

SHIPLAKE PARISH COUNCIL
Minutes of the Meeting of SHIPLAKE PARISH COUNCIL
held online remotely on Monday September 14th 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 no members of the public attending.
- 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 July 13th 2020 Minutes were 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. No matters arising.
- 5.** Open Forum: an opportunity for members of the public to address the Council on items on the agenda No members of public present
- 6.** 1.To receive a report from Oxfordshire County Councillor D Bartholomew (circulated) ,Full report can be viewed [here](#)
2.Pough Lane footpath update The Clerk reported that the works were due to commence on September 14th
3.Discussion about Reading Transport Strategy b/f from July mtg consultation closed 30th August 2020.Council requested Clerk to respond to RBC ,SODC and OCC supporting Kidmore End response Proposed by Cllr A Manning and seconded by Cllr C Penrose **ACTION: Clerk**
4.Cllr Bartholomew proposed carrying out a speed survey adjacent to Thames Farm development. estimate costs £400 for 3 points Council approved £500 costs on motion proposed by Cllr D Pheasant and seconded by Cllr R Head e.
- 7.** Highway matters. Cllr R Head update on highway safety issues b/f from July PC. Cllrs Head and Curtis reported that a paper had been prepared for consultation with Council and residents. Council requested the Clerk to circulate the letter to Councillors. **ACTION: Clerk**
- 8.** To receive a report from South Oxfordshire District, Cllrs Bartholomew, and Rawlins. Full report can be viewed [here](#)
- 9.** To receive a NP update from Cllrs Maroudas, Penrose, and Pheasant
- 10.** Planning
1.To receive a report from Planning Group Meeting held on 3/9/20 (circulated) and to review any new applications received since that date. No new applications
2.Plowden Arms refusal of ACV. Council proposed developing a questionnaire to gauge village resident's opinion of viability of business. **ACTION: Cllr C Penrose.** Council requested Clerk to inform Planning of SPC intention to respond. **ACTION: Clerk**
- 11.** Financial Matters
1. To review and approve payments for August (Appendix 1) already approved via email on a motion proposed by Cllr R Curtis and seconded by Cllr C Penrose
2. To review and approve payments for September Appendix 2 approved on a motion proposed by Cllr C Penrose and seconded by Cllr J Stone
3. To review and approve August Bank Statement Appendix 3 approved on a motion proposed by Cllr C Penrose and seconded by Cllr J Stone
4. To review and approve August Bank reconciliation. Appendix 4 approved on a motion proposed by Cllr C Penrose and seconded by Cllr J Stone. Bound Minutes April 2014-March 2020 received back from Shaw and Sons.
- 12.** Playgrounds to receive a report from Cllr Curtis.
- 13.** Correspondence .1. Memorial Hall Defibrillator management, Cllr A Manning to confirm if Bowls club and tennis have also had defibrillators. **ACTION: Cllr A Manning**

Council approved purchase of replacement pads on a motion proposed by Cllr F Maroudas and seconded by Cllr C Penrose. ACTION: Clerk

2. Footpaths Shiplake to Wargrave footpath proposal. Council not supportive of proposal at this stage due to overcrowding on Shiplake meadows bridge jumping and vandalism at boat moorings proposed by Cllr F Maroudas and seconded by Cllr D Pheasant

3.G Jones footpath report ,Council expressed sincere thanks to Mr Jones for his comprehensive report .

4.Remembrance Day memorial service will be adapted to comply with government guidelines on numbers attending (30) clerk to ascertain procedure for road closure if still required.

ACTION : Clerk

14. Items of interest or for future discussion. 1.Police Matters 10 incidents reported 6 in Shiplake Cross and 4 in Shiplake.

2.Cllr R Curtis enquired as to whether Council should be recording all on line meetings .Clerk to contact OALC .ACTION :Clerk

There being no other items of business the Chairman closed the meeting at 9.50pm

R.V. Hudson. Clerk to the Council.

