

CULWORTH PARISH COUNCIL

ANNUAL GENERAL MEETING

May 31st 2022 at 7pm in Culworth Village Hall

Annual Meeting agenda

1. Councillors present A. Wilby, S. Rolt, M. Rowling, D. Mumford, M. Koster, J. Mullins Blyth. The Clerk Mrs J.M. Rowling was in attendance
2. Apologies for absence Cllr Guinness annual leave
3. Election of Chair Cllr Wilby – Proposed by Cllr Rolt and seconded Cllr Koster that all councillors remain in same post. All other councillors agreed.
4. Election of Vice Chair Cllr Rolt
5. Responsible Financial officer The Clerk as part of role
6. Internal Controller- all councillors
7. Internal Auditor – NCALC internal audit scheme
8. Signatories to account Councillor Rolt and Mumford and Wilby
9. Planning applications and large documents- subcommittee Cllr Koster, J. Mullins Blyth
10. Burial ground and Berry Hill Close subcommittee Cllr Mumford and the Clerk. Charges according to Church authorities
11. Finance subcommittee Chairman Vice Chairman and the Clerk. Meet annually in November Cllr Wilby Cllr Rolt, Cllr Mumford and the Clerk
12. Culworth Hill Field Trust Cllr Wilby
13. HS2 representative. Cllr Rolt
14. Village Hall representative Cllr John Mullins Blyth
15. School liaison Cllr Guinness
16. Tree warden voluntary post – Cllr Rowling
17. Footpaths and bridleways - Mark and Sarah Izzett
18. Newsletter Mrs Kate Smith culworth.newsletter@gmail.com
19. Website Mrs Joanne Wilby
20. Meetings for 2022--3- bi monthly on third Tuesday at 7pm proposed by Cllr Wilby and seconded Cllr Mullins Blyth. All councillors agreed
21. Equality statement circulated to all householders in next newsletter and on website
22. Standing Orders 2022 (see attachment) Proposed Cllr Rolt and seconded Cllr Koster. All agreed
23. GDPR- for July meeting

24. Complaints procedure and committee July agenda
25. Burial Ground regulations attached Proposed Cllr Rolt, seconded Cllr Koster. All agreed

General Meeting

1. Cllrs present. A. Wilby, S. Rolt, D. Mumford, M. Rowling, M. Koster, J. Mullins Blyth. Mrs J. Rowling Clerk was in attendance
2. Apologies for absence Cllr Guinness Annual leave Cllr Eastwood
3. Declarations of interest on agenda items- None
4. OPEN Meeting- NO members of public present
5. Minutes of March 2022 proposed as correct Cllr Mullins Blyth and seconded Cllr Rolt. All councillors approved
6. Asset Mapping- Kate Smith was unable to demonstrate the project and completion of work to date- due to illness. For July meeting
7. Matters arising not on agenda- None
8. Community Play Park Cllr Wilby and Madeline Green. Cllr Wilby reported that the preplanning application was with West Northants Council. Following Annual Parish Assembly, the Hill Field was the preferred site. NO further action on Recreation site. Wicksteed Play Company had visited Hill Field site today.
9. Report from WNC Councillor Eastwood- appointment of HS2 warden Gary Pettit
10. HS2 update Cllr Rolt- Green Tunnel structures for Chipping Warden being delivered on Sunday mornings around 5am causing minimal disruption to A361 road users and residents of Wardington
11. Speeding in village- speed sign location and 20mph signs. Cllr Rolt and Cllr Mullins Blyth in charge. Cllr Guinness away so no progress on 20mph signs.
12. Defibrillator training- still awaiting offer of trainer from SCAS
13. Community plans for Jubilee- Cllr Wilby stated all residents had all details around Easter time and again Jubilee Booklet and posters since early May. All events well in hand.
14. Culworth Hill Field Trust- Cllr Wilby reported that Sport England grant had been received with time constraints for Phase one completion. Cllr Wilby and Rolt to agree with CHFT for temporary licence to allow CHFT to work on Culworth PC land. Proposed by Cllr Koster and seconded by Cllr Rowling that Spratt Endicott whom Parish Council had instructed to purchase the land from Mrs Trott should be used. It was agreed that following the recent letter from CHFT a further £10000 should be given as per budget. Proposed Cllr Wilby, seconded Cllr Koster. All councillors agreed.
15. New clerk and advertisement for NCALC- Cllr Wilby and Rolt to contact NCALC for advice and advert in for Early September. Draft advert for July meeting
16. Tree work- Rural works completed tree works very successfully on 1st April 2022.
17. Wall around Berry Hill Close. A large amount of Wall repaired by Steve Smith Construction. This work was enabled by vast quantities of ivy removed by Cllr Rowling.
18. Report from Annual Parish Assembly- noted that Hill Field/ Cricket Field preferred site.
19. FINANCE
 - a. Receipts
 - i. First half Precept £12,500
 - ii. NCALC asset mapping grant£227
 - b. Expenditure
 - i. Yu energy Sensors March1-31 2022 £15.18 including 0.72VAT
 - ii. Yu energy unmetered supply March1-31 2022 £78.78 including £3.75

