

SHIPLAKE PARISH COUNCIL.

Minutes of the Parish Council Meeting of Shiplake Parish Council
which took place on Monday 14th November 2022
at Shiplake Memorial Hall at 7.45 p.m.

1. **Present** Cllr C Penrose (Chairman). Cllr R Head, Cllr R Curtis, Cllr A Manning, Cllr J Stone In ATTENDANCE: Cllr D Bartholomew (OCC), Cllr L Rawlins (DC), APOLOGIES received from Cllrs D Pheasant, and F Maroudas, there were five members of the public present
2. **Declarations of Interest.** None declared
3. **Minutes** Council resolved to approve the Minutes of the meeting held on Monday, October 10th, 2022, on a motion proposed by Cllr R Curtis and seconded by Cllr R Head
4. **Open Forum:** Chairman closed the meeting at 7.48pm to allow members of the public to address the Council on items on the agenda .5 Residents of the Beeches expressed their deep frustration at some of the issues facing them at the development .They were looking for guidance and support in their efforts to rectify a number of potentially costly issues remaining on the development .The Chairman gave the residents a promise of support from the PC where feasible and recommended possible courses of action. The Chairman then resumed the meeting at 8.08pm
5. **Playgrounds** Cllr Curtis reported that the new playground is receiving good use and excellent feedback. Badgers Walk requires some minor attention. The Clerk reported that Council had received the Generous grant from Tarmac and a plaque recognising their contribution had arrived.
6. **Police Matters** Cllr Curtis reported there was one incident in Church Lane full report can be viewed here [Crime Map](#)
7. **O.C.C.** Cllr D Bartholomew gave his report full report can be viewed [HERE](#)
8. **Highway Matters** Following meeting and subsequent report from Mr J Beale (OCC Highways) Council resolved to implement the following three actions 1) proceed with quote for replacement of wig wag sign to VAS in Shiplake Row at a cost of £5210+VAT 2) carry out speed surveys in Memorial Avenue, and 3) carry out two speed surveys in Plough Lane on a motion proposed by Cllr R Head and seconded by Cllr C Penrose
Clerk requested to submit reports to Fix my Street on 1) the sign at Junction Plough Lane and Memorial Avenue the wrong way round, 2) overgrown vegetation outside Primary School restricting width of footway.
9. **S.O.D.C.** Cllrs Bartholomew and Rawlins gave their reports full reports can be viewed [HERE](#)
10. **Planning:** Council resolved to approve minutes of Planning Committee meeting held on October 24th on a motion proposed by Cllr C Penrose and seconded by Cllr R Curtis
 - 1) [P22/S2790/FUL](#) Amendment Kingsley House Crowsley Road Lower Shiplake RG9 3LU RB 15/11/22 RESPONSE no additional comments to those already submitted
 - 2) [P22/S4053/HH](#) Ridgemont Northfield Road Lower Shiplake Henley-on-Thames RG9 3PA RB 1/12/22 RESPONSE No material objection
 - 3) [P22/S4073/S73](#) Variation Lock End House Mill Lane Shiplake Henley-on-Thames RG9 3ND RB 2/12/22 RESPONSE No material objection Council resolved to approve the recommendations on a motion proposed by Cllr C Penrose and seconded by Cllr R Curtis**Planning Decisions**
P22/S3332/HH Easby Orchard Plough Lane Shiplake Cross RG9 4DD **Permission Granted with 3 conditions**
P22/S2270/HH Goodwood Reading Road Lower Shiplake RG9 3JN **Permission Granted with 6 conditions**
P22/S3372/S73 19 Crowsley Road Shiplake Henley-on-Thames RG9 3JU **Permission Granted with 5 conditions**
11. **Financial Matters.**
 1. Council resolved to approve payments for November. (APPENDIX 1) on a motion proposed by Cllr C Penrose and seconded by Cllr R Curtis
 2. Council resolved to approve October Bank reconciliation (APPENDIX 2) on a motion proposed by Cllr C Penrose and seconded by Cllr R Curtis

