

SHIPLAKE PARISH COUNCIL.

MINUTES OF THE MEETING OF THE ANNUAL PARISH COUNCIL MEETING OF SHIPLAKE PARISH COUNCIL HELD ON WEDNESDAY 5TH MAY 2021 ONLINE VIA ZOOM AT 7.45 P.M.

1. **PRESENT:** Cllr F Maroudas (Chairman), Cllr D Pheasant. Cllr R Head, Cllr R Curtis, Cllr J Stone, Cllr A Manning, and Cllr C Penrose,
In ATTENDANCE: Cllr D Bartholomew (OCC), Cllr L Rawlins (DC), 4 members of public.
2. **ELECTION OF OFFICERS, SUB-COMMITTEES, WORKING PARTIES AND REPRESENTATIVES TO SERVE ON OUTSIDE BODIES**
Council nominated Cllr F Maroudas as Chairman proposed by Cllr D Pheasant and seconded by Cllr R Head. Unanimously approved.
Council nominated Cllr D Pheasant as Vice Chairman, proposed by Cllr F Maroudas and seconded by Cllr J Stone.
SUB COMMITTEES /WORKING PARTIES.
Planning Committee: Cllr Penrose nominated as Chairman, proposed by Cllr F Maroudas and seconded by Cllr D Pheasant. Members: Cllr D Pheasant, Cllr J Stone, Cllr R Curtis, Cllr F Maroudas, Cllr C Penrose and Cllr A Manning
Grants and Finance: Cllr F Maroudas nominated as Chair. Members: Cllr J Stone, Cllr C Penrose and Cllr R Curtis
REPRESENTATIVES ON VARIOUS COMMITTEES.
Memorial Hall: Cllr A Manning proposed by Cllr C Penrose and seconded by Cllr F Maroudas
Neighbourhood Plan Committee Chair :Cllr D Pheasant proposed by Cllr F Maroudas and seconded by Cllr R Head.
Badgers Walk Playground: Cllr R Curtis proposed by Cllr J Stone and seconded by Cllr R Head
Memorial Hall Playground: Cllr R Curtis proposed by Cllr J Stone and seconded by Cllr R Head
Shiplake C. E. School: Cllr R Curtis proposed by Cllr J Stone and seconded by Cllr C Penrose.
3. **DECLARATIONS OF GIFTS AND INTERESTS.** Cllr F Maroudas declared an interest in the PA for the Gables.
4. **Council resolved to approve the minutes of the meeting of Shiplake Parish Council** held on Monday, April 19th, 2021, on a motion proposed by Cllr F Maroudas and seconded by Cllr A Manning
5. **OPEN FORUM:** Chairman closed the meeting at 19.53 to allow members of the public to address the Council. The prospective new owners of the Plowden Arms outlined their plans for the Pub when reopening and agreed to present more detailed plans to the Planning committee. The Chairman then resumed the meeting at 20.10.
6. **PLAYGROUNDS** Council resolved to get an additional quote for the maintenance of Badgers Walk. In the meantime Clerk to procure a contractor for one cut of the grass. ACTION: Clerk.
Council resolved to get an independent consultant to advise on MH Playground. ACTION: Clerk
7. **POLICE MATTERS** to receive a report from Cllr Curtis. No incidences reported. Full crime report can be viewed [CrimeMap](#)
8. Update on matters which do not require further decisions. Council resolved to hold an APM with a focus on Climate Emergency in June 2021. Shiplake-Wargrave footpath to be considered at APM.
9. To receive a report from O.C.C. Cllr D Bartholomew full report can be viewed [Here](#). Council resolved to obtain quote for installation of footpath in Plough Lane through Glanville Associates as recommended by OCC. ACTION: Clerk.
10. **HIGHWAY MATTERS** Memorial Avenue Trees. Council resolved to purchase replacement trees at cost of £150 per tree on a motion proposed by Cllr F Maroudas and seconded by Cllr D Pheasant. However Clerk was requested to obtain more details about proposed size and location of trees to be planted as costs seemed high and vandalism is potential issue. ACTION: Clerk.
11. To receive a report from SODC. Cllrs Bartholomew and Rawlins full report can be viewed [Here](#)
12. **NEIGHBOURHOOD Plan** update from Cllr D Pheasant

