

SHIPLAKE PARISH COUNCIL

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

1. **PRESENT** Cllr F Maroudas (Chairman). 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 was 1 member of the public present APLOGIES received from Cllr R Head
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 February 14th, 2022, on a motion proposed by Cllr D Pheasant and seconded by Cllr R Curtis.
4. **Playgrounds** Council resolved to approve the quotation received form HAGS to refurbish the MH playground on a motion proposed by Cllr F Maroudas and seconded by Cllr D Pheasant. The clerk to inform the Consultant and negotiate with the trustees to see if the new play area can be accommodated within the licence terms Clerk still awaiting quotes to reduce Silver Birch and trim conifer back to boundary line., despite reminders.
5. **Police** Cllr R Curtis gave his Police report. One incident has been reported. Full report can be viewed here [Crime Map](#)
6. Matters arising from previous meetings not covered in meeting. Phillimore House SOHA response Cllr D Pheasant. Council agreed to raise the matter again in the Summer once the incidence of the Covid Virus has subsided, Clerk to c/f to June Agenda
7. **Open Forum:** The member of the public was attending to listen to discussions around the playground.
8. **Oxfordshire County Councillor D Bartholomew** gave his report .Full report can be viewed [Here](#)
9. **Highway matters.** Cllr R Head not present there was no update
10. **South Oxfordshire District,** Cllrs Bartholomew and L rawlings gave their reports .Cllr L Rawlings Full report can be viewed [Here](#).
11. **To receive a NP update and TFAG report from Cllrs Maroudas, Penrose and Pheasant.**

Neighbourhood Plan

Shiplake Parish Council's responses to the Examiner's questions, SODC's and landowners' responses to the Reg 16 Consultation have been forwarded to the Examiner c/o SODC, including a summary of new housing numbers within SODC's current Local Plan period.

All relevant communications regarding the Shiplake Consultation and examination are available via the [SODC website link](#). An update on progress will be featured on Shiplake's website shortly. An update from the Examiner on timescales for next steps has been requested.

TFAG

Taylor Wimpey's response to the rejection of their Reserved Matters approval application is awaited.

12. **PLANNING** To review the following applications submitted since last planning meeting 28th February 2022
 1. [P21/S1389/O](#) Kingsley House referred to Planning committee 16th March Cllrs Penrose and Bartholomew to attend
 1. [P22/S0859/HH](#) 25 Brocks Way Lower Shiplake RG9 3JG Simmons-Lennock RB 2nd April
RESPONSE No Strong Views.

PLANNING DECISIONS

2.P21//SP22/S0176/LB Shiplake College PERMISSION GRANTED with 3 conditions
Council resolved to approve recommendations

13. FINANCIAL MATTERS.

1. Council resolved to approve payments for March (APPENDIX 1) on a motion proposed by Cllr C Penrose and seconded by Cllr R Curtis
2. Council resolved to approve to review and approve February Bank Statement on a motion proposed by Cllr C Penrose and seconded by Cllr R Curtis

3. Council resolved to approve to review and approve February Bank reconciliation. (APPENDIX 2) on a motion proposed by Cllr C Penrose and seconded by Cllr R Curtis
 4. Council resolved to approve General Risk Assessment 21-22 on a motion proposed by Cllr C Penrose and seconded by Cllr R Curtis
 5. Council resolved to approve Financial Risk Assessment 21-22 on a motion proposed by Cllr C Penrose and seconded by Cllr R Curtis
 6. Council resolved to approve Internal Auditors report 20-21 on a motion proposed by Cllr C Penrose and seconded by Cllr R Curtis
 7. Council resolved to approve recommendations in Internal Audit report 20-21 1) develop a reserves policy 2) war memorial title 3) post exercise of public rights on website as well as noticeboard and agree and minutes dates.4) review risk assessment in line with JPAG recommendations 2020. on a motion proposed by Cllr F Maroudas and seconded by Cllr J Stone
 8. Council resolved to approve effectiveness of Internal Audit 20-21 on a motion proposed by Cllr C Penrose and seconded by Cllr R Curtis.
 9. Council resolved to approve Statement of Internal control 20-21 on a motion proposed by Cllr C Penrose and seconded by Cllr R Curtis.
 10. Council resolved to approve the OALC recommendation Salary increase for the Clerk (Salary scale is currently SCP 23 which is currently £14.42 per hour the increase is to £14.67ph) on a motion proposed by Cllr C Penrose and seconded by Cllr F Maroudas.
14. AONB Cllr D Pheasant Gave a brief update on meetings with Cllr D Woodward.
 15. Footpaths. Plough Lane footpath project update. No further report
 16. Memorial Hall. Cllr A Manning 1. Cllr A Manning to double check need for safeguarding policy for Council when attending the Memorial Hall 2. Cllr A Manning gave a detailed update on some of the issues the trustees are negotiating with regard to the Nursery
 17. Correspondence
 18. Items of interest or for future discussion.

