

SHIPLAKE PARISH COUNCIL

Minutes of meeting of SHIPLAKE PARISH COUNCIL held in Shiplake Memorial Hall on Monday September 13th, 2021, AT 7.45 PM.

1. PRESENT: Cllr F Maroudas (Chair), Cllr D Pheasant (Vice-Chair), Cllr C Penrose, Cllr J Stone, Cllr A Manning and Cllr R Curtis
In ATTENDANCE. Cllr D Bartholomew (OCC) and Cllr L Rawlins. 3 members of the public
APOLOGIES: Cllr R Head had sent his apologies
2. To receive any declarations of gifts & interests. None declared
3. Council resolved to approve the minutes of the meeting of Shiplake Parish Council held on Monday July 26th, 2021, on a motion proposed by Cllr R Curtis and seconded by Cllr D Pheasant
4. Playgrounds Cllr Curtis reported bins need emptying Cllr Rawlins to follow up. Boundary Hedge needs trimming Clerk to contact contractor ACTION: Clerk. To review Tender document for Memorial Hall. Council expressed some concerns at budget and a lack of equipment for teenagers e.g., Basketball hoops or closed cage with football. Clerk to contact Consultant Action: Clerk. Council resolved to approve Tender document (subject to changes.) on a motion proposed by Cllr F Maroudas and seconded by Cllr R Curtis
5. Police Matters Cllr R Curtis reported 5 incidents full report viewed here [CrimeMap](#)
6. Matters arising from previous meetings not covered in meeting. Queen Platinum Jubilee College will be organising events present at APM, Tree Planting Memorial Avenue Clerk to contact Savills to go ahead and if possible, protect trees from vandalism with wire and prevent access to field
7. Open Forum: Chairman closed the meeting at 7.58pm to allow comment from members of the public owners of Plowden Arms (Plough) stated that opening date is scheduled for April 2022. Council invited owners to present their plans at forthcoming APM Chairman resumed the meeting at 8.11pm.
8. Oxfordshire County Councillor D Bartholomew submitted his report full report can be viewed [OCC Report Sept 21.pdf](#)
9. Highway matters. Cllr R Head not present so nothing to update
10. South Oxfordshire District, Cllrs Bartholomew and Rawlins. Submitted their reports. full report can be viewed [DC Report Sept 21.pdf](#)
11. Council resolved the following at a NP committee Zoom meeting on 17th September. Two motions were carried unanimously, proposed by Cllr D Pheasant and seconded by Cllr C Penrose
 1. To delegate to Cllrs Pheasant, Maroudas and Penrose responsibility for drafting and agreeing a statement regarding Wokingham BC (as requested by SODC) to accompany submission to SODC
 2. To submit the Neighbourhood Plan to SODC proceeding with Regulation 16.
12. Planning the following recommendations were proposed by the planning committee.
 - 1) [P21/S3776/FUL](#) **Proposal:** Proposed new build dwelling on site A at Kingsley House. Crowsley Road Lower Shiplake RG9 3LU Applicant Mr Stewart RB 28th Sept 2021. To be reviewed at proposed planning mtg 22nd Sept @Baskerville. ACTION Cllr C Penrose
Response drafted at meeting to include comments on Trees, Access and Parking and Design and Impact on Special Character Area 6. Was agreed to not be an objection but a **Has a RESPONSE**. Intended submission date is 24th September (ahead of final date 29th September) assuming all councillors approve final wording to be submitted (currently wording is with them for approval). Added word CONCERN into attached comments. **Sent P21/S3776/FUL. reference number is: 201512**
 - 2) In addition, committee discussed the following and requested the Clerk to write to SODC on behalf of SPC:

a) To Paul Lucas

ORCHARD HOUSE, Crowsley Road, Lower Shiplake P20/S2709/FUL

We understand that Cllr Bartholomew's has sent comments to you about the western boundary vegetation at this property. Shiplake Parish Council would also like to voice our concern and request it be investigated. The containing hedgerow has been removed and this is not anticipated. It has led to an urbanising impact on this Special Character Area and has materially impacted the rural vista. The planting does not assimilate the development into its surroundings in accordance with relevant planning policies of the Local plan which were a requirement of the Planning conditions. We would appreciate your response on this matter.

b) To Nicola.smith@southandvale.gov.uk and Judith.goodwin@oxfordshire.gov.uk (cc David Bartholomew)

Shiplake Retirement Village P21/S3236/DIS and its relationship with P21/S0859/FUL

Although we are not an official consultee to this discharge of conditions, we would join Cllr Bartholomew to register our deep concerns with the submissions you have in hand from the developer.

