

MINUTES OF THE MEETING OF SHIPLAKE PARISH COUNCIL
HELD IN SHIPLAKE MEMORIAL HALL ON
MONDAY OCTOBER 14th 2019 AT 7.45 PM.

- 1. PRESENT** Cllr F Maroudas (Chairman) Cllr R Head, Cllr A Manning, Cllr R Curtis, , Cllr J Stone and Cllr C Penrose , Cllr D Bartholomew(OCC), Cllr L Rawlins (DC)in addition there were 3 members of the public present .APOLOGIES received from Cllr D Pheasant
- 2.** To receive any declarations of gifts & interests. None Declared
- 3.** To approve the minutes of the meeting of Shiplake Parish Council held on Monday 9th September 2019 .The following corrections were made .In item 7 line 2 after Plough Lane add and Junction Mill Lane /Memorial Avenue .Item 8 “Rawlings” should be spelled “Rawlins” and item 17 line 2 lunge should read lounge. The minutes were then approved on a motion proposed by and seconded by
- 4.** Matters arising from previous meetings not covered in meeting.
- 5.** Police matters. Cllr R Curtis reported there had been 7 crimes reported
- 6.** To receive a report from Oxfordshire County Councillor D Bartholomew. Full report available [here](#)
- 7.** Highway matters Cllr R Head to update on road safety signage .Clerk has applied for and received a TTRO for Station Road for Remembrance Day.
- 8.** To receive a report from South Oxfordshire District , Cllr Rawlins full report available [here](#)
- 9.** To receive the minutes of the Shadow NP Committee and NP open forum. Cllr F Maroudas, available here
- 10.** Open Forum: The Chairman closed the meeting at 8.00pm to allow questions /comment from the floor Mr E Povey requested action on an overhanging hedge blocking the footpath outside Queen Anne cottages .Clerk requested to write to land owner .**ACTION : Clerk**. The Chairman resumed the meeting at 8.10pm
- 11.** Special reports-planning. Nothing to report
- 12.** Planning
 - 1.To receive the minutes of the Planning Committee held on 18th September 2019 (Minutes circulated)
 - 2.To comment on any planning applications received since the meeting of the Planning Committee
 1. P19/S2953 /FUL 2,Orchard Close applicant Harper submission date 21/10/2019 NO OBJECTION
 - 2.P19/S2774/HH Virginia Cottage Applicant MacKensie submission date 14/10/2019 NO OBJECTION
 - 3.P19/S3139/FUL Sydney Harrison House Cycle storage submission date 1/11/2019 NO OBJECTION. The decisions were approved on a motion proposed by Cllr F Maroudas and seconded by Cllr C Penrose
- DECISIONS**
 3. P19/S1939/FUL Vale Cottage Planning Granted
 - 4.P19/2628/HH Kingsley Gate House Planning Granted
- 13.** Financial Matters.
 1. To approve payments for October (Appendix 1 attached) approved on a motion proposed by Cllr R Curtis and seconded by Cllr C Penrose
 2. To review and approve September Bank Statement(Appendix 2 attached) approved on a motion proposed by Cllr R Curtis and seconded by Cllr C Penrose
 3. To approve Bank reconciliation.(Appendix 3 attached) approved on a motion proposed by Cllr R Curtis and seconded by Cllr C Penrose
 4. To consider Grant Request from Shiplake Church for upkeep of cemetery grounds. (circulated by email) Council agreed for Cllrs F Maroudas, Stone and Head to contact Reverend Thewsey to agree plan of action .**ACTION :FM,JS,RH**
 5. To review CIL payments to date (circulated)(Appendix 4 attached) Council requested write up of how monies may be allocated .**ACTION: Clerk** .Discussion carried forward to November meeting
 6. To consider support for Shiplake Nursery.

