

MINUTES OF THE MEETING OF SHIPLAKE PARISH COUNCIL
HELD REMOTELY ONLINE ON
MONDAY MAY 11th, 2020 AT 7.45 PM.

- 1.** PRESENT :Cllr F Maroudas (Chairman) ,Cllr D Pheasant ,Cllr R Head, Cllr A Manning, Cllr R Curtis, Cllr J Stone and Cllr C Penrose , Cllr D Bartholomew(OCC), Cllr L Rawlins (DC)
.There were also 4 members of the public attending.
- 2.** To receive any declarations of gifts & interests. None declared
- 3.** The minutes of the meeting of Shiplake Parish Council held on Monday April 27th 2020 item 6 was amended to include “Council unanimously passed a motion proposed by Cllr R Curtis and seconded by Cllr R Head to reject the proposal of relocation of ‘Lower Shiplake’ road sign on A4155 proposed by Cllr D Bartholomew”. And Item 8 line 3 was amended to read left open and reviewed regularly until emergency was over when they could reinstall public meetings. The minutes were then approved on a motion proposed by Cllr R Curtis and seconded by Cllr C Penrose
- 4.** Matters arising from previous meetings not covered in meeting. Website review meeting Clerk updated no further action at this point. Covid-19 update Cllr J Stone
- 5.** Police matters. Cllr R Curtis reported 5 crimes in February. violent offence and vandalism and 3 incidents in Church Lane and 4 crimes in March 1 car crime 1 anti-social behaviour incident and 2 garden shed burglaries
- 6.** To receive a report from Oxfordshire County Councillor D Bartholomew full report can be viewed [here](#)
- 7.** Highway matters. Update on Pavement at Plough Lane. Cllr R Head paper on highway safety issues b/f from March PC Meeting. Cllr Head requested to bring forward proposal as to how to develop village petition. Cllr R Curtis to work with him. Cllr Head requested Council to discuss the cycle footway and provision of a School bus parking in the Thames Farm development during next month’s meeting. The Chairman asked the Clerk to diarise this item. **ACTION:**
Clerk.
- 8.** To receive a report from South Oxfordshire District, Cllr L Rawlins full report can be viewed [here](#)
- 9.** To receive update on NP progress from Shadow NP Committee. Cllr F Maroudas and Cllr C Penrose nothing further to report at this stage
- 10.** Open Forum: an opportunity for members of the public to address the Council on items on the agenda. Chairman closed the meeting at 8.14pm to allow comment from the floor Mr J Greig requested support from Council towards the PPG at Bell surgery. Council agreed to work together to ensure good communication. Meeting resumed at 8.29pm
- 11.** Special reports-planning. No Special Reports
- 12.** Planning
 - 1.To receive minutes of Planning Group Meeting (circulated). To comment on any planning applications received since the meeting of the Planning Committee
 - 1 [P20/S1267/HH](#) Thornfield House Crowsley Road Lower Shiplake RG9 3LD.RB 13th May Applicant: Elliott NO OBJECTION
 2. [P20/S1319/FUL](#) 2 Orchard Close Shiplake Cross RG9 4BU RB 14th May APPLICANT: Harper NO OBJECTION
 3. [P20/S1405/FUL](#) Land adjacent to The Gables Station Road Lower Shiplake RG9 3JR RB 20th May. APPLICANT: Gould OBJECTION with commentsRecommendations were approved on a motion proposed by Cllr F Maroudas and seconded by Cllr D Pheasant
- 13.** Financial Matters.
 1. To approve payments for May (Appendix 1 attached) approved on a motion proposed by Cllr F Maroudas and seconded by Cllr C Penrose
 2. To review and approve April Bank Statement (Appendix 2 attached) approved on a motion proposed by Cllr F Maroudas and seconded by Cllr C Penrose

3. To approve purchase of new PC for Clerk price has been negotiated down to £688.49 from original quote £764.99 (Full RRP £859.99) Council approved on a motion proposed by Cllr F Maroudas and seconded by Cllr C Penrose
4. To approve Oxford IT Solutions Invoice 18519, £360 for website development approved in March minutes Council approved on a motion proposed by Cllr F Maroudas and seconded by Cllr C Penrose
5. Internal Auditor has signed off 2019-20 AGAR and forwarded . Council noted receipt.
- 14.** Recreation grounds Cllr R Curtis to report on the condition of equipment at Badgers Walk and Memorial Hall. Clerk has received one quotation in view of which Clerk requested to obtain two more quotes for tree work in BW playground **ACTION: Clerk**
- 15.** AONB Cllr R Head had nothing further to report
- 16.** Footpaths. Mr G Jones next report June (quarterly)
- 17.** Memorial Hall /Nursery – to receive a verbal report from Cllr A Manning. Nothing further to report
- 18.** Correspondence .1. Tina Hill OCC has responded re tree in Orchard Close, forwarded to Cllr A Manning
2. Email from Mr Langdon re Plowden Arms
Email from Dr R Wild re excessive noise. Council requested Clerk to produce a draft of response to Dr R Wild for circulation and approval. **ACTION: Clerk**
- 19.** Items of interest or for future discussion.
 1. Cllr J Stone proposed erection of 2 banners in village to thank all volunteers who have helped with Covid-19 response .Council approved a proposal from Cllr F Maroudas and seconded by Cllr C Penrose to organize up to cost of £300.
 2. Cllr Stone proposed a formal vote of thanks to Sarah Blomfield, Katherine Page-Howie and all at the Shiplake Primary School for their good work during the pandemic
 3. There being no other business the Chairman closed the meeting at 9.25pm

R.V. Hudson.
Clerk to the Council.

