

MINUTES OF THE MEETING OF SHIPLAKE PARISH COUNCIL
HELD IN SHIPLAKE MEMORIAL HALL ON
MONDAY NOVEMBER 11th, 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 4 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 October 14th, 2019. Minutes were approved on a motion proposed by Cllr R Head and seconded by Cllr A Manning
- 4.** Matters arising from previous meetings not covered in meeting. Letters written reference Hedge overgrowth. Action taken by Homeowner. Submission to Heritage England to list Plowden Arms as building of historic interest completed
- 5.** Police matters. Cllr R Curtis reported there had been 6 events and noted that there is a slow increase in rate of criminality occurring .
- 6.** To receive a report from Oxfordshire County Councillor D Bartholomew(General report circulated)full report can be viewed [here](#)
- 7.** Highway matters.
- 8.** To receive a report from South Oxfordshire District , Cllrs Bartholomew and Rawlins full report available [here](#)
- 9.** To receive the minutes of the Shadow NP Committee and NP open forum. Cllr F Maroudas meeting scheduled for Tuesday 12th .Cllr C Penrose commented about the history of the different village names being used in the NP draft.
- 10.** Open Forum: The Chairman closed the meeting at 7.49pm to allow comment from the floor.Mr R Perfect spoke about his concerns at the state of the pavements in and around Primary School and the missing section near the Plowden Arms . Council agreed there were valid concerns on this long running issue. Clerk requested to contact OCC highways and confirm the feasibility of this work and obtain costings.The Chairman resumed the meeting at 8.03pm **ACTION, CLERK**
- 11.** Special reports-planning. No Special Reports Wyevale site up for sale .Clerk to write to selling agents clarifying the site is not in Shiplake **ACTION : Clerk** Retirements Village continue with their Judicial review ,Council agreed for the Chairman to write to Chief Executive of Retirement Villages to consider not proceeding as Planning Permission has been granted and the court case will unnecessarily utilise tax payers money .**ACTION : Cllr F M**
- 12.** Planning
 - 1.To comment on any planning applications received since the meeting of the Planning Committee
 - 1.Application Reference: P19/S3210/HH : Little Purbeck Bolney Road Lower Shiplake RG9 3NS Applicant : Mr Malden NO OBJECTIONS
 2. Application Reference: P19/S2444/HH :Saffrons Station Road Lower Shiplake RG9 3JP Applicant: Mr Clarke NO OBJECTIONS
 3. Application Reference: P19/S0886/HH (Householder): The Bothy New Road Shiplake Henley-On-Thames RG9 3LG Applicant Ms Foun-Cheshire Amendment 3 NO OBJECTIONS to amendment original objection still stands .
Council approved recommendations on a motion proposed by Cllr F Maroudas and seconded by Cllr C Penrose
DECISIONS : Virginia Cottage Planning Granted with three conditions
- 13.** Financial Matters.
 1. To approve payments for November (Appendix 1 attached) Approved on a motion proposed by Cllr C Penrose and seconded by Cllr F Maroudas
 2. To review and approve October Bank Statement(Appendix 2 attached) Approved on a motion proposed by Cllr C Penrose and seconded by Cllr F Maroudas.
 3. To approve Bank reconciliation.(Appendix 3 attached) Approved on a motion proposed by Cllr C Penrose and seconded by Cllr F Maroudas.

4. To consider Grant Request from Shiplake Church for upkeep of cemetery grounds.
(circulated by email) **ACTION : FM,RH&JS**
5. To review CIL payments to date (circulated)(Appendix 4 attached)
6. To sign letter of agreement appointing Mr P Hood as Internal Auditor.Actioned

- 14.** Recreation grounds Cllr R Curtis to report on the condition of equipment at Badgers Walk and Memorial Hall. Councillors to consider refurbishment of Memorial Hall Playground following last month's meeting .To consider quotations received to replace fencing at MH playground,Clerk reported one quote had been received and was awaiting 2 others Cllr R Curtis reported that the swings seats on the Badgers walk playground require repair/replacing. Clerk to get quotes **ACTION:Clerk**
- 15.** AONB Cllr R Head to report :no real progress awaiting response from John Howell .Clerk requested to write to Glover cc Natural England highlighting correspondence so far.**ACTION : Clerk**
- 16.** Footpaths .Next report from Mr G Jones due December (quarterly)
- 17.** Memorial Hall /Nursery – to receive a verbal report from Cllr A Manning.
- 18.** Correspondence 1.Email received from Mr R Perfect re pavements discussed in open forum
2.Email from Mrs Ann Law re pavements issue as above.
- 19.** Items of interest or for future discussion. Change of meeting date /venue for January planning meeting 2020 due to SHADDO

Council approved dates for 2020 with couple of amendments due to Bank Holidays

R.V. Hudson.
Clerk to the Council.