24/09/2020

Appendix 1

SHIPLAKE PARISH COUNCIL		STATEMENT OF ACCOUNTS		1	August	2020	
		Paid Out in	July	2020	Cheque nos	cash ed y/n	
R V Hudson – salary June		27.20			BACS		469.10 s 5 1963 Local Government (Financial provisions) Act
R V Hudson – expenses, office allowance June		28.20			BACS		76.40 s112(2) 1972 Local Government Act
Inland Revenue – clerk's tax June		29.20			BACS		117.20 s111 1972 Local Government Act
Robin Head (Grasscutting)		30.20			BACS		52.00 s111 1972 Local Government Act
Higgs (Banners)		31.20			BACS		178.00 s111 1972 Local Government Act
Mr R Curtis (reimbursement)		32.20			BACS		38.27 s111 1972 Local Government Act
Broadband (Final account)		33.20			DD		32.35 s111 1972 Local Government Act
Broadband (closing account balance)		34.20			DD		17.44 s111 1972 Local Government Act
Broadband (new account)		35.20			DD		29.00 s111 1972 Local Government Act
Broadband		36.20			DD		29.00 s111 1972 Local Government Act
TOTAL							1,038.76
Transfer to Current Account from Deposit account							
Income since last meeting							
untaxed interest Business account							
untaxed interest N S & I account							
VAT reclaim							4213.77
Precept							
Total							4,213.77
Statement Balances at 1st August 2020							
Co-operative Bank Current account							21,393.44
Co-operative Bank Deposit account							72,874.41
National Savings High Interest account							24,340.88
TOTAL							118,608.73
Uncleared /Cancelled cheques at 1 August 2020							
Total							0.00
Revised Balance Bank Current Account 1 August 2020							
Payments due to be made in August 2020 approved under section							
					cheque no /online		
R V Hudson – salary July		37.20			BACS		469.10 s 5 1963 Local Government (Financial provisions) Act
R V Hudson – expenses, office allowance July		38.20			BACS		74.85 s112(2) 1972 Local Government Act
Inland Revenue – clerk's tax July		39.20			BACS		117.20 s111 1972 Local Government Act
Broadband		40.20			DD		29.00 s111 1972 Local Government Act
Robin Head (Grasscutting)		41.20			BACS		26.00 s111 1972 Local Government Act
Staples		42.20			BACS		46.33 s111 1972 Local Government Act
Shaw and sons (Minutes Binding)		43.20			BACS		141.60 s111 1972 Local Government Act
Mr G Jones (reimbursement)		44.20			BACS		18.26 s111 1972 Local Government Act
SODC dog bin emptying (increased prices)		45.20			BACS		53.82 s111 1972 Local Government Act
Arum tree services (Badgers walk)		46.20			BACS		630.00 s111 1972 Local Government Act
TOTAL							1,606.16
Anticipated Income							
Transfer to Deposit Account from current account							
Transfer to Current Account from Deposit account							
Projected Financial Position as at 31st August 2020							
Co-operative Bank Current account							19,787.28
Co-operative Bank Deposit account							72,874.41
National Savings account							24,340.88
TOTAL							117,002.57
R V Hudson							
Clerk to the Council.							
1 August 2020							