25/05/2020

SHIPLAKE PARISH COUNCIL		STATEMENT OF ACCOUNTS			1	May	2020	
		Paid Out in	April	2020	Cheque nos	cash'd y/n		
R V Hudson – salary March		1.2			BACS	✓	469.10	s 5 1963 Local Government (Financial provisions) Act
R V Hudson – expenses, office allowance.March		1.21			BACS	✓	73.45	s112(2) 1972 Local Government Act
Inland Revenue – clerk's tax March		1.22			BACS	✓	117.20	s111 1972 Local Government Act
Herald Graphics A2 boards		1.23			BACS	✓	306.00	s111 1972 Local Government Act
Grant OCC (Councillor Fund) repayment		1.24			BACS	✓	3450.00	s111 1972 Local Government Act
Staples Business Account		1.25			BACS	✓	121.93	s111 1972 Local Government Act
SODC Dog Bin servicing		1.26			BACS	✓	13.81	s111 1972 Local Government Act
Broadband		1.27			DD	✓	32.00	s111 1972 Local Government Act
TOTAL							4,583.49	
Transfer to Current Account from Deposit account								
Income since last meeting								
untaxed interest Business account								
untaxed interest N S & I account								
CIL							12332.62	
Precept								
Total							12,332.62	
Statement Balances at	1st May	2020						
Co-operative Bank Current account							26,363.85	
Co-operative Bank Deposit account							72,874.41	
National Savings High Interest account							24,340.88	
TOTAL							123,579.14	
Uncleared /Cancelled cheques at	1 May	2020						
Total							0.00	
Revised Balance Bank Current Account	1 May	2020					26,363.85	
		Payments due to be made in	May	2020				approved under section
					cheque no /online			
R V Hudson – salary April		1.28			BACS	✓	469.10	s 5 1963 Local Government (Financial provisions) Act
R V Hudson – expenses, office allowance.April		1.29			BACS		71.25	s112(2) 1972 Local Government Act
Inland Revenue – clerk's tax April		1.30			BACS		117.20	s111 1972 Local Government Act
Robin Head (Grasscutting)		1.31			102791		26.00	s111 1972 Local Government Act
Bluestone Planning Inv 798		1.32			BACS		2095.20	s111 1972 Local Government Act
Bluestone Planning Inv 858		1.33			BACS		168.00	s111 1972 Local Government Act
Broadband		1.34			DD		32.35	s111 1972 Local Government Act
Oxford It Solutions (Website development)		1.35			BACS		360.00	s111 1973 Local Government Act
TOTAL							3,339.10	
Anticipated Income								
							0.00	
Transfer to Deposit Account from current account							0.00	
Transfer to Current Account from Deposit account							0.00	
		Projected Financial Position as at	31st May	2020				
Co-operative Bank Current account							23,024.75	
Co-operative Bank Deposit account							72,874.41	
National Savings account							24,340.88	
TOTAL							120,240.04	
R V Hudson								
Clerk to the Council.								
1 May	2020							

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

M5466/J1008361000

29800

Community Directplus Account

Summary	Date	Description	Money out	Money in	Balance
Account title SHIPLAKE PARISH COUNCIL	1 APR 20	OPENING BALANCE			18,614.72
	2 APR 20	OXFORDSHIRE COUNTY CPF repayment	3,450.00		15,164.72
	6 APR 20	DD EE BROADBAND FS604960401X044	32.00		15,132.72
Sort code 089016	17 APR 20	SOUTH OXFORDSHIRE INV 10227221	13.81		
	17 APR 20	R HUDSON clerk expenses	73.45		
Account number 61005332 00	17 APR 20	HMRC CUMBERNAULD clerk tax	117.20		
	17 APR 20	STAPLES UK LTD INV 9003032816	121.93		
Statement date 1 May 2020	17 APR 20	HERALD GRAPHICS invoice 31901	306.00		
	17 APR 20	R HUDSON clerk salary	469.10		14,031.23
Statement number 330	24 APR 20	SOUTH OXFORDSHIRE NA		12,332.62	26,363.85
Page number 1 of 1	Statement closing balance				26,363.85

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
18,614.72

Money out
4,583.49

Money in
12,332.62

Statement closing balance
26,363.85

International Bank Account Number

GB33 CPBK 0890 1661 0053 32

Bank Identification Code
CPBK GB22

Deposits⁹ into this account are eligible for the Financial Services Compensation Scheme (FSCS). More information can be found overleaf.

⁹For more information on eligible deposits please refer to www.FSCS.org.uk

I5466/P01/M05466/R5466/42/J1008361000

SHIPLAKE PARISH COUNCIL

Prepared by: _____ Date: _____
Name and Role (Clerk/RFO etc)

Approved by: _____ Date: _____
Name and Role (RFO/Chair of Finance etc)

A	Bank Reconciliation at 01/05/2020		
	Cash in Hand 01/04/2020		101,126.28
	ADD Receipts 01/04/2020 - 01/05/2020		27,036.35
	SUBTRACT Payments 01/04/2020 - 01/05/2020		128,162.63
	Cash in Hand 01/05/2020 (per Cash Book)		4,583.49
B			123,579.14
	Cash in hand per Bank Statements		
	Cash 01/05/2020	0.00	
	Cooperative Bank Current Account 01/05/2020	26,363.85	
	Cooperative Bank Business Select 01/05/2020	72,874.41	
	National Savings and Investments 01/05/2020	24,340.88	
			123,579.14
B	Less unrepresented payments		0.00
			123,579.14
	Plus unrepresented receipts		0.00
	Adjusted Bank Balance		123,579.14
	A = B Checks out OK		