7. To review External Auditors report .Report showed no issues and Council approved on a motion proposed by Cllr R Curtis and seconded by Cllr C Penrose .Clerk was complimented for successful audit
 8. To review alternative quotations for Internal Auditor (circulated) Council reviewed 2 alternative auditors in addition to current auditor and on the basis of competitiveness agreed to retain the existing auditor for one more year . approved on a motion proposed by Cllr C Penrose and seconded by Cllr F Maroudas
 9. Council to approve additional payment for Moore for invoice of Audit Fees for £360.00 . approved on a motion proposed by Cllr A Manning and seconded by Cllr R Curtis.
- 14.** Recreation grounds Cllr R Curtis reported on the condition of equipment at Badgers Walk noting that in the corner there is a large amount of overhanging branches from the neighbouring property ,Clerk requested to write to house owner . ACTION : Clerk . Cllr Curtis also reported that the overgrown brushwood will be treated and trimmed back by the college groundsman next month at which stage the playground will have to be closed temporarily Memorial Hall. Councillors to consider refurbishment of Memorial Hall Playground following last month's meeting Council agreed to obtain quotations to repair/replace picket fencing at Memorial Hall Playground .ACTION: Clerk
- 15.** AONB Cllr R Head reported nothing additional to report awaiting feedback from Cllr Bartholomew and Mr J Howell MP
- 16.** Footpaths .To receive report from Mr G Jones (circulated)Council agreed a quarterly report would be a sensible timing .
- 17.** Memorial Hall – to receive a verbal report from Cllr A Manning. Nothing to report
- 18.** Correspondence received :1. Letter from MD Southern Plant Hire acknowledging our concern re speeding HGV drivers in Memorial Avenue ignoring the new restriction signs.
2.Email from Taylor Wimpey ref allotments at Thames Farm. Thames Farm is in Parish of Harpsden so S106 monies not applicable to Shiplake
3. Email from Cllr C Penrose: On 17th October I'll be representing the PC at the meeting with Tarmac Sonning Local Liaison meeting that David Bartholomew chairs. Council agreed to assess what comes back from meeting with nothing particular to input.
4.Two emails received regarding cycle path to Henley. Responses sent from Cllrs Maroudas and Pheasant
- 19.** Items of interest or for future discussion. Change of meeting date /venue for January planning meeting 2020 due to SHADDO.
There being no other items of interest the Chairman closed the meeting at 10.00pm

R.V. Hudson.
Clerk to the Council.

16/10/2019

16/10/2019

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APPENDIX 2

The **co-operative bank**
co-operativebank.co.uk/business

phone 03457 213 213

MR R V HUDSON
66 Makins Road
Henley-On-Thames
Oxfordshire
RG9 1PR

MM891/J1082527000

29800

Community Directplus Account

Summary	Date	Description	Money out	Money in	Balance
Account title SHIPLAKE PARISH COUNCIL	30 AUG 19	OPENING BALANCE			21,859.31
Sort code 089016	6 SEP 19	DD EE BROADBAND FS604960401X037	32.00		
Account number 61005332 00	6 SEP 19	SOUTH OXFORDSHIRE NA		14,308.00	36,135.31
Statement date 1 October 2019	11 SEP 19	R HUDSON clerk expenses	94.66		
Statement number 323	11 SEP 19	HMRC CUMBERNAULD 846PC001748901904	117.20		
Page number 1 of 1	11 SEP 19	HMRC CUMBERNAULD 846PC001748901904	117.20		
Statement opening balance 21,859.31	11 SEP 19	PLAYSAFETY 44249	164.40		
Money out 8,679.21	11 SEP 19	OXFORD IT SOLUTION 17665	193.33		
Money in 14,308.00	11 SEP 19	R HUDSON clerk salary	469.10		
Statement closing balance 27,488.10	11 SEP 19	FENLAND LEISURE PR SIN031530	1,462.61		
	11 SEP 19	BLUESTONE PLANNING inv 468	3,939.60		
	11 SEP 19	SOUTH OXFORDSHIRE 10211200	13.81		
	11 SEP 19	CAME & COMPANY 2157708	1,261.44		
	11 SEP 19	STAPLES UK LTD 529003257	111.21		28,190.75
	12 SEP 19	R HUDSON clerk expenses	90.00		
	12 SEP 19	R HUDSON clerk salary	469.10		27,631.65
	19 SEP 19	102773 0008248129870000	18.55		27,613.10
	25 SEP 19	102772 0008398011870000	75.00		
	25 SEP 19	102774 0008397902870000	50.00		27,488.10
		Statement closing balance			27,488.10

Abbreviations: **S** Sub Total (Intermediate Balance) **OD** Overdrawn Balance **OD/S** Overdrawn Intermediate Balance **NSTF** Non Sterling Transaction Fee. Details of overdraft interest rates are shown overleaf. Details of calculations of interest charged are available on request.

