

**MINUTES OF THE MEETING OF SHIPLAKE PARISH COUNCIL HELD IN SHIPLAKE
MEMORIAL HALL ON 8th JULY 2019 AT 7.45 PM.**

- 1. Present:** Cllr F Maroudas (Chairman) Cllr R Head ,Cllr A Manning, Cllr R Curtis ,Cllr C Penrose , Cllr D Bartholomew(OCC) and Cllr L Rawlins (DC), there were no members of the public present. Cllr D Pheasant sent his apologies .Cllr S Mann submitted her resignation on grounds of ill health .The chairman proposed a vote of thanks to Cllr Mann for her significant diligence , dedication and contribution, seconded by Cllr C Penrose.
- 2. Declarations of gifts & interests.** None declared
- 3. Minutes** The following changes were recorded to the minutes of the meeting of Shiplake Parish Council held on Monday 10th June 2019 .Item 13 should read :Recreation grounds Cllr R Curtis reported that the rubbers on the swings were perished in Badgers Walk and two fence post were rotten in the MH playground and would require replacement. Council approved, Cllr Curtis to arrange the repair. **ACTION : Cllr Curtis**
Item 18: line 8 delete Council. The minutes were then approved on a motion proposed by Cllr A Manning and seconded by Cllr R Head.
- 4. Matters arising** from previous meetings not covered in meeting.
 1. Council approved spend of up £280 plus a copy £34 on a wartime roll of honour which is being restored .
 2. The clerk was requested to ascertain if Cllr Mann had had any contact with the Thames Farm developers regarding the relocation of the pedestrian crossing **ACTION :Clerk**
- 5. Police matters.** Cllr Curtis reported seven vehicle crimes and two assaults in the village as reported on police website .Cllr R Curtis was nominated to give a brief update each month in the absence of a police presence. In light of these events Cllr D Pheasant was nominated to put a brief note on website alerting residents to be vigilant and security conscious.
- 6. Report from Oxfordshire County Councillor D Bartholomew :**full report can be viewed [here](#) .Council agreed to approve proceeding with the implementation of the proposed road safety increase in speed limit from 30mph to 40 mph along stretch of A4155 on the basis of the assurance from OCC that the pending appeal was unlikely to succeed and the knowledge that the Parish Council have not taken independent legal advice .Clerk to forward CPF for grant request to Cllr Bartholomew **ACTION : Clerk**
- 7. Highway matters** Cllr R Head gave a brief update on road safety signage
- 8. Report from South Oxfordshire District Councillor.** Cllr L Rawlins reported briefly on the land supply figures and the Local Plan ,Goring NP has been approved . The following resolution was proposed by Cllr A Manning and seconded by Cllr C Penrose .That SODC are made aware of the serious concerns that Shiplake Parish Council has that any changes to the Local Plan would have significant impact on the timing,robustness and costs of developing its Neighbourhood Plan , Council approved the motion.
- 9. Open Forum:** no members of the public were present
- 10. Special reports**-planning.
- 11. Planning**
 - 1.** The minutes of the Planning Committee held on June 10th and 19th 2019 were noted.
 - 2.** The Clerk was requested to contact Cllr D Pheasant and see if the papers regarding the Retirement Villages appeal had been transferred from Cllr Mann .and whether Cllr Pheasant would be willing to represent Council at the hearing **ACTION :Clerk** .
 - 3.** The Clerk was also requested to contact Cllr Pheasant to ascertain if Cllr Mann have transferred any knowledge or update of contact with the developer of Thames Farm in respect of relocating the pedestrian crossing across the A4155.**ACTION:Clerk**
 - 4.** As the numbers of the planning group are now reduced by one with the resignation of the chairman Cllr F Maroudas proposed that all councillors are invited to attend the planning group meetings to ensure a quorum in the meantime seconded by Cllr R Head.
 - 5.** Cllr F Maroudas in order to fill a casual vacancy will chair the planning group pro-tem. Cllr D Pheasant will be invited to take up the position of Chair when he returns from vacation. Seconded by Cllr C Penrose and approved by Council.
- 12. Financial Matters.**
 - 1.** To approve payments for July (Appendix 1 attached) approved on a motion proposed by Cllr F Maroudas and seconded by Cllr R Curtis.
 - 2.** To review and approve June Bank Statement(Appendix 2 attached) approved on a motion proposed by Cllr F Maroudas and seconded by Cllr R Curtis.