Minutes of NP Committee Meeting on 06/05/2021

1. Following Bluestone Planning's and Kidmore End Parish Council's* recent neighbourhood plan policy discussions with SODC, regarding gaps between villages, green field areas, the outcomes of recent planning approvals, the Shiplake NP Committee met with Bluestone Planning to agree appropriate planning policies based on a 'separation of settlements' approach. (*Bettina Kirkham of Kirkham Landscape Planning & terra firma, author of Shiplake's Landscape Character Assessment and member of Kidmore End's NP Group.)
2. Resultant agreed changes to the Shiplake NP, Landscape Assessment and Village Character Appraisal were agreed as follows:
 - 1.Include 'Separation of Settlements' policy text and remove references to such as 'gap's and 'buffers' as appropriate
 - 2.Agreed that NP document narrative and policies text be modified to reflect the impact of recent planning approvals for in excess of 200+ new homes in the settlement areas, including provision for affordable housing and down-sizing opportunities for the elderly, well in excess of originally envisaged 35-65 houses. This reflects the resident responses to the Pre-submission Consultation.
 - 3.The amended NP, Village Character Appraisal and Landscape Character Assessment to be circulated to all NP Committee members to seek any views on the changes and provide the benefits of a thorough 'proof reading' of the documents with any amendments made prior to the June meeting of the Paris Council.

13. PLANNING :

- 1.[P21/S1507/HH](#) Thames field Mr A Popham rb 19th May Council had a response which stated that the a permitted rights condition should be removed to prevent the owners bringing the garage forward of the building line
- 2.[P21/S1673/HH](#) The Gables ; Widbrook rb 23rd May No strong feelings to the installation of a heat pump

3. Planning Decisions P20/S2103/FUL Planning refused

14. FINANCIAL MATTERS.

- 1 Council resolved to approve Financial Statements. Month (Appendix 1) on a motion proposed by Cllr A Manning and seconded by Cllr R Head
- 2 Council resolved to approve Bank Statement (Appendix 2) on a motion proposed by Cllr A Manning and seconded by Cllr R Head
- 3 Council resolved to approve Bank reconciliation (Appendix 3) on a motion proposed by Cllr A Manning and seconded by Cllr R Head
- 4.Council resolved to approve Draft Year End accounts differences variation (circulated) on a motion proposed by Cllr A Manning and seconded by Cllr F Maroudas
5. Council resolved to approve AFR section 1 Annual Governance Statement (circulated) on a motion proposed by Cllr R Head and seconded by Cllr C Penrose
6. Council resolved to approve AFR section 2 Accounting statements (circulated) on a motion proposed by Cllr F Maroudas and seconded by Cllr A Manning
7. Council resolved to approve AFR internal Auditor report. (circulated) on a motion proposed by Cllr F Maroudas and seconded by Cllr A Manning
8. Council resolved to approve updated Standing Orders(circulated) on a motion proposed by Cllr F Maroudas and seconded by Cllr J Stone
9. Council resolved to approve Code of Conduct. (circulated) on a motion proposed by Cllr F Maroudas and seconded by Cllr D Pheasant

15.FOOTPATHS. Nothing to report.

16.AONB Council resolved to send a follow up letter to Natural England and Chilterns for update on latest communication from Parishes. ACTION: Clerk

17.MEMORIAL HALL. Cllr A Manning updated Council on minor changes to Hall staff appointments

18.CORRESPONDENCE.Nothing to report

19.. ITEMS OF INTEREST or for future discussion. There being no other items of business the Chairman closed the meeting at 9.27pm