International Bank
Account Number

GB99 CPBK 0890 1661 0053 32

Bank Identification Code
CPBK GB22

Deposits* into this account are eligible for the Financial Services Compensation Scheme (FSCS). More information can be found overleaf.

*For more information on eligible deposits please refer to www.FSCS.org.uk

SHIPLAKE PARISH COUNCIL

Prepared by:

Date:

Name and Role (Clerk/RFO etc)

Approved by:

Date:

*Name and Role (RFO/Chair of Finance etc)***Bank Reconciliation at 01/10/2019**

Cash in Hand 01/04/2019

77,266.79

ADD

Receipts 01/04/2019 - 01/10/2019

60,357.32

137,624.11

SUBTRACT

Payments 01/04/2019 - 01/10/2019

13,410.32

A Cash in Hand 01/10/2019
(per Cash Book)**124,213.79**

Cash in hand per Bank Statements

Cash	01/10/2019	0.00
Cooperative Bank Current Acco	01/10/2019	27,488.10
Cooperative Bank Business Sel	01/10/2019	72,577.99
National Savings and Investmen	01/10/2019	24,147.70

124,213.79

Less unrepresented cheques

As attached

0.00

124,213.79

Plus unrepresented receipts

As attached

0.00

B Adjusted Bank Balance**124,213.79****A = B Checks out OK**

APPENDIX 4

Community Infrastructure Levy Annual Monitoring Report SHIPLAKE PARISH COUNCIL									
Year									
Monies received	CIL received	Parish Share	%	Payment Period	Date received	Expenditure		Balance	
Application Reference				1/04/2018-30/09/2018					
P16/S2593/FUL	6146.40	£921.96	0.15		27/12/2017		£921.96	£921.96	
P16/S2593/FUL	12292.80	£1,843.92	0.15		02/05/2018		£1,843.92	£2,765.88	
P17/S2130/FUL	29016.00	£4,352.40	0.15		23/04/2018		£4,352.40	£7,118.28	
P17/S2130/FUL	58032.00	£8,704.80	0.15		30/08/2018		£8,704.80	£15,823.08	
P17/S2479/FUL	6084.00	£912.60	0.15		19/03/2018		£912.60	£16,735.68	
P17/S4067/FUL	312.00	£46.80	0.15		28/02/2018		£46.80	£16,782.48	
		£16,782.48							
				1/10/2018 -31/3/2019					
P16/S2593/FUL	12292.80	1843.92	0.15		06/11/2018		1843.92	£18,626.40	
P17/S2130/FUL	58032.00	8704.8	0.15		25/02/2019		8704.8	£27,331.20	
P17/S3024/FUL	8536.36	1280.45	0.15		18/10/2018		1280.45	£28,611.65	
P17/S3024/FUL	7072.73	2560.91	0.36		14/02/2019		2560.91	£31,172.56	
P18/S0483/FUL	3760.61	2064.09	0.55		05/11/2018		2064.09	£33,236.65	
P18/S0483/FUL	27521.24	4128.19	0.15		06/03/2019		4128.19	£37,364.84	
P18/S3052/FUL	12141.82	1821.27	0.15		06/03/2019		1821.27	£39,186.11	
		-1881.36					-1881.36	£37,304.75	
		20522.27							
P15/S3709/FUL	£29,250.00	£4,387.50	0.15		15/05/2019		£4,387.50	£41,692.25	
P17/S1948/FUL	£22,620.00	£3,393.00	0.15		15/05/2019		£3,393.00	£45,085.25	
P17/S3024/FUL	£17,072.73	£2,560.91	0.15		04/09/2019		£2,560.91	£47,646.16	
P18/S0483/FUL	£27,521.27	£4,128.19	0.15		04/09/2019		£4,128.19	£51,774.35	
		£14,469.60							