3. Update on CIL monies, circulated (APPENDIX 3)
4. To approve a contractor for supply and installation for four new bus shelters to replace current shelters. Review circulated .c/f to December meeting
5. Clerk Salary Review NALC review and proposal circulated (SCP23 Current rate £14.67/hr proposed £15.67/hr) Council resolved to accept NALC recommendations on a motion proposed by Cllr C Penrose and seconded by Cllr R Curtis
6. The council resolved to approve a grant of £3k to the Church for ongoing repair of ancient wall. On a motion proposed by Cllr R Head and seconded by Cllr C Penrose
7. Council resolved to approve a donation of £500 to Royal British Legion on a motion proposed by Cllr C Penrose and seconded by Cllr A Manning
8. To set a finance group mtg to discuss budgets /precept for 2023-24 Council agreed to utilise date of next planning meeting (November 28th, 2022)
12. Footpaths Nothing to report
13. AONB update on recent Parish meeting Cllrs R Head nothing further to report
14. Memorial Hall. Cllr A Manning nothing to report
15. Correspondence. Playground Residents correspondence 1) safety concern and 2) compliments
16. Items of Interest or for future discussion. Cllr Stone requested reviewing Emergency Plan and Cllr Manning requested reviewing needs within the village
17. There being no other items of business the Chairman closed the meeting at 9.57pm

R.V. Hudson.
Clerk to the Council.
18th November 2022

APPENDIX 1

SHIPLAKE PARISH COUNCIL		STATEMENT OF ACCOUNTS			1	November	2022	
		<u>Paid Out in</u>	<u>October</u>	<u>2022</u>	<u>Cheque nos.</u>			
R V Hudson – salary September		58.22	10-Oct	12.1	BACS	609.71	s 5	1963 Local Government (Financial provisions) Act
R V Hudson – expenses, office allowance. September		59.22	10-Oct	12.1	BACS	73.95	s112(2)	1972 Local Government Act
Inland Revenue – clerk's tax September		60.22	10-Oct	12.1	BACS	153.13	s111	1972 Local Government Act
Zoomm(INV 90529 payment date 011122		61.22	10-Oct	12.1	BACS	29.00	s111	1972 Local Government Act
Robin Head (inv 0047793)		62.22	10-Oct	12.1	BACS	28.00	s111	1972 Local Government Act
Shiplake memorial Hall room hire (inv 2022-170)		63.22	10-Oct	12.1	BACS	79.69	s111	1972 Local Government Act
Tactical Facilities (INV St-315) grass cutting and graffiti removal		64.22	10-Oct	12.1	BACS	72.00	s111	1972 Local Government Act
Moore Auditors Invoice		65.22	10-Oct	12.1	BACS	360.00	s111	1972 Local Government Act
Council Insurance Premium		66.22	10-Oct	12.1	BACS	2104.29	s111	1972 Local Government Act
TOTAL						3,509.77		
<u>Transfer to Current Account from Deposit account</u>								
<u>Income since last meeting</u>								
Cil Payment (October)						18965.08		
deposit account bank interest (5/10)						83.48		
Total						19,048.56		
<u>Statement Balances at</u>		<u>1st</u>	<u>November</u>	<u>2022</u>				
Co-operative Bank Current account						74,643.53		
Co-operative Bank Deposit account						73,067.25		
National Savings High Interest account						24,518.57		
TOTAL						172,229.35		
<u>Uncleared /Cancelled cheques at</u>		<u>1</u>	<u>November</u>	<u>2022</u>				c
						0.00		
<u>Revised Balance Bank Current Account</u>		<u>1</u>	<u>November</u>	<u>2022</u>		74,643.53		
<u>Payments due to be made in</u>		<u>mtg date</u>	<u>Minute ref</u>	<u>2022</u>	<u>Payment</u>			<u>approved under section</u>
R V Hudson – salary December		67.22	14-Nov	11.1	BACS	609.71	s 5	1963 Local Government (Financial provisions) Act
R V Hudson – expenses, office allowance. December		68.22	14-Nov	11.1	BACS	110.25	s112(2)	1972 Local Government Act
Inland Revenue – clerk's tax December		69.22	14-Nov	11.1	BACS	153.13	s111	1972 Local Government Act
Zoomm(INV payment date 011222		70.22	14-Nov	11.1	BACS	29.00	s111	1972 Local Government Act
Robin Head (inv 0047796)		71.22	14-Nov	11.1	BACS	56.00	s111	1972 Local Government Act
Shiplake memorial Hall room hire (inv 2022-170)		72.22	14-Nov	11.1	BACS	79.69	s111	1972 Local Government Act
Tactical Facilities (INV St-315) grass cutting and graffiti removal sen		73.22	14-Nov	11.1	BACS	72.00	s111	1972 Local Government Act
HAGS Playground (inv 289759 A)		74.22	14-Nov	11.1	BACS	89739.00	s111	1972 Local Government Act
SODC (dog bin servicing inv 10309586)		75.22	14-Nov	11.1	BACS	226.04	s111	1972 Local Government Act
Playsafety (RoSPA report) INV 67439		76.22	14-Nov	11.1	BACS	302.40	s111	1972 Local Government Act
TOTAL						91,377.22		
<u>Anticipated Income</u>								
Grant DET (Tarmac)						50000.00		
Total						50,000.00		
<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</u>		<u>30th November</u>			<u>2022</u>			
Co-operative Bank Current account						33,266.31		
Co-operative Bank Deposit account						73,067.25		
National Savings account						24,518.57		
TOTAL						130,852.13		
R V Hudson								
Clerk to the Council.								
	<u>1</u>	<u>November</u>	<u>2022</u>					

