Network Newsletter December 2007
24	SODC consultation on referral of planning applications to planning committee <b>*Submit views by Monday 4 February 2008</b>
25	SODC Review of polling districts and polling places
26	SODC re adoption of the revised code of conduct for councillors
27	OCC Review of external transport posts

## 8. PLANNING APPLICATIONS

**P07/W1153** – Change of use to B8 (storage and distribution) at Unit 153, Culham No. 1 Site - **Planning permission is granted.**

**P07/W1154** - Change of use to B8 (storage and distribution) at Unit 152, Culham No. 1 Site - **Planning permission is granted.**

**P07/W1222** – Erection of a replacement single storey conservatory at 6 The Green Culham - **Planning permission is granted.**

## 9. FINANCIAL MATTERS

### **Culham Parish Council Audit for the year ended 31 March 2007**

The report from the Auditors, BDO Stoy Hayward LLP, and Annual Return were distributed to all councillors for review. The Annual Return was approved and accepted by the council. The report of issues arising was presented and the council agreed that no action was required regarding the Fidelity Guarantee as cash assets would reduce significantly after refurbishment of the play area. **The Clerk as Responsible Financial Officer to sign and post the Notice of Conclusion of Audit to the village noticeboard for at least 14 days.** Members of the public may arrange to view or request a copy of the Annual Return by contacting the Clerk.

## Precept 2008/2009

The meeting discussed the budget for 2008/2009 and drafted the precept request. Provision was made for traffic calming measures and improved opportunities for sports in the Glebe recreation ground. **The precept request to be finalised at the next council meeting.**

## PAYMENTS

<i>Chq</i>	<i>Payee</i>	<i>For</i>	<i>£</i>	<i>£ total</i>
1135	Stoy Hayward LLP	Invoice 794572 09.11.07 Fees for Audit 31 March 2007	140.00	
		VAT	24.50	
		<b>TOTAL PAYABLE</b>		<b>164.50</b>
1136	J Beck	Salary (Nov 2007) Expenses Post & telephone	131.74 10.00 7.06	
		<b>TOTAL PAYABLE</b>		<b>148.80</b>
1137	Playdale Playgrounds Ltd	Deposit for order no. 4460 playground refurbishment for Glebe Recreation Ground.	7793.00	
		VAT	1363.78	
		<b>TOTAL PAYABLE</b>		<b>9156.78</b>
1138	J Thomas	Grass cutting/stripping of village green 2007	260.00	<b>260.00</b>
		<b>TOTAL PAYMENTS</b>		<b>9730.08</b>

## RECEIPTS

None.

## Instructions to Bank

The Clerk reported that the bank had returned the mandate signed by all councillors at the last meeting as the Clerk was also required to sign and attend the bank with identification.

## 10. ANY OTHER BUSINESS

Dr Price had attended the Oxford Green Belt AGM. **Dr Price to prepare summary for article for village newsletter.**

## 11. DATE OF NEXT MEETING

The next meeting is 7.30pm - Monday 14<sup>th</sup> January 2008.

**Signed** ..... **Date** .....