

SHIPLAKE PARISH COUNCIL

Minutes of the Meeting of SHIPLAKE PARISH COUNCIL **held at Shiplake Memorial Hall on** **Monday February 14th, 2022, at 7.45 PM.**

1. **Present** Cllr F Maroudas (Chairman), Cllr D Pheasant, Cllr J Stone Cllr R Curtis and Cllr C Penrose. **In attendance** Cllr D Bartholomew (OCC/DC), Cllr L Rawlins (DC).
Cllrs R Head, and A Manning sent their apologies
2. **Declarations of gifts & interests.** None declared
3. **Minutes.** Council resolved to approve the minutes of the meeting of Shiplake Parish Council held on Monday January 10th, 2022, on a motion proposed by Cllr R Curtis and seconded by Cllr D Pheasant.
4. **Playgrounds** Cllr Curtis reported on the condition of the two playgrounds. More tree work needed at Badgers Walk **ACTION: Clerk** and MH awaiting refurbishment. Update on exhibition to review new designs for MH playground. Date still to be fixed. Clerk emphasised that exhibition was for public communication and feedback no rating of the projects is advised.
5. **Police Matters** Cllr R Curtis reported 6 Police incidents 2 burglaries several antisocial and violence, sex offences. Full report can be viewed here [Crime Map](#)
6. **Matters arising** from previous meetings not covered in meeting. 1. Queen's Platinum Jubilee celebrations. Council confirmed that there is little appetite for formal Parish Council organised function, villagers are keen to make their own arrangements locally. 2. Council resolved to ratify all decisions taken in the meetings held online in December and January on a motion proposed by Cllr F Maroudas and seconded by Cllr D Pheasant.
7. **Open Forum:** No members of the public present so the chairman did not close the meeting.
8. **Oxfordshire County Councillor** D Bartholomew presented his report. Full report can be viewed [OCC Report Feb 22.pdf](#)
9. **Highway matters.** Cllr R Head not present ,there was no report
10. **South Oxfordshire District** Cllrs Bartholomew and Rawlins. Presented their reports. Full report can be viewed [DC Report Feb 22.pdf](#)
11. **NP and TFAG** Cllr D Pheasant gave a brief NP update and TFAG report
12. **Planning** To review the following applications submitted since last planning meeting 24th January 2022
 1. P21/S5382/FUL Wyevale Country Gardens Reading Road Harpsden RG9 4AE RB 15th February 2022 -responded January 2022
 2. P22/S0343/HH Springfield House Mill Road Lower Shiplake RG9 3LW RB 24th Feb RESPONSE with comments
 3. P21/S4281/FUL **Amendment:** No. 1 - dated 8th February 2022 **Cartref** Northfield Avenue Lower Shiplake RG9 3PB rb 25th February 2022 RESPONSE Objection
 4. P22/S0478/HH **Bathlyn** 3 The Chestnuts Lower Shiplake RG9 3JZ rb 5TH March could be c/f to planning mtg. RESPONSE No Objection
 5. P22/S0441/HH Northcroft Northfield Road Lower Shiplake RG9 3PA rb 5TH March could be c/f to planning mtg. RESPONSE with comments

Council resolved to approve recommendations on a motion proposed by Cllr C Penrose and seconded by Cllr F Maroudas

Planning Decisions

1. P21/S5077/HH Clovelly Northfield Avenue Lower Shiplake RG9 3PB PERMISSION GRANTED WITH 3 CONDITIONS
2. P21/S5081/HH Bell House Station Road Lower Shiplake RG9 3JR PERMISSION GRANTED WITH 3 CONDITIONS
3. P20/S2721/FUL Land at corner of Mill Road and Crowsley Road Lower Shiplake PERMISSION REFUSED