1. Council resolved to pass the following motion “This Council supports the petition launched by ADSO and LLG on 5 January with regard to remote and hybrid meetings. We agree to write to the Secretary of State for Levelling Up, Housing and Communities calling on the Government to change the law to allow councils the flexibility to hold such meetings when they deem appropriate within agreed rules and procedures. “Proposed by Cllr C Penrose and seconded by Cllr D Pheasant

There being no other items of business the Chairman closed the meeting at 9.44pm

Cllr R Curtis requested that a vote of thanks be recorded for the catering support offered to villagers during the Covid pandemic by Mr T Franks at Lashbrook House. and Cllr J stone requested a similar vote of thanks for Ms Lottie Pheasant for allowing access to the Memorial Hall. Council unanimously supported the request.

There being no meeting in April due to non-availability of the Clerk the next meeting will be the Annual Parish Council Meeting and is scheduled for Monday May 16th, 2022

R.V. Hudson.
Clerk to the Council.
21st March 2022

APPENDIX 1

SHIPLAKE PARISH COUNCIL		STATEMENT OF ACCOUNTS		1	March	2022
	Paid Out in	February	2021	Cheque nos	cash'd v/n	
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
Transfer to Current Account from Deposit account						
Income since last meeting						
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
Uncleared /Cancelled cheques at						
	1	March	2022			
						0.00
Revised Balance Bank Current Account		1	March	2022		25,648.93
Payments due to be made in						
		March	2022			
R V Hudson – salary February	103.21			2022		
R V Hudson – expenses, office allowance February	104.21			cheque no /BACS		
Inland Revenue – clerk's tax February	105.21			BACS	£ 598.27	s 5 1963 Local Government (Financial provisions) Act
Zzoomm(INV payment date 010422	106.21			BACS	£ 128.94	s112(2) 1972 Local Government Act
Shiplake Memorial Hall room hire inv 2022-38	107.21			BACS	£ 151.57	s111 1972 Local Government Act
OALC membership invoice	108.21			BACS	£ 29.00	s111 1972 Local Government Act
Oxford IT solutions (inv 21143)	109.21			BACS	£ 79.68	s111 1972 Local Government Act
Terra Firma (inv 1600/1085) NP	110.21			BACS	£ 376.18	s111 1972 Local Government Act
Bluestone planning (inv 0604) NP	111.21			BACS	£ 26.40	s111 1972 Local Government Act
Shiplake Memorial Hall room hire inv 2022-53	112.21			BACS	£ 594.00	s111 1972 Local Government Act
Tactical Facilities Invoice S1-85	101.21			BACS	£ 1,883.40	s111 1972 Local Government Act
TOTAL				BACS	£ 79.68	s111 1972 Local Government Act
				£	£ 5.70	s111 1972 Local Government Act
						3,952.82
Anticipated Income						
						0.00
Total						0.00
Transfer to Deposit Account from current account						
Transfer to Current Account from Deposit account						
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

4 March 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 04/03/2022		
	Cash in Hand 01/04/2021		104,829.05
	ADD Receipts 01/04/2021 - 04/03/2022		62,282.23
	SUBTRACT Payments 01/04/2021 - 04/03/2022		167,111.28 43,972.32
	Cash in Hand 04/03/2022 (per Cash Book)		123,138.96
B	Cash in hand per Bank Statements		
	Cash 04/03/2022	0.00	
	Cooperative Bank Current Account 04/03/2022	25,648.93	
	Cooperative Bank Business Select 04/03/2022	72,971.46	
	National Savings and Investments 04/03/2022	24,518.57	
			123,138.96
	Less unrepresented payments		
			123,138.96
	Plus unrepresented receipts		
	Adjusted Bank Balance		123,138.96
	A = B Checks out OK		

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