There are many urbanizing impacts on our smaller rural villages of the proposals (new road markings, village gateway, moving of the village signs not previously agreed) there is inaccuracy of the current submissions (for instance 30mph vs actual 40mph speed limits) and a lack of joined up thinking (for instance with regard to retaining wall and footpath creation east along the Reading Road and all the way in front of Tower House to connect it to existing footpaths into Lower Shiplake). We are also specifically concerned at a lack of detail on lighting plans. We would stress should be low level and minimized to fit with the dark skies' preference of the villages and its rural setting.

- 3) [P21/S3805/HH](#) **Proposal:** Variation of condition 2 (approved plans) in application P21/S1163/HH (Demolition of existing detached garage and construction of a new granny annex car port. Construction of side/rear house extension, bay window to lounge and new chimney) for proposed alterations. Taynish Station Road Lower Shiplake RG9 3JS Applicant Mr Milne RB 28th Sept 2021. COUNCIL HAS A RESPONSE NO OBJECTIONS
- 4) [P21/S3642/HH](#) **Proposal:** Demolition of rear single storey study/family area. Erection of two-storey front and rear extensions, single storey front and rear extensions and creation of a new larger rear ground floor decking area and a new first floor terrace. Internal layout and fenestration. Rear detached single storey outbuilding. Strand Cottage Mill Lane Shiplake RG9 3LY. applicant Mr Jackson RB 29/9/2021 COUNCIL HAS A RESPONSE NO OBJECTIONS
- 5) P21/S3947/HH Orchard Gate Plough Lane – responses submitted was NO OBJECTIONS.

DECISIONS

- 1) P21/S1904/HH The Old Chapel Mill Road Lower Shiplake RG9 3LW
PERMISSION GRANTED with 6 conditions

13. Financial Matters.

1. Council resolved to approve payments for August and September (see APPENDIX 1/2) on a motion proposed by Cllr F Maroudas and seconded by Cllr A Manning
2. Council resolved to approve August Bank Statement (see APPENDIX 3) on a motion proposed by Cllr F Maroudas and seconded by Cllr A Manning
- 3 Council resolved to approve August Bank reconciliation. (See APPENDIX 4) on a motion proposed by Cllr F Maroudas and seconded by Cllr A Manning
4. Council resolved to sign Terms of agreement for Playground Consultant M Carter on a motion proposed by Cllr F Maroudas and seconded by Cllr A Manning

14. AONB

- 15.** Footpaths. Plough Lane footpath project update no progress from Glanville's despite follow up by Clerk. Clerk to follow up again.
- 16.** Memorial Hall. Cllr A Manning requested dates for APM to see if Hall can accommodate
- 17.** Correspondence 1) Letter from Mr McAlpine ref overgrown hedge. Council reviewed letter and concluded that the matter was now between the neighbours and Council could do no more

- 2) Email from Mr Thorneton ref broadband speeds Cllr D Pheasant offered to respond.
18. Items of interest or for future discussion Confirm APM date Tuesday 26th October 7.15pm revised to Wednesday 20th October at Memorial Hall @7.15pm
19. There being no other items of business the Chairman closed the meeting at 9.32pm

R.V. Hudson.
Clerk to the Council.

