

SHIPLAKE PARISH COUNCIL

Minutes of the Meeting of SHIPLAKE PARISH COUNCIL

held via Zoom remotely on

MONDAY NOVEMBER 9th, 2020 AT 7.45 PM.

AGENDA

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) ,in addition there were 7 members of public present.
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 12th 2020 Cllr D Pheasant notes some minor typos in item 5 , corrected .The minutes were than 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. None
5. Open Forum: an opportunity for members of the public to address the Council on items on the agenda Chairman closed the meeting at 8.15pm .There were a number of questions and comments regarding Thames Farm Drainage proposals and the FRA commissioned by Taylor Wimpey. The Clerk was requested to write to Emma Bowerman at SODC to supply Health & Safety warning notices on the development as currently there are none., copy also to Technical Director at Taylor Wimpey .The Chairman resumed the meeting at 8.40pm
6. 1.To receive a report from Oxfordshire County Councillor D Bartholomew full report can be viewed [here](#)
7. Highway matters. Cllr R Head update on highway safety issues: carried forward to December mtg.
1.Highway safety issues speed survey results Council requested the results for discussion Cllr D Bartholomew to report at December mtg.
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 Council agreed to increase allowance for expenditure on revised Landscape Assessment to £600.
10. Planning: Draft Minutes of Planning Meeting held on Monday 26th 2020(circulated and noted)
To review applications received since October 26th.
 1. [P20/S3553/FUL](#) Lashbrook House submission date 17th November **OBJECTIONS**
 2. [P20/S2103/FUL](#) Land at Crossways Amendment 3 submission date 16th November **OBJECTIONS**
Recommendations approved on a motion proposed by Cllr F Maroudas and seconded by Cllr C Penrose.
 3. [P20/S3942/FUL](#) Mount Ida response date 27th November held until planing meeting 25th November
 4. 1.Thames Farm drainage proposal update on action Cllr D Pheasant.
Background, Key Points & Action Items arising from discussions between parish councillors and the Thames Farm Action Group (TFAG) objecting to the proposals.
The response from SODC to letters of objection from 150 + residents and representation on their behalf by SPC, John Howell, District and County Councillors, has been for Taylor Wimpey (TW) to provide a Flood Risk Assessment (FRA) to be followed by 2 weeks consultation.
TFAG has been established to represent the interests of residents in objecting to the proposals. Approaching 200 have registered with the vast majority offering their financial

support. A petition objecting to the proposals has 260+ supporters registered within 3 days. BBC South to feature residents' concerns in broadcast on 09/11/2020.

Actions Taken & Others to be Agreed with SPC

Letters registering Parish Council's specific concerns agreed with TFAG and sent to Taylor Wimpey (TW) board directors and the Environmental Agency Executive.

Agreed that the TW FRA will need scrutiny by relevant professionals in extremely limited timescales. The TFAG coordinators have initiated discussions with 6 companies based on the brief agreed with the Parish Council.

Concurrently, TFAG is in contact with legal entities including ELA (Environmental Law Association), a charitable body providing free legal advice in the planning sector. Quotations and terms of reference have been obtained from other sources. The issue is TW's proposals should not be processed as a 'reserved matter' but as a fundamental change, which requires the original planning application be reviewed and consulted on again in the context of the known issues.

ACTIONS

2. Thames Farm Action Group (TFAG) The Parish Council was asked to consider and agree payment of fees for examination of the TW Flood Risk Assessment (FRA) and on the basis of three quotations, the appointment of a solicitor. .

Council expressed concerns that since they had not been involved in the tendering process, to commit public monies would be irresponsible without some form of approved governance.

3. In order not to be an obstacle to progress, and as time is tight, Council agreed a motion proposed by Councillor Maroudas and seconded by Councillor Pheasant that Shiplake Parish Council will work with the TFAG to raise a fighting fund to procure professional technical and legal advice and delegate any Parish Council spend authorization to a sub group of council consisting of at least two members of planning/ finance groups and including chair and vice chair. Any spend beyond £15,000 to be approved by full council.

Councillor D Pheasant was requested with developing some governance guidelines with the support of the Clerk. The Clerk was requested to get guidance from OALC and to forward the financial regulations to Councillor Pheasant ACTION: Councillor Pheasant and Clerk

4. The Parish Council, if possible/practical, to provide for a separate bank account for residents' donations, with requirement for TFAG and Parish Clerk as 4 signatories for the funds raised for appropriate legal actions on behalf of residents. Clerk requested to ascertain if this was feasible and to contact Cllr D Woodward Chair of Eye & Dunsden PC for advice on how they actioned their crowdfunding campaign. ACTION: Clerk

5. Plowden Arms ACV. Clerk reported that a resubmission had been made and now awaiting response from SODC

11. Financial Matters.

1. To review and approve payments for November (see APPENDIX 1) approved on a motion proposed by Cllr F Maroudas and seconded by Cllr D Pheasant
2. To review and approve October Bank Statement (see APPENDIX 2) approved on a motion proposed by Cllr F Maroudas and seconded by Cllr D Pheasant
3. To review and approve October Bank reconciliation. (see APPENDIX 3) approved on a motion proposed by Cllr F Maroudas and seconded by Cllr D Pheasant
4. Finance group budget 2021/22 mtg, to review. Clerk to action
5. To consider Royal British Legion donation. Council approved a donation of £700 in total on a motion proposed by Cllr C Penrose and seconded by Cllr A Manning

12. Playgrounds to receive a report from Cllr Curtis Cllr R Curtis reported damage to the gate still not closing and loose fence panel and gate post needs replacing. Clerk to contact contractor. ACTION: Clerk Clerk has now received three quotations to resurface MH playground range £20248 - £22644+VAT

13. Correspondence Footpaths

14. Items of interest or for future discussion. 1. Police Matters. Cllr R Curtis reported 5 crimes recorded
2. Cllr A Manning informed Council that metal restricted height barriers are being installed at Memorial Hall to prevent further intrusions.