R.V. Hudson.
Clerk to the Council.
25th May 2021

APPENDIX 1

SHIPLAKE PARISH COUNCIL		STATEMENT OF ACCOUNTS		1	May	2021	
	Paid Out in	April	2021	Cheque nos.	cash ed y/n		
R V Hudson – salary March	1.21			BACS	Y	469.10	s 5 1963 Local Government (Financial provisions) Act
R V Hudson – expenses, office allowance March	2.21			BACS	Y	71.25	s112(2) 1972 Local Government Act
Inland Revenue – clerk's tax March	3.21			BACS	Y	117.20	s111 1972 Local Government Act
OPFA (subscription)	4.21			BACS	Y	53.00	s111 1972 Local Government Act
JBA(Inv 2021/1239	5.21			BACS	Y	1654.80	s111 1972 Local Government Act
Zzoomm(INV 8076 ...)	6.21			BACS	Y	29.00	s111 1972 Local Government Act
Playsafety (RoSPA report)	7.21			BACS	Y	365.40	s111 1972 Local Government Act
J Olds (Internal Audit)	8.21			BACS	Y	145.00	s111 1972 Local Government Act
CPRE (Subscription	9.21			BACS	Y	36.00	s111 1972 Local Government Act
SODC(Dog Bin servicing)	10.21			BACS	Y	53.82	s111 1972 Local Government Act
TOTAL						2,994.57	
<u>Transfer to Current Account from Deposit account</u>							
<u>Income since last meeting</u>							
untaxed interest Business account						11.12	
untaxed interest N S & I account							
Insurance claim						3860.00	
CIL payment						5837.11	
Precept						14595.00	
Total						24,303.23	
<u>Statement Balances at 1st May 2021</u>							
Co-operative Bank Current account						28,661.81	
Co-operative Bank Deposit account						72,959.78	
National Savings High Interest account						24,516.12	
TOTAL						126,137.71	
<u>Uncleared /Cancelled cheques at 1 May 2021</u>							c
Total						0.00	
<u>Revised Balance Bank Current Account</u>						28,661.81	
<u>Payments due to be made in May 2021</u>							<u>approved under section</u>
R V Hudson – salary April	11.21			BACS		469.10	s 5 1963 Local Government (Financial provisions) Act
R V Hudson – expenses, office allowance April	12.21			BACS		86.15	s112(2) 1972 Local Government Act
Inland Revenue – clerk's tax April	13.21			BACS		117.20	s111 1972 Local Government Act
Zzoomm(INV ...)	14.21			BACS		29.00	s111 1972 Local Government Act
Robin Head (Grasscutting)	15.21			BACS		52.00	s111 1972 Local Government Act
TOTAL						753.45	
<u>Anticipated Income</u>							
Total						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 31st May 2021</u>							
Co-operative Bank Current account						27,908.36	
Co-operative Bank Deposit account						72,959.78	
National Savings account						24,516.12	
TOTAL						125,384.26	
R V Hudson							
Clerk to the Council.							
1 May 2021							

phone 03457 213 213

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

M8832/J1048280000

29800

Community Directplus Account

Summary	Date	Description	Money out	Money in	Balance
Account title SHIPLAKE PARISH COUNCIL	1 APR 21	OPENING BALANCE			7,364.27
	8 APR 21	SODC GENERAL A/C PRECEPT 2021/22 1S		14,595.00	21,959.27
	13 APR 21	AXA INSURANCE UK P CLAIM 2803101		3,860.00	25,819.27
Sort code 089016	21 APR 21	SOUTH OXFORDSHIRE inv 10259868	53.82		
Account number 61005332 00	21 APR 21	R HUDSON clerk expenses	71.25		
Statement date 30 April 2021	21 APR 21	HMRC CUMBERNAULD clerk tax	117.20		
Statement number 342	21 APR 21	PLAYSAFETY inv 54360	365.40		
	21 APR 21	R HUDSON clerk salary	469.10		
Page number 1 of 1	21 APR 21	JBA Consulting inv 2021/1239	1,654.80		23,087.70
	22 APR 21	OPFA SPC membership	53.00		
Statement opening balance 7,364.27	22 APR 21	CPRE 705195	36.00		22,998.70
Money out 2,994.57	23 APR 21	Jane Olds inv JO110	145.00		22,853.70
Money in 24,292.11	29 APR 21	DD ZZOOMMPLC V6S3287	29.00		22,824.70
	30 APR 21	SODC ACCOUNTS PAYA NA		5,837.11	28,661.81
Statement closing balance 28,661.81		Statement closing balance			28,661.81

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.

International Bank Account Number
GB33 CPBK 0890 1661 0053 32

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 01/05/2021		
	Cash in Hand 01/04/2021		104,829.05
	ADD Receipts 01/04/2021 - 01/05/2021		24,303.23
			129,132.28
	SUBTRACT Payments 01/04/2021 - 01/05/2021		2,994.57
	Cash in Hand 01/05/2021 (per Cash Book)		126,137.71
B	Cash in hand per Bank Statements		
	Cash 01/05/2021	0.00	
	Cooperative Bank Current Account 01/05/2021	28,661.81	
	Cooperative Bank Business Select 01/05/2021	72,959.78	
	National Savings and Investments 01/05/2021	24,516.12	
			126,137.71
	Less unrepresented payments		0.00
			126,137.71
	Plus unrepresented receipts		0.00
			126,137.71
B	Adjusted Bank Balance		126,137.71
	A = B Checks out OK		