29th September 2021

APPENDIX 1

SHIPLAKE PARISH COUNCIL		STATEMENT OF ACCOUNTS			1	August	2021	
		Paid Out in	July	2021	Cheque nos	cashd y/n		
R V Hudson – salary June (inc back pay)		22.21			BACS	y	2,471.77 s 5	1963 Local Government (Financial provisions) Act
R V Hudson – expenses, office allowance June		23.21			BACS	y	76.19 s112(2)	1972 Local Government Act
Inland Revenue – clerk's tax June		24.21			BACS	y	617.94 s111	1972 Local Government Act
Zzoomm(INV 11318)		25.21			BACS	y	21.75 s111	1972 Local Government Act
Robin Head (Grasscutting)		26.21			BACS	y	78.00 s111	1972 Local Government Act
OCC (speed survey)		27.21			BACS	y	450.00 s111	1972 Local Government Act
Terra Firma (landscape consultancy)		28.21			BACS	y	1079.10 s111	1972 Local Government Act
Henry Matthews (Grasscutting) inv 0585		29.21			BACS	y	36.00 s111	1972 Local Government Act
Henry Matthews (Grasscutting) inv 0673		30.21			BACS	y	72.00 s111	1972 Local Government Act
Oxit IT Ltd		31.21			BACS	y	12.00 s111	1972 Local Government Act
Oxit Ltd (inv 20221		32.21			BACS	y	160.75 s111	1972 Local Government Act
SODC (Dog bin servicing)		33.21			BACS	y	107.64 s111	1972 Local Government Act
TOTAL							5,183.14	
Transfer to Current Account from Deposit account								
Income since last meeting								
untaxed interest Business account								
untaxed interest N S & I account								
Grant							0.00	
CIL payment								
Precept								
Total							0.00	
Statement Balances at	1st	August	2021					
Co-operative Bank Current account							26,572.34	
Co-operative Bank Deposit account							72,959.78	
National Savings High Interest account							24,516.12	
TOTAL							124,048.24	
Uncleared /Cancelled cheques at	1	August	2021					c
Total							0.00	
Revised Balance Bank Current Account		1	August	2021			26,572.34	
		Payments due to be made in	August	2021				approved under section
				cheque no /BACS				
R V Hudson – salary July		34.21		BACS		599.87 s 5		1963 Local Government (Financial provisions) Act
R V Hudson – expenses, office allowance July		35.21		BACS		72.15 s112(2)		1972 Local Government Act
Inland Revenue – clerk's tax July		36.21		BACS		149.97 s111		1972 Local Government Act
Zzoomm(INV 12499)		37.21		BACS		29.00 s111		1972 Local Government Act
Robin Head (Grasscutting)		38.21		BACS		52.00 s111		1972 Local Government Act
Henry Matthews (Grasscutting) inv 820		39.21		BACS		72.00 s111		1972 Local Government Act
JBA(Consulting Fees)		40.21		BACS		1714.20 s111		1972 Local Government Act
Glanville (Consulting Fees)		41.21		BACS		2160.00 s111		1972 Local Government Act
Sport and Play consulting (Consulting Fees)		42.21		BACS		2250.00 s111		1972 Local Government Act
Bluestone Planning (inv 0327)		43.21		BACS		9679.80 s111		1972 Local Government Act
Chiltern Society(Sub)		44.21		102797		30.00 s111		1972 Local Government Act
TOTAL							16,808.99	
Anticipated Income								
Total							0.00	
Transfer to Deposit Account from current account								
Transfer to Current Account from Deposit account								
							0.00	
							0.00	
		Projected Financial Position as at 30th			August	2021		
Co-operative Bank Current account							9,763.35	
Co-operative Bank Deposit account							72,959.78	
National Savings account							24,516.12	
TOTAL							107,239.25	
R V Hudson								
Clerk to the Council.								
	1	August	2021					

