

SHIPLAKE PARISH COUNCIL

Minutes of a meeting of SHIPLAKE PARISH COUNCIL held ONLINE via ZOOM due to the worsening Covid-19 situation Monday December 13th, 2021, AT 7.45 PM.

1. PRESENT Cllr F Maroudas (Chairman) Cllr R Head, Cllr D Pheasant, Cllr A Manning, Cllr J Stone Cllr R Curtis and Cllr C Penrose.
IN ATTENDANCE Cllr D Bartholomew (OCC/DC), Cllr L Rawlins (DC).and there were two members of the public present
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 November 8th 2021, on a motion proposed by Cllr F Maroudas and seconded by Cllr A Manning.
4. Playgrounds: Cllr Curtis reported on the condition of the playgrounds.
5. Police Matters: Cllr Curtis reported 3 crime incidents the full report can be viewed here [Crime Map](#)
6. There were no matters arising from previous meetings not covered in meeting.
7. Open Forum: The Chairman closed the meeting at 7.53pm to allow members of the public to address the Council on items on the agenda. Mr Baldwin commented on Thames Farm and Retirement Homes development, requesting stronger action from Council to resolve ongoing issues. The Chairman responded explaining Council's position. The Chairman resumed the meeting at 8.00pm
8. Oxfordshire County Councillor D Bartholomew. Submitted his report. The full report can be viewed here [OCC Report Dec 21.pdf](#)
9. Highway matters. Cllr R Head expressed his concerns about vehicles which appear to have been abandoned opposite the Church ,Cllr R Curtis was requested to check whether they were connected to the College and update at January PC mtg **ACTION :R Curtis**
10. South Oxfordshire District, Cllrs Bartholomew and Rawlins. Gave their reports the full report can be viewed here [DC Report Dec 21.pdf](#)
11. Cllr Pheasant gave an update of TFAG, and the NP progress Council resolved to approve the appointment of Mr Andrew Ashcroft as examiner of the Shiplake Neighbourhood plan on a motion proposed by Cllr D Pheasant and seconded by Cllr R Curtis
12. PLANNING To review the following applications submitted since last planning meeting 30th November 2021.
 - 1) P21/S4749/LDP Certificate of Lawful Development for Land at Thames Farm Reading Road Shiplake No comment required.
 - 2) P21/S5081/HH Bell House Station Road Lower Shiplake RG9 3JR RB 10/1/22 to be carried forward to Planning mtg
 - 1) P21/S4102/RM **Amendment:** No. 1 - dated 9th December 2021 **Land** East of Reading Road Lower Shiplake RB 23/12/22 Council to request a further extension to review documents
- PLANNING DECISIONS**
 - 1) P21/S3513/HH Rosehill, Woodlands Road, near Lower Shiplake PERMISSION GRANTED with four conditions
 - 2) P21/S3642/HH Strand Cottage, Mill, Lane Shiplake Shiplake PERMISSION GRANTED with four conditions.
13. Financial Matters.
 - 1.Council resolved to approve payments for December (APPENDIX 1) on a motion proposed by Cllr F Maroudas and seconded by Cllr C Penrose
 2. Council resolved to approve November Bank Statement (APPENDIX 2) on a motion proposed by Cllr F Maroudas and seconded by Cllr C Penrose
 - 3 Council resolved to approve November Bank reconciliation. (APPENDIX 3) on a motion proposed by Cllr F Maroudas and seconded by Cllr C Penrose

- 4) To set a date for working group to determine 2022-23 Budget and Precept date set at 4th January 2022
- 5) Council approved Clerk to apply for Funding grant from SODC and Tarmac for Memorial Hall playground refurbishment on a motion proposed by Cllr A Manning and seconded by Cllr R Head.
14. AONB suggestion from David Woodward (Dunsden PC) to organize a mtg to update parishes Cllr D Pheasant offered to follow up with Cllr Woodward. ACTION: Cllr D Pheasant
15. Footpaths. Plough Lane footpath project update. Cllr D Bartholomew has received response from OCC rejecting proposal response now received from Glanville expressing surprise at rejection as they had had regular conversations and no rejection was raised. Clerk to contact Glanville and try and get estimate for Council to decide next steps ACTION: Clerk
16. Memorial Hall. Cllr A Manning Review and sign Lease agreement between SPC and MH ref playground
17. Correspondence: Numerous emails based on a template reference Thames Farm
18. Items of interest or for future discussion The Chairman requested an agenda topic on climate emergency at next physical meeting of Council.

Suggested motion in view of revised Covid-19 restrictions

Possible wording for a resolution to delegate authority to the Clerk in conjunction with the Chair:

"In response to the continuing Covid-19 outbreak and in the event that it is not possible to convene a meeting of the council in a reasonable time, the Clerk shall have delegated authority after discussion with the Chair, to make decisions on behalf of the council where such decision cannot reasonably be deferred and must be made in order to comply with a commercial or statutory deadline. The delegation does not extend to matters expressly reserved to the Council in legislation or in its Standing Orders or Financial Regulations. Any decisions made under this delegation must be recorded in writing and must be published in accordance with the relevant regulations. This delegated authority ceases upon the first meeting of the council after the council meeting at which the delegation was put in place."