- 3.** To approve Bank reconciliation.(Appendix 3 attached) approved on a motion proposed by Cllr F Maroudas and seconded by Cllr R Curtis.
 - 4.** To consider Grant Request from Shiplake Church for upkeep of cemetery grounds. (circulated by email) Cllrs Maroudas and Cllr Head agreed to meet Rev Thewsey to discuss the grant request.
[ACTION Cllrs Head and Maroudas].
 - 5.** To approve Nigel Prickett quote to strim around 4 Bus Shelters (£120+VAT) approved on a motion proposed by Cllr R Head and seconded by Cllr C Penrose.
 - 6.** Cllr R Curtis proposed reducing the working capital of the current account by transferring a significant sum to the savings account to gain some interest benefit [ACTION : Clerk]
 - 7.** A request for funding support for the village community event on the 8th Sept was received Mr E Povey, Council agreed to fund any shortfall to a maximum of £400.
 - 13** Recreation grounds Cllr R Curtis reported on the condition of equipment at Badgers Walk and Memorial Hall as overall satisfactory apart from the gate at MH which also requires repair council approved the repair on a motion proposed by Cllr F Maroudas and seconded by Cllr A Manning
 - 14** AONB The Clerk has written to The Chilterns AONB requesting an update, no response to date
 - 15** Footpaths **1.**To review Definitive Footpaths Map the definitive maps can be viewed [here](#)
Mr G Jones has offered to walk the footpaths and produce a monthly report, the items to be considered are Obstructions , surface condition , criminal damage Cllrs Curtis and Stone offered to assist.
2. To confirm adoption of footpath between New Road and Badgers Walk Confirmed
 - 16** Shiplake Development of Facilities To receive a report from Cllr D. Pheasant on progress with Neighbourhood Plan report APPENDIX 4 .Council reviewed the current procedural process and the following resolution was proposed by Cllr C Penrose and seconded by Cllr R Curtis .This Council asks the Chairman to contact OALC and seek guidance and advice on best practice in respect of roles and responsibilities and our current procedure between SPC and the Neighbourhood Plan steering group.Council voted 5 votes in favour with 1 abstention
 - 17** Memorial Hall – Cllr A Manning gave a brief update
 - 18** Correspondence: nothing to report
 - 19** Items of interest or for future discussion.
- There being no other items the Chairman closed the meeting at 10.35pm

R.V. Hudson.
Clerk to the Council.

10/07/2019

SHIPLAKE PARISH COUNCIL.		STATEMENT OF ACCOUNTS.			1	July	2019	
					cashed			
		Paid Out in	June	2018	Cheque nos	y/n		
R V Hudson – salary May		14.19			BACS	y	351.78	s 5 1963 Local Government (Financial provisions) Act
R V Hudson – expenses, office allowance.May		15.19			BACS	y	108.49	s112(2) 1972 Local Government Act
Inland Revenue – clerk's tax May		16.19			BACS	y	234.52	s111 1972 Local Government Act
Mr Robin Head (Grasscutting)		17.19			102765	y	75.00	s111 1972 Local Government Act
Glasdon(waste Bin BW playground)		18.19			102766	y	206.16	s111 1972 Local Government Act
Sustrans (grant)		19.19			102767	y	26.00	s142 1972 Local Government Act
NALC(conference fee Cllr S Mann)		20.19			102768	y	253.79	s111 1972 Local Government Act
SVRC (Juniors) Grant		21.19			102769	n	250.00	s137 1972 Local Government Act
Broadband		22.19			DD	y	47.00	s111 1972 Local Government Act
TOTAL							1,552.74	
Transfer to Current Account from Deposit account								
Income since last meeting								
Precept								
untaxed interest Business account								
untaxed interest N S & I account								
Interest								
VAT reclaim								
Total							0.00	
Statement Balances at 1st July 2019								
Co-operative Bank Current account							64,355.05	
Co-operative Bank Deposit account							22,577.99	
National Savings High Interest account							24,147.70	
TOTAL							111,080.74	
Uncleared /Cancelled cheques at 1 July 2019								
SVRC (Juniors) Grant		21.19			102769		250.00	s137 1972 Local Government Act
Total							250.00	
Revised Balance Bank Current Account 1 July 2019							64,105.05	
Payments due to be made in July 2019 approved under section								
R V Hudson – salary June		23.19			BACS		469.10	s 5 1963 Local Government (Financial provisions) Act
R V Hudson – expenses, office allowance.June		24.19			BACS		78.90	s112(2) 1972 Local Government Act
Inland Revenue – clerk's tax June		25.19			BACS		117.2	s111 1972 Local Government Act
Mr Robin Head (Grasscutting) Est		26.19			102770		50.00	s111 1972 Local Government Act
Shiplake Memorial Hall		27.19			BACS		345.54	s111 1972 Local Government Act
SODC uncontested election fees		28.19			BACS		100.00	s111 1972 Local Government Act
Broadband		29.19			DD		22.80	s111 1972 Local Government Act
The Chiltern Society(Subsription)		30.19			102771		30.00	s111 1972 Local Government Act
TOTAL							1,213.54	
Anticipated Income								
Transfer to Deposit Account from current account								
Transfer to Current Account from Deposit account								
Projected Financial Position as at 31st July 2019								
Co-operative Bank Current account							62,891.51	
Co-operative Bank Deposit account							22,577.99	
National Savings account							24,147.70	
TOTAL							109,617.20	
R V Hudson Clerk to the Council.								
1 July 2019								