APPENDIX 2

SHIPLAKE PARISH COUNCIL		STATEMENT OF ACCOUNTS			1	September	2021	
		<u>Paid Out in</u>	<u>August</u>	<u>2021</u>	<u>Cheque nos.</u>	<u>cash'd y/n</u>		
R V Hudson – salary July		34.21			BACS		599.87	s 5 1963 Local Government (Financial provisions) Act
R V Hudson – expenses, office allowance July		35.21			BACS		72.15	s112(2) 1972 Local Government Act
Inland Revenue – clerk's tax July		36.21			BACS		149.97	s111 1972 Local Government Act
Zzoomm(INV 12499) payment date 010921		37.21			BACS		29.00	s111 1972 Local Government Act
Robin Head (Grasscutting)		38.21			BACS		52.00	s111 1972 Local Government Act
Henry Matthews (Grasscutting) inv 820		39.21			BACS		72.00	s111 1972 Local Government Act
JBA (Consulting Fees)		40.21			BACS		1714.20	s111 1972 Local Government Act
Glanville (Consulting Fees)		41.21			BACS		2160.00	s111 1972 Local Government Act
Sport and Play consulting (Consulting Fees)		42.21			BACS		2250.00	s111 1972 Local Government Act
Bluestone Planning (inv 0327)		43.21			BACS		9679.80	s111 1972 Local Government Act
Chiltern Society(Sub)		44.21			102797		30.00	s111 1972 Local Government Act
TOTAL							16,808.99	
<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								
Grant							0.00	
CIL payment								
Precept								
Total							0.00	
<u>Statement Balances at</u>	<u>1st</u>	<u>September</u>	<u>2021</u>					
Co-operative Bank Current account							26,543.34	
Co-operative Bank Deposit account							72,959.78	
National Savings High Interest account							24,516.12	
TOTAL							124,019.24	
<u>Uncleared /Cancelled cheques at</u>	<u>1</u>	<u>September</u>	<u>2021</u>					c
R V Hudson – salary July		34.21			BACS		599.87	
R V Hudson – expenses, office allowance July		35.21			BACS		72.15	
Inland Revenue – clerk's tax July		36.21			BACS		149.97	
Robin Head (Grasscutting)		38.21			BACS		52.00	
Henry Matthews (Grasscutting) inv 820		39.21			BACS		72.00	
JBA (Consulting Fees)		40.21			BACS		1714.20	
Glanville (Consulting Fees)		41.21			BACS		2160.00	
Sport and Play consulting (Consulting Fees)		42.21			BACS		2250.00	
Bluestone Planning (inv 0327)		43.21			BACS		9679.80	
Chiltern Society(Sub)		44.21			102797		30.00	
							16779.99	
<u>Revised Balance Bank Current Account</u>	<u>1</u>	<u>September</u>	<u>2021</u>				9,763.35	
	<u>Payments due to be made in</u>	<u>September</u>	<u>2021</u>		<u>cheque no /BACS</u>			<u>approved under section</u>
R V Hudson – salary August	45.21				BACS		599.87	s 5 1963 Local Government (Financial provisions) Act
R V Hudson – expenses, office allowance August	46.21				BACS		152.35	s112(2) 1972 Local Government Act
Inland Revenue – clerk's tax August	47.21				BACS		149.97	s111 1972 Local Government Act
Zzoomm(INV payment date 011021	48.21				BACS		29.00	s111 1972 Local Government Act
Robin Head (Grasscutting) 0047761	49.21				BACS		52.00	s111 1972 Local Government Act
Henry Matthews (Grasscutting) inv	50.21				BACS		72.00	s111 1972 Local Government Act
Oxit (inv 20306	51.21				BACS		26.40	s111 1972 Local Government Act
TOTAL							1,081.59	
<u>Anticipated Income</u>								
payment from Henley TC re JBA inv							544.17	
Payment from Harpsden PC re JBA inv							544.17	
Precept tranche 2							14595.00	
Total							15,683.34	
<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>2021</u>				
Co-operative Bank Current account							24,365.10	
Co-operative Bank Deposit account							72,959.78	
National Savings account							24,516.12	
TOTAL							121,841.00	
R V Hudson								
Clerk to the Council.								
<u>1</u>	<u>September</u>	<u>2021</u>						

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

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Summary	Date	Description	Money out	Money in	Balance
Account title SHIPLEAKE PARISH COUNCIL	30 JUL 21	OPENING BALANCE			26,672.34
Sor code 089018	1 SEP 21	DD ZZZOVMFLO V803287	26.60		26,645.74
Account number 61000032 00		Statement closing balance			26,643.34
Customer name 1 September 2021		Approximate S Sub - debit transactions Balance; DD Overdraw Balance - ODS Overdraw Limit credit Balance NSTP on closing transaction Tax Credit on overdraw interest rate 0.01% overdraft limit of £10,000 on credit card the gap between the two is £1,000.			
Scale/BAT number 345					
Page number 1 of 1					
Statement opening balance					26,572.34
Money out			26.00		
Money in				0.00	
Statement closing balance					26,546.34
International Bank Account Number COBANK33333333333333333333					
Bank Identification Code 12345678					

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 01/09/2021		
	Cash in Hand 01/04/2021		104,828.05
	ADD Receipts 01/04/2021 - 01/09/2021		28,920.40
	SUBTRACT Payments 01/04/2021 - 01/09/2021		133,748.45
			26,510.20
	Cash in Hand 01/09/2021 (per Cash Book)		107,239.25
B	Cash in hand per Bank Statements		
	Cash 01/09/2021	0.00	
	Cooperative Bank Current Account 01/09/2021	26,543.34	
	Cooperative Bank Business Select 01/09/2021	72,959.78	
	National Savings and Investments 01/09/2021	24,516.12	
			124,019.24
	Less unrepresented payments		16,779.99
			107,239.25
	Plus unrepresented receipts		0.00
	Adjusted Bank Balance		107,239.25
	A = B Checks out OK		

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