4. P21/S3776/FUL Kingsley House Crowsley Road Lower Shiplake PERMISSION GRANTED with 13 conditions
5. P21/S3433/HH Lock End House Mill Lane Lower Shiplake RG9 3ND PERMISSION GRANTED WITH 4 CONDITIONS
6. P21/S5192/HH 2 Badgers Walk Lower Shiplake RG9 3JQ PERMISSION GRANTED with 3 conditions
13. **Financial Matters.**
 1. Council resolved to approve payments for February (APPENDIX 1) on a motion proposed by Cllr R Curtis and seconded by Cllr C Penrose
 2. Council resolved to approve January Bank Statement (APPENDIX 2) on a motion proposed by Cllr R Curtis and seconded by Cllr C Penrose
 3. Council resolved to approve January Bank reconciliation. (APPENDIX 3) on a motion proposed by Cllr R Curtis and seconded by Cllr C Penrose
 4. To sign off terms and letter of engagement Internal Auditor on a motion proposed by Cllr R Curtis and seconded by Cllr D Pheasant
 5. Council resolved to approve fee proposal for Terra Firma response to examiners NP (£495) on a motion proposed by Cllr F Maroudas and seconded by Cllr C Penrose.
14. **AONB** Cllr D Pheasant reported Cllr D Woodward (Dunsden PC Chair) is trying to organise meeting of six local Parishes.
15. **Footpaths.** Plough Lane footpath project update. After much discussion and given the categorical refusal by OCC, Council resolved to no longer pursue this option. Council suggested an article on the website explaining the outcome. ACTION: Cllr D Pheasant
16. **Memorial Hall.** Cllr A Manning not present, there was no update
17. **Correspondence** Two reports from villager on the state of the Memorial Hall playground. Clerk to respond. ACTION: Clerk. Email from resident on the state of the trees in Badgers Walk playground (see item 4)
18. **Items of interest** or for future discussion.
 1. Motion to allow delegation of decision making in the event of a pandemic. Council resolved to defer this motion for the time being.

There being no other items of business the Chairman closed the meeting at 9.43pm

R.V. Hudson.

Clerk to the Council.

20th February 2022

APPENDIX 1

SHIPLAKE PARISH COUNCIL		STATEMENT OF ACCOUNTS		1	March	2022	
		Paid Out in	February	2021	Cheque nos	cash/vn	
R V Hudson – salary January		91.21			BACS	£ 598.27 s 5	1963 Local Government (Financial provisions) Act
R V Hudson – expenses, office allowance January		92.21			BACS	£ 134.39 s112(2)	1972 Local Government Act
Inland Revenue – clerk's tax January		93.21			BACS	£ 151.57 s111	1972 Local Government Act
Zzoomm(INV payment date 010322		94.21			BACS	£ 29.00 s111	1972 Local Government Act
CPRE (subscription)		95.21			BACS	£ 36.00 s111	1972 Local Government Act
SODC dog bin service (inv 10285403)		96.21			BACS	£ 107.64 s111	1972 Local Government Act
Shiplake Memorial Hall room hire inv 2022-12		97.21			BACS	£ 28.68 s111	1972 Local Government Act
Shiplake, Dunsden Sick Poor Fund donation		98.21			BACS	£ 250.00 s137	1972 Local Government Act
OALC course fee for R Hudson		99.21			BACS	£ 66.00 s111	1972 Local Government Act
OALC course fee for R Hudson		100.21			BACS	£ 66.00 s111	1972 Local Government Act
Tactical Facilities Invoice S1-30		101.21			BACS	£ 5.70 s111	1972 Local Government Act
Tactical Facilities Invoice S1-63		102.21			BACS	£ 408.00 s111	1972 Local Government Act
TOTAL						1,881.25	
<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							
CIL payment							
Precept							
Total						0.00	
Statement Balances at	1st March	2022					
Co-operative Bank Current account						25,648.93	
Co-operative Bank Deposit account						72,971.46	
National Savings High Interest account						24,518.57	
TOTAL						123,138.96	
<u>Uncleared /Cancelled cheques at</u>	1 March	2022					c
						0.00	
Revised Balance Bank Current Account	1 March	2022				25,648.93	
	Payments due to be made in	March			2022		approved under section
R V Hudson – salary February	103.21				cheque no /BACS	598.27 s 5	1963 Local Government (Financial provisions) Act
R V Hudson – expenses, office allowance February	104.21				BACS	128.94 s112(2)	1972 Local Government Act
Inland Revenue – clerk's tax February	105.21				BACS	151.57 s111	1972 Local Government Act
Zzoomm(INV payment date 010422	106.21				BACS	29.00 s111	1972 Local Government Act
Shiplake Memorial Hall room hire inv 2022-38	107.21				BACS	79.68 s111	1972 Local Government Act
OALC membership invoice	108.21				BACS	376.18 s111	1972 Local Government Act
Oxford IT solutions(inv 21143)	109.21				BACS	26.40 s111	1972 Local Government Act
Terra Firma (inv 1600/1085) NP	110.21				BACS	594.00 s111	1972 Local Government Act
Bluestone planning (inv 0604) NP	111.21				BACS	1,883.40 s111	1972 Local Government Act
Shiplake Memorial Hall room hire inv 2022-53	112.21				BACS	79.68 s111	1972 Local Government Act
Tactical Facilities Invoice S1-85	113.21				BACS	£ 5.70 s111	1972 Local Government Act
TOTAL						3,952.82	
<u>Anticipated Income</u>							
						0.00	
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	
Projected Financial Position as at		31st			March	2022	
Co-operative Bank Current account						21,696.11	
Co-operative Bank Deposit account						72,971.46	
National Savings account						24,518.57	
TOTAL						119,186.14	
R V Hudson							
Clerk to the Council.							
1 March	2022						