20/11/2019

APPENDIX 1

SHIPLAKE PARISH COUNCIL		STATEMENT OF ACCOUNTS			1	November	2019	
					cashed			
	Paid Out in	October	2018	Cheque nos	y/n			
R V Hudson – salary September	49.19			BACS	y	469.10	s 5	1963 Local Government (Financial provisions) Act
R V Hudson – expenses, office allowance. September	50.19			BACS	y	98.45	s112(2)	1972 Local Government Act
Inland Revenue – clerk's tax September	51.19			BACS	y	117.20	s111	1972 Local Government Act
Mr Robin Head (Grasscutting)	52.19			102775	y	50.00	s111	1972 Local Government Act
Heather simpson restore	53.19			102776	y	580.00	s111	1972 Local Government Act
Geoxpher (parish on line) sub	54.19			BACS	y	36.00	s111	1972 Local Government Act
Oxfordshire CC Highways 50% cont installation	55.19			BACS	y	2741.45	s111	1972 Local Government Act
Oxfordshire CC Highways 50% cont consultation	56.19			BACS	y	1300.00	s111	1972 Local Government Act
Broadband	57.19			DD	y	32.10	s111	1972 Local Government Act
Moore (Audit Fees)	58.19			102777	y	360.00	s111	1972 Local Government Act
TOTAL						5,784.30		
Transfer to Current Account from Deposit account								
Income since last meeting								
untaxed interest Business account						115.19		
untaxed interest N S & I account								
CIL						14,469.50		
Total						14,584.69		
Statement Balances at 1st November 2019								
Co-operative Bank Current account						36,173.40		
Co-operative Bank Deposit account						72,693.18		
National Savings High Interest account						24,147.70		
TOTAL						133,014.28		
Uncleared /Cancelled cheques at 1 November 2019								
Total						0.00		
Revised Balance Bank Current Account 1 November 2019						36,173.40		
	Payments due to be made in	November	2019	cheque no				approved under section
R V Hudson – salary October	59.19			BACS		469.10	s 5	1963 Local Government (Financial provisions) Act
R V Hudson – expenses, office allowance. October	60.19			BACS		79.35	s112(2)	1972 Local Government Act
Inland Revenue – clerk's tax October	61.19			BACS		117.20	s111	1972 Local Government Act
Mr Robin Head (Grasscutting)	62.19			102778		25.00	s111	1972 Local Government Act
Royal British Legion (Grant)	63.19			102779		350.00	s137	1972 Local Government Act
Bluestone Planning	64.19			BACS		4410.00	s111	1972 Local Government Act
Broadband	65.19			DD		32.00	s111	1972 Local Government Act
TOTAL						5,482.65		
Anticipated Income								
						0.00		
Transfer to Deposit Account from current account								
Transfer to Current Account from Deposit account								
	Projected Financial Position as at 30th November 2019							
Co-operative Bank Current account						30,690.75		
Co-operative Bank Deposit account						72,693.18		
National Savings account						24,147.70		
TOTAL						127,531.63		
R V Hudson Clerk to the Council.								
1 November 2019								

phone 03457 213 213

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

M5977/J1086634000

29800

Community Directplus Account

Summary	Date	Description	Money out	Money in	Balance
Account title SHIPLAKE PARISH COUNCIL	1 OCT 19	OPENING BALANCE			27,488.10
Sort code 089016	7 OCT 19	DD EE BROADBAND FS604960401X038	32.10		27,456.00
Account number 61005332 00	16 OCT 19	GEOXPHERE 38UD060-0002	36.00		
Statement date 1 November 2019	16 OCT 19	R HUDSON clerk expenses	98.45		
Statement number 324	16 OCT 19	HMRC CUMBERNAULD Clerk Tax	117.20		
Page number 1 of 1	16 OCT 19	R HUDSON clerk salary	469.10		
	16 OCT 19	OXFORDSHIRE COUNTY 3920345482	2,741.45		23,993.80
	17 OCT 19	OXFORDSHIRE COUNTY 3920351246	1,300.00		22,693.80
	18 OCT 19	102776 0009151428870000	580.00		22,113.80
	24 OCT 19	102775 0009329255870000	50.00		
	24 OCT 19	102777 0009339322870000	360.00		21,703.80
	25 OCT 19	SOUTH OXFORDSHIRE NA		14,469.60	36,173.40
Statement opening balance 27,488.10	Statement closing balance				36,173.40

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.

Statement opening balance
27,488.10

Money out
5,784.30

Money in
14,469.60

Statement closing balance
36,173.40

International Bank
Account Number

GB89 CFBK 0590 1681 0063 32

Bank Identification Code
CFBK GB24

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

APPENDIX 3

6 November 2019 (2019-2020)

Prepared by:

Date:

Name and Role (Clerk/RFO etc)

Approved by:

Date:

Name and Role (RFO/Chair of Finance etc)

Bank Reconciliation at 29/10/20

Cash in Hand 01/04/2019

77,266.79

A

Receipts 01/04/2019 - 29/10/2019

74,942.11

152,208.90

SUBT

Payments 01/04/2019 - 29/10/2019

19,194.62

Cash in Hand 29/10/2019

(per Cash Book)

Cash in hand per Bank Statements

Cash	31/10	0.00
Cooperative Bank Current	31/10	36,173.40
Cooperative Bank Business	31/10	72,693.18
National Savings and Investments	31/10	24,147.70

133,014.28

Less unrepresented cheques

As attached

0.00

133,014.28

Plus unrepresented receipts

As attached

0.00

Adjusted Bank Balance

133,014.28

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							