The motion could not be approved as it would require a full council in attendance at physical mtg to approve, to be brought forward to next meeting.

There being no other items of business the Chairman closed the meeting at 9.29pm

R.V. Hudson.
Clerk to the Council.
20th December 2021

APPENDIX 1

SHIPLAKE PARISH COUNCIL		STATEMENT OF ACCOUNTS		1	December	2021	
		Paid Out in	November	2021	Cheque nos	cashed v/n	
R V Hudson – salary October	62.21				BACS	£ 599.87	s 5 1963 Local Government (Financial provisions) Act
R V Hudson – expenses, office allowance October	63.21				BACS	£ 78.45	s112(2) 1972 Local Government Act
Inland Revenue – clerk's tax October	64.21				BACS	£ 149.97	s111 1972 Local Government Act
Zzoomm(INV 39332 payment date 011221	65.21				BACS	£ 29.00	s111 1972 Local Government Act
Robin Head (Grasscutting) inv 0047767	66.21				BACS	£ 52.00	s111 1972 Local Government Act
Henry Matthews (Grasscutting) inv S1-2	67.21				BACS	£ 173.70	s111 1972 Local Government Act
SODC dog bin servicing	68.21				BACS	£ 107.64	s111 1972 Local Government Act
JBA inv 2021/4441	69.21				BACS	£ 2,988.00	s111 1972 Local Government Act
Welmed Battery for defibrillator	70.21				BACS	£ 223.14	s111 1972 Local Government Act
TOTAL						4,401.77	
Transfer to Current Account from Deposit account							
Income since last meeting							
untaxed interest Business account							
untaxed interest N S & I account							
CIL payment						0.00	
Precept						0.00	
Total						0.00	
Statement Balances at	1st	December	2021				
Co-operative Bank Current account						30,610.30	
Co-operative Bank Deposit account						72,971.46	
National Savings High Interest account						24,516.12	
TOTAL						128,097.88	
Uncleared /Cancelled cheques at	1	December	2021				c
						0.00	
Revised Balance Bank Current Account	1	December	2021			30,610.30	
	Payments due to be made in	December	2021				approved under section
R V Hudson – salary November	71.21				BACS	£ 598.27	s 5 1963 Local Government (Financial provisions) Act
R V Hudson – expenses, office allowance November	72.21				BACS	£ 79.35	s112(2) 1972 Local Government Act
Inland Revenue – employer NIC underpayment	73.21				BACS	£ 151.57	s111 1972 Local Government Act
Inland Revenue – clerk's tax November	74.21				BACS	£ 295.89	s111 1972 Local Government Act
Zzoomm(INV payment date 010122	75.21				BACS	£ 29.00	s111 1972 Local Government Act
Robin Head (Grasscutting) inv 0047770	76.21				BACS	£ 78.00	s111 1972 Local Government Act
Henry Matthews (Grasscutting) inv S1-7	77.21				BACS	£ 42.00	s111 1972 Local Government Act
Royal British Legion (Poppy appeal)	78.21				BACS	£ 700.00	s111 1972 Local Government Act
Shiplake Memorial Hall inv 129	79.21				BACS	£ 8.46	s111 1972 Local Government Act
Shiplake Memorial Hall inv 156	80.21				BACS	£ 33.55	s111 1972 Local Government Act
Fenland Lesiure inv sin044078	81.21				BACS	£ 16.44	s111 1972 Local Government Act
Oxford IT solns Inv 20720	82.21				BACS	£ 57.00	s111 1972 Local Government Act
SLCC membership	83.21				BACS	£ 144.00	s111 1972 Local Government Act
TOTAL						2,233.53	
Anticipated Income							
						0.00	
Total						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	30th	December	2021				
Co-operative Bank Current account						28,376.77	
Co-operative Bank Deposit account						72,971.46	
National Savings account						24,516.12	
TOTAL						125,864.35	
R V Hudson							
Clerk to the Council.							
1	December	2021					

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 02/12/2021		
	Cash in Hand 01/04/2021		104,829.05
	ADD Receipts 01/04/2021 - 02/12/2021		60,905.61
	SUBTRACT Payments 01/04/2021 - 02/12/2021		165,734.66
			37,636.78
	Cash in Hand 02/12/2021 (per Cash Book)		128,097.88
B	Cash in hand per Bank Statements		
	Cash 02/12/2021	0.00	
	Cooperative Bank Current Account 02/12/2021	30,610.30	
	Cooperative Bank Business Select 02/12/2021	72,971.46	
	National Savings and Investments 02/12/2021	24,516.12	
			128,097.88
	Less unrepresented payments		
			128,097.88
	Plus unrepresented receipts		
	Adjusted Bank Balance		128,097.88
	A = B Checks out OK		