APPENDIX 2

The **co-operative** bank

Customer: SHIPLAKE PARISH COUNCIL(B11RYJ)
Account: 0890166100533200-SHIPLAKE PARISH
Date Range: From : 01/06/2019 To : 01/07/2019
Today's Cleared 64,355.05
Balance:

Today's Uncleared 64,355.05
Balance:

Transactions

Date : 01/07/2019

Date	Description	Bank Reference	Customer Reference	Credit	Debit	Additional Information	Running Balance
08/06/2019	Direct Debit	FS604960401X034	EE BROADBAND		47.00	273661	65610.79
12/06/2019	Standing Order	Clerk Expenses	R HUDSON		108.49	09012701907528	65502.30
12/06/2019	Standing Order	Clerk Salary	R HUDSON		351.78	09012701907528	65150.52
14/06/2019	Cheque	0005493240870000	102766		206.16	401213	64944.36
19/06/2019	Cheque	0005600950870000	102765		75.00	070093	64869.36
19/06/2019	Standing Order	846PC00174890190 4	HMREVENUE & CUSTOM		234.52	08321012001039	64634.84
20/06/2019	Cheque	5003581923870000	102768		253.79	080228	64381.05
27/06/2019	Cheque	9202030300200002	102767		26.00	300000	64355.05

APPENDIX 3

										1 July 2019 (2019-2020)										
SHIPLAKE PARISH COUNCIL																				
Bank Reconciliation at 01/07/2019																				
Cash in Hand 01/04/2019																				
										77,266.79										
ADD																				
Receipts 01/04/2019 - 01/07/2019										37,049.32										
										114,316.11										
SUBTRACT																				
Payments 01/04/2019 - 01/07/2019										3,485.37										
A	Cash in Hand 01/07/2019										110,830.74									
	(per Cash Book)																			
Cash in hand per Bank Statements																				
Cash				01/07/2019				0.00												
Cooperative Bank Current Account				01/07/2019				64,355.05												
Cooperative Bank Business Selec				01/07/2019				22,577.99												
National Savings and Investments				01/07/2019				24,147.70												
										111,080.74										
Less unpresented cheques																				
As attached										250.00										
										110,830.74										
Plus unpresented receipts																				
As attached										0.00										
B	Adjusted Bank Balance										110,830.74									
A = B Checks out OK																				

APPENDIX 4

NEIGHBOURHOOD PLAN UPDATE – JULY 2019

1. **The additional survey requesting residents' views** on changing the Neighbourhood Plan to a criteria-based policy plan, rather than a site allocation plan and referencing specific policy areas, was made available for responses on the Shiplake villages website on June 29th with a **closing date of 14th July 2019**. Simultaneously, a combination of hard copies made available at the Lower Shiplake Corner Shop and via hand delivery to houses in Shiplake Cross to ensure, as far is possible, that residents who are not internet enabled or prefer to respond via hard copy, are able to do so. Posters encouraging survey responses are on display on council notice boards and bus shelters. Results of survey to be made available w.b. 21st July.

2. Locality on behalf of the Ministry of Housing, Communities and Local Government, have approved Shiplake Parish Council's grant application for its Neighbourhood Plan:

Grant applied for: £9,000

Grant amount offered: £9,000

The grant is subject to acceptance of the Grant Offer Terms & Conditions as well as the successful completion of a due diligence process, which will be undertaken by myself with parish clerk's approval.

3. Given survey and grant application have been undertaken and are being processed in a timely manner, the outline project plan should be on track to meet our timeline objectives.

David Pheasant – Chair, NP Steering Group 7/7/2019