- iii. Steven Smith construction repair wall Berry Hill Close £2300 +£460 VAT =£2760 (£260 per day)
 - iv. Rural Works tree work as per quotation £880 +£176 VAT=£1056
 - v. Yu energy sensors 1-30 April 2022 £13.49+0.67VAT=£14.16
 - vi. Yu energy unmetered supply 1-30 April 2022 £66.43+£3.32=£69.79
 - vii. Texprep printing jubilee (section 137) £332.70+VAT£55.24=£387.94
 - viii. Roger Smith mowing April Burial Ground £122, Recreation Ground £114=£236
 - ix. Cartwright Landscapes Mowing Green etc 6 and 25 April £126+VAT£25.20=£151.20
 - x. West Northants Council preapplication fee £240
 - xi. Gallagher Annual Insurance £834.10
 - xii. Wave 16/2-15/5 -£14.83
 - xiii. Texprep Newsletters £46.70, Printing £3.50+0.70VAT=50.90
 - c. Current account £38213.08. Proposed by Cllr Mumford and seconded by Cllr Koster to approve the accounts. No dissent.
 - d. Approval of accounts 2021-2 attached Proposed signed by Chair and Clerk for website
 - e. Approval of AGAR attached signed by Cllr Wilby and approved by all councillors
20. Planning
- a. Applications
 - i. WNS/2022/0937/HS2

Land within Hs2 Act limits from 100 metres south of PRow AG9 at a point 5km west of Culworth and extending northwards to a point 600 metres north-west of Trafford Bridge, Edgcote. Package 5 - Works to form the hs2 railway between Culworth Grounds and Edgcote, - inc. Edgcote North Embankment, Edgcote Viaduct, Edgcote South Embankment, Culworth Cutting, Culworth Embankment, Lower Thorpe North Cutting (Part of), Bridleway AG10 Accommodation Overbridge, Bridleway AG9 Overbridge, Osierbed Spinney Culvert and Hill Farm Box Culvert, the location of Vehicle Restraint Barriers and permanent security fencing; also, Earthworks required for the diversion of PRow AE5 and AG10, for the Danes Moors Auto Transformation Station (ATS) Compound, to create five access tracks, for Edgcote North Embankment Pond Access, Culworth Cutting Access, Edgcote South Embankment Pond Access, Danes Moors Auto Transformer Station (ATS) Access, Bridleway AG10 diversion Accommodation Overbridge Access, and Watercourse Diversions for the River Cherwell and a tributary to the Culworth Stream, and to form six Drainage Ponds and associated Drainage Ditches.

- ii. WNS/2022/0640/TCA 1 Queens Street Culworth OX17 2AT T1 Beech tree Reduce canopy by 30% From 16m to 12m, T2 Cherry Tree Reduce canopy by 30% from 15m to 11m
 - b. WNC approval- none
21. Correspondence
- a. Clerks Councils Direct,
 - b. NCALC Updates by email every Friday
22. Any other business for July meeting- risk assessment, New Clerks advertisement, Complaints procedure. VAT status for CHFT.GDPR
23. Close of meeting 8.35pm