3. There being no other business the Chairman closed the meeting at 9.49pm.

R.V. Hudson.
Clerk to the Council.
30/11/2020

APPENDIX 1

SHIPLAKE PARISH COUNCIL		STATEMENT OF ACCOUNTS			1	November	2020	
	Paid Out in	October	2020	Cheque nos.	cash ed y/n			
R V Hudson – salary September	57.20			BACS	✓	469.10	s 5	1963 Local Government (Financial provisions) Act
R V Hudson – expenses, office allowance, September	58.20			BACS	✓	73.05	s112(2)	1972 Local Government Act
Inland Revenue – clerk's tax September	59.20			BACS	✓	117.20	s111	1972 Local Government Act
Broadband	60.20			DD	✓	29.00	s111	1972 Local Government Act
Robin Head (Grasscutting)	61.20			BACS	✓	52.00	s111	1972 Local Government Act
Mr G Jones reimbursement	62.20			BACS	✓	10.06	s111	1972 Local Government Act
OxIT (invoice 19046) web development	63.20			BACS	✓	240.00	s111	1972 Local Government Act
OxIT (invoice 18806) grid/dropbox	64.20			BACS	✓	150.54	s111	1972 Local Government Act
Parish Council Insurance(Came & Co)	65.20			BACS	✓	1297.78	s111	1972 Local Government Act
WEL Medical (Defibrillator pads)	66.20			BACS	✓	46.68	s111	1972 Local Government Act
TOTAL						2,485.41		
<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 1st November 2020</u>								
Co-operative Bank Current account						33,805.80		
Co-operative Bank Deposit account						72,874.41		
National Savings High Interest account						24,340.88		
TOTAL						131,021.09		
<u>Uncleared /Cancelled cheques at 1 November 2020</u>								
Broadband								
Total						0.00		
<u>Revised Balance Bank Current Account 1 November 2020</u>								
						33,805.80		
<u>Payments due to be made in November 2020 approved under section</u>								
				cheque no /online				
R V Hudson – salary October	67.20			BACS		469.10	s 5	1963 Local Government (Financial provisions) Act
R V Hudson – expenses, office allowance, October	68.20			BACS		87.38	s112(2)	1972 Local Government Act
Inland Revenue – clerk's tax October	69.20			BACS		117.20	s111	1972 Local Government Act
Broadband	70.20			DD		29.00	s111	1972 Local Government Act
Robin Head (Grasscutting)	71.20			BACS		26.00	s111	1972 Local Government Act
SODC (dog bin servicing)	72.20			BACS		53.82	s111	1972 Local Government Act
TOTAL						782.50		
<u>Anticipated Income</u>								
precept						0.00		
<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 30th November 2020</u>								
Co-operative Bank Current account						33,023.30		
Co-operative Bank Deposit account						72,874.41		
National Savings account						24,340.88		
TOTAL						130,238.59		
R V Hudson Clerk to the Council.								
	1	November	2020					

The **co-operative** bank

co-operativebank.co.uk/business

phone 03457 213 213

MR R V HUDSON66 Makins Road
Henley-On-Thames
Oxfordshire
RG9 1PR

M8685/J1029020000

29800

Community Directplus Account

Summary	Date	Description	Money out	Money in	Balance
Account title SHIPLAKE PARISH COUNCIL	1 OCT 20	OPENING BALANCE			36,291.21
	14 OCT 20	WEL Medical invoice 1237631	46.68		
	14 OCT 20	Mr G Jones reimbursement	10.06		
Sort code 089016	14 OCT 20	ROBIN W HEAD GRASSCUTTING	52.00		
	14 OCT 20	R HUDSON clerk expenses	73.05		
Account number 61005332 00	14 OCT 20	HMRC CUMBERNAULD clerk tax	117.20		
	14 OCT 20	OXFORD IT SOLUTION inv 18806	150.54		
Statement date 30 October 2020	14 OCT 20	OXFORD IT SOLUTION inv 19046	240.00		
	14 OCT 20	R HUDSON clerk salary	469.10		
Statement number 336	14 OCT 20	CAME & COMPANY 2157708	1,297.78		33,834.80
	29 OCT 20	DD ZZOOMPLC V6S3287	29.00		33,805.80
Page number 1 of 1		Statement closing balance			33,805.80
Statement opening balance 36,291.21	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.				
Money out 2,485.41					
Money in 0.00					
Statement closing balance 33,805.80					
International Bank Account Number GB89 CPBK 0690 1661 0053 02					
Bank Identification Code CPBK GB22					

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 03/11/2020		
	Cash in Hand 01/04/2020		101,126.28
	ADD Receipts 01/04/2020 - 03/11/2020		45,772.62
	SUBTRACT Payments 01/04/2020 - 03/11/2020		146,898.90
	Cash in Hand 03/11/2020 (per Cash Book)		15,877.81
B			131,021.09
	Cash in hand per Bank Statements		
	Cash 31/10/2020	0.00	
	Cooperative Bank Current Account 31/10/2020	33,805.80	
	Cooperative Bank Business Select 31/10/2020	72,874.41	
	National Savings and Investments 31/10/2020	24,340.88	
			131,021.09
	Less unrepresented payments		0.00
			131,021.09
	Plus unrepresented receipts		0.00
B	Adjusted Bank Balance		131,021.09
	A = B Checks out OK		