

**Culham Parish Council  
Minutes of the Meeting  
Held in the School on  
Monday 8<sup>th</sup> December 2008 at 7.30pm**

**Present:** Mr G Bartley (Chair)  
Mr A Steele  
Mr J Thomas

**In attendance:** Ms J Beck (Clerk)

**Public: 0**

**1. APOLOGIES FOR ABSENCE**

Cllr Price, Cllr Tomlinson (District Councillor) and Ms Lorraine Lindsay-Gale, in place of Dr Howell (County Councillor), 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. PUBLIC PARTICIPATION**

There was none.

**4. MINUTES OF THE MEETING HELD ON 10<sup>th</sup> November 2008**

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

**5. MATTERS ARISING AND MATTERS OF URGENCY**

<b>Action</b>	<b>Update</b>
Traffic Calming	<u>Ongoing</u> . It was agreed that the OCC traffic survey had not revealed a significant problem. The Clerk to write to Peter Ronald at OCC to request removal of the white line from the middle of the road, and survey to be repeated for High Street and Tollgate road.
Trees on the Green	<u>Done</u> . Two trees are now planted. The Culham History Society will make a donation to the parish council. A letter has been received from a resident objecting to the siting of the Sorbus tree. The Clerk to reply.
Trees at The Glebe	<u>Ongoing</u> . Cllr Bartley will liaise with OCC about planting the other two trees on The Glebe.
Access road to Burial Ground	<u>Done</u> . The Clerk to write to Morrells to request £300.00 contribution as arranged.

Oak tree at Recreation Ground overhanging 1 Tollgate Road.	<u>Ongoing.</u> Only one quote received. Cllr Steele will contact other firms.
Pavement surfaces at Tollgate Road, and High Street (by number 43).	<u>Ongoing.</u> Clerk to chase progress with OCC.
Incinerator at Sutton Courtenay	<u>Dropped.</u> It was agreed that no further action is required.
Cutting of Grass on the Green	<u>Dropped.</u> The grass does not need cutting during the winter months.
Lawnmower	<u>Ongoing.</u> Cllr Price to organise the return of the council's mower now the shed is repaired.
Boarding on the windows at The Lion	<u>Ongoing.</u> The clerk to check with the Planning Department at South Oxfordshire District Council.
Drainage on Thame Lane	<u>Done.</u> Cllrs Bartley and Steele have been in contact with the residents of the property and established that this matter is outside the remit of the parish council.
Appointment of Internal Auditor	<u>Ongoing.</u> Details have been received of auditors for local councils and it was agreed that the parish council should request the services of a qualified auditor. The Clerk will progress.

Cllr Bartley had received a letter from the school requesting a donation from the Parish Council. It was agreed to review this request at the next council meeting.

Cllr Bartley offered to bind the looseleaf Minutes of Meetings of the parish council into volumes. Previous Minutes written into bound notebooks have already been deposited with the Oxfordshire Records Office.

## **6. FREEDOM OF INFORMATION ACT**

It was resolved to adopt the new Model Publication Scheme. Cllr Steele to review the types of information and means of publication contained within the Information Guide for the parish council.

## **7. REPORTS FROM DISTRICT AND COUNTY COUNCILLOR**

County Councillor: None.

District Councillor: Mrs Tomlinson reported on several local issues including

- The Council invites applications for funding toward voluntary and community groups
- Christmas recycling roadshows during December
- Free afternoon parking in December for local shoppers

## 8. CORRESPONDENCE

Various items of correspondence had been received during the month and distributed to the councillors. Items are listed on file.

## 9. PLANNING APPLICATIONS

### a) New Applications

Reference	Location/Description	Parish Council Response
<a href="#">P08/W1196/LB</a>	36 High Street Culham Replacement of existing wooden windows with new in same style.	The Parish Council has no strong views.
<a href="#">P08/W1263/AG</a>	Lockwood Farm Culham Agricultural Grain store	The Parish Council considers the application should be refused, as it has concerns about the increase in traffic.

### b) Decisions

Reference	Location/Description	District Council Decision
<a href="#">P08/W0977/LB</a>	Stable Cottage High Street Culham First floor window to landing, chimney to proposed fireplace and internal alterations (including re-orientation of the staircase).	Listed building consent is granted.
<a href="#">P08/W0976</a>	Stable Cottage High Street Culham ABINGDON Chimney to new fireplace in the living room. New window to provide light to first floor landing. (As amended by drawing L3 Rev A and L2 Rev A received on 10 November 2008).	Planning permission is granted.

## 10. FINANCIAL MATTERS

### a) Receipts

None.

### b) Expenditure

The following cheques had been authorised for payment since the last meeting:

<i>Chq</i>	<i>Payee</i>	<i>For</i>	<i>£ detail</i>	<i>£ total</i>
1188	Hanson	Gravel for road by Church	690.00	
		VAT	120.75	
		<b>TOTAL PAYABLE</b>		<b>£810.75</b>

<b>1189</b>	Refurbishment of shed at recreation ground	4985.00	
	VAT	872.37	
	<b>TOTAL PAYABLE</b>		<b>£5857.37</b>
	<b>TOTAL PAYMENTS</b>		<b><u>£6,668.12</u></b>

c) Finance update

Cash at bank as at 30.11.08

Current Account	£0.00
Reserve Account	£7,356.77 *

\* of which £2,684.60 ringfenced funds for CCRC

d) For payment

The following cheques were authorised for payment:

<i>Chq</i>	<i>Payee</i>	<i>For</i>	<i>£ detail</i>	<i>£ total</i>
<b>1190</b>	J Beck	Clerk's salary and expenses		
		<b>TOTAL PAYABLE</b>		<b>£171.20</b>
<b>1191</b>	BCB	Grass cutting	273.10	
		VAT	47.82	
		<b>TOTAL PAYABLE</b>		<b>£320.92</b>
<b>1192</b>	Jim Boyland	Rospa check and burial ground	70.00	
		VAT	12.25	
		<b>TOTAL PAYABLE</b>		<b>£82.25</b>
<b>1193</b>	G Bartley	Reimbursement for hire of excavator for laying gravel at The Green, Culham	158.00	
		VAT	21.90	
		<b>TOTAL PAYABLE</b>		<b>£179.90</b>
		<b>TOTAL PAYMENTS</b>		<b><u>£754.27</u></b>

e) Budget and Precept Request 2009 - 2010

The council reviewed income and expenditure for the current year to 30<sup>th</sup> November 2008, and projected receipts and expenditure to 31<sup>st</sup> March 2009.

The budget for the financial year 2009 – 2010 was agreed, and the council resolved to levy a precept of £10, 320.

**11. DATE OF NEXT MEETING**

The next meeting is the Parish Council Meeting starting at 7.30 pm on Monday 12<sup>th</sup> January 2008.

**12. CLOSE OF MEETING**

There being no further business, the Chairman declared the meeting closed at 9.50 pm.

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