APPENDIX 2

The co-operative bank

co-operativebank.co.uk/business

phone 03457 213 213

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

M4954/J1079740000

29800

Community Directplus Account

Summary	Date	Description	Money out	Money in	Balance
Account title SHIPLAKE PARISH COUNCIL	31 DEC 21	OPENING BALANCE			29,779.94
Sort code 089016	4 JAN 22	DD ZOOMMPLC V6S3267	29.00		29,750.94
Account number 61005332 00	12 JAN 22	R HUDSON clerk expenses	78.00		
Statement date 1 February 2022	12 JAN 22	HMRC CUMBERNAULD Clerk Tax	151.57		
Statement number 351	12 JAN 22	OXFORD IT SOLUTION invoice 20860	189.72		
Page number 1 of 1	12 JAN 22	BLUESTONE PLANNING invoice 0518	394.20		
	12 JAN 22	R HUDSON clerk salary	598.27		
	12 JAN 22	Glanville inv 43990	760.00		27,559.18
	31 JAN 22	DD ZOOMMPLC V6S3267	29.00		27,530.18
		Statement closing balance			27,530.18

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.

Statement opening balance
29,779.94

Money out
2,249.76

Money in
0.00

Statement closing balance
27,530.18

International Bank
Account Number

GB89 CPBK 0690 1661 0053 32

Bank Identification Code
CPBK GB22

Deposits* into this account are eligible for the Financial Services Compensation Scheme (FSCS). More information can be found overleaf.

*For more information on eligible deposits please refer to www.FSCS.org.uk

As you may be aware, on 16 December 2021, the Bank of England announced an increase in the Bank of England base rate from 0.10% to 0.25%. As a result existing overdrafts that are currently linked to the Bank of England base rate will have increased in line with this change.

004954/P01/M04954/R4954/MZ/J1079740000

20/02/2022

APPENDIX 3

1 February 2022 (2021-2022)

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 01/02/2022		
	Cash in Hand 01/04/2021		104,829.05
	ADD Receipts 01/04/2021 - 01/02/2022		62,282.23
	SUBTRACT Payments 01/04/2021 - 01/02/2022		167,111.28 42,091.07
	Cash in Hand 01/02/2022 (per Cash Book)		125,020.21
B	Cash in hand per Bank Statements		
	Cash 31/01/2022	0.00	
	Cooperative Bank Current Account 31/01/2022	27,530.18	
	Cooperative Bank Business Select 31/01/2022	72,971.46	
	National Savings and Investments 31/01/2022	24,518.57	
			125,020.21
	Less unrepresented payments		
			125,020.21
	Plus unrepresented receipts		
	Adjusted Bank Balance		125,020.21
	A = B Checks out OK		

Created by [Signature] Scribe