Appendix 2

SHIPLAKE PARISH COUNCIL		STATEMENT OF ACCOUNTS			1	September	2020	
					<u>cashed</u>			
		<u>Paid Out in</u>	<u>August</u>	<u>2020</u>	<u>Cheque nos</u>	<u>yn</u>		
R V Hudson – salary July		37.20			BACS	√	469.10	s 5
R V Hudson – expenses, office allowance July		38.20			BACS	√	74.85	s112(2)
Inland Revenue – clerk’s tax July		39.20			BACS	√	117.20	s111
Broadband		40.20			DD	√	29.00	s111
Robin Head (Grasscutting)		41.20			BACS	√	26.00	s111
Staples		42.20			BACS	√	46.33	s111
Shaw and sons (Minutes Binding)		43.20			BACS	√	141.60	s111
Mr G Jones (reimbursement)		44.20			BACS	√	18.26	s111
SODC dog bin emptying (increased prices)		45.20			BACS	√	53.82	s111
Arum tree services (Badgers walk)		46.20			BACS	√	630.00	s111
TOTAL							1,606.16	
<u>Transfer to Current Account from Deposit account</u>								
<u>Income since last meeting</u>								
untaxed interest Business account								
untaxed interest N S & I account								
VAT reclaim							-	
Precept								
Total							0.00	
<u>Statement Balances at</u>	<u>1st</u>	<u>September</u>	<u>2020</u>					
Co-operative Bank Current account							22,932.29	
Co-operative Bank Deposit account							72,874.41	
National Savings High Interest account							24,340.88	
TOTAL							120,147.58	
<u>Uncleared /Cancelled cheques at</u>		<u>1</u>	<u>September</u>	<u>2020</u>				
Broadband							29.00	
Total							29.00	
<u>Revised Balance Bank Current Account</u>		<u>1</u>	<u>September</u>	<u>2020</u>			22,903.29	
		<u>Payments due to be made in</u>	<u>September</u>	<u>2020</u>	<u>cheque no /online</u>			<u>approved under section</u>
R V Hudson – salary August		47.20			BACS		469.10	s 5
R V Hudson – expenses, office allowance August		48.20			BACS		70.80	s112(2)
Inland Revenue – clerk’s tax August		49.20			BACS		117.20	s111
Broadband		50.20			DD		29.00	s111
Robin Head (Grasscutting)		51.20			BACS		52.00	s111
Abotts (confidential waste)		52.20			BACS		65.00	s111
Playsaftey (RoSPA report)		53.20			BACS		164.40	s111
Fenland Leisure swing seats MH play		54.20			BACS		134.40	s111
Fenland Leisure swing parts MH play		55.20			BACS		25.68	s111
Geosphere (parish on line subscription)		56.2			BACS		£36.00	s111
TOTAL							1,163.58	
<u>Anticipated Income</u>								
precept							14522.50	
<u>Transfer to Deposit Account from current account</u>							0.00	
<u>Transfer to Current Account from Deposit account</u>							0.00	
		<u>Projected Financial Position as at</u>	<u>30th</u>	<u>September</u>	<u>2020</u>			
Co-operative Bank Current account							36,262.21	
Co-operative Bank Deposit account							72,874.41	
National Savings account							24,340.88	
TOTAL							133,477.50	
R V Hudson								
Clerk to the Council.								
	<u>1</u>	<u>September</u>	<u>2020</u>					

phone 03457 213 213

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

M5096/J1022517000

29800

Community Directplus Account

Summary	Date	Description	Money out	Money in	Balance
Account title SHIPLAKE PARISH COUNCIL	31 JUL 20	OPENING BALANCE			24,538.45
Sort code 089016	11 AUG 20	Mr G Jones jotform reimburse	18.26		
	11 AUG 20	ROBIN W HEAD GRASSCUTTING	26.00		
	11 AUG 20	STAPLES UK LTD OFFICE SUPPLIES	46.33		
	11 AUG 20	SOUTH OXFORDSHIRE invoice 10242740	53.82		
	11 AUG 20	R HUDSON clerk expenses	74.85		
Account number 61005332 00	11 AUG 20	HMRC CUMBERNAULD Clerk Tax	117.20		
	11 AUG 20	Shaw and Sons invoice 0000276721	141.60		
Statement date 1 September 2020	11 AUG 20	R HUDSON clerk salary	469.10		
	11 AUG 20	Arum Tree Services invoice 12809	630.00		22,961.29
Statement number 334	28 AUG 20	DD ZZOOMMPLC V6S3287	29.00		22,932.29
Page number 1 of 1		Statement closing balance			22,932.29
Abbreviations: S Sub Total (Intermediate Balance) OD Overdrawn Balance ODIS 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 24,538.45					
Money out 1,606.16					
Money in 0.00					
Statement closing balance 22,932.29					
International Bank Account Number GB89 CPBK 0890 1661 0053 32					
Bank Identification Code CPBK GB22					

M5096/J1022517000

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 01/09/2020		
	Cash in Hand 01/04/2020		101,126.28
	ADD Receipts 01/04/2020 - 01/09/2020		31,250.12
	SUBTRACT Payments 01/04/2020 - 01/09/2020		132,376.40
	Cash in Hand 01/09/2020 (per Cash Book)		12,228.82
B	Cash in hand per Bank Statements		
	Cash	01/09/2020	0.00
	Cooperative Bank Current Account	01/09/2020	22,932.29
	Cooperative Bank Business Select	01/09/2020	72,874.41
	National Savings and Investments	01/09/2020	24,340.88
			120,147.58
	Less unrepresented payments		0.00
B			120,147.58
	Plus unrepresented receipts		0.00
	Adjusted Bank Balance		120,147.58
	A = B Checks out OK		