APPENDIX 2

1 November 2022 (2022-2023)

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 01/11/2022		
	Cash in Hand 01/04/2022		120,016.14
	ADD Receipts 01/04/2022 - 01/11/2022		75,658.78
	SUBTRACT Payments 01/04/2022 - 01/11/2022		195,674.92
			23,445.57
	Cash in Hand 01/11/2022 (per Cash Book)		172,229.35
B	Cash in hand per Bank Statements		
	Cash 01/11/2022	0.00	
	Cooperative Bank Current Account 01/11/2022	74,643.53	
	Cooperative Bank Business Select 01/11/2022	73,067.25	
	National Savings and Investments 01/11/2022	24,518.57	
			172,229.35
	Less unrepresented payments		
			172,229.35
	Plus unrepresented receipts		
	Adjusted Bank Balance		172,229.35
	A = B Checks out OK		

APPENDIX 3

Details of CIL records received relating to developments in Shiplake																		
Status Colours																		
Payment not yet received and/or transferred to parish																		
Payment received and transferred																		
	Application Number	Location	Payment Terms	Total demand	Monies received	Due Date	Parish CIL proportion	Paid Date	Transferred to parish	Balance	Expenditure	Purpose	Date	Balance				
	'53709/FUL	Land to rear of The Gables Station Road Lower Shiplake RG9 3JR	Full Amount	29250.00	£29,250.00	14/06/2019	£4,387.50	15/05/2019	23/10/2019	£0.00				£4,387.50				
	'52593/FUL	Sydney Harrison House Mill Road Lower Shiplake RG9 3NE	Instalment 1	30732.00	£6,146.40	12/01/2018	£921.96	27/12/2017	24/10/2018	£0.00	922.0	Footpath Plough lane	14/12/2020	£4,387.50				
			Instalment 2		£12,292.80	12/05/2018	£1,843.92	02/05/2018	24/10/2018	£0.00	1843.9			£4,387.50				
			Instalment 3		£12,292.80	13/11/2018	£1,843.92	06/11/2018	24/04/2019	£0.00				£6,231.42				
	'54222/FUL	Brookfield, Mill Road Shiplake HENLEY-ON-THAMES RG2 3JH	Full Amount		£5,428.80	27/05/2022		27/05/2022	15/10/2022	£0.00				£11,660.22				
	'52130/FUL	Land off Mill Road Lower Shiplake	Instalment 1	145080.00	£29,016.00	30/04/2018	£4,352.40	23/04/2018	24/10/2018	£0.00	4352.4			£11,660.22				
			Instalment 2		£58,032.00	28/08/2018	£8,704.80	30/08/2018	24/10/2018	£0.00	5653.4			£14,711.64				
			Instalment 3		£58,032.00	01/03/2019	£8,704.80	15/03/2019	24/04/2019	£0.00	5536.1	TPC grant to Tarmac for playground	May-22	£17,880.34				
	'53024/FUL	Christmas Cottage Crowsley Road Lower Shiplake RG9 3JT	Instalment 1	42681.82	£8,536.36	13/10/2018	£1,280.45	18/10/2018	24/04/2019	£0.00				£19,160.79				
			Instalment 2		£17,072.73	10/02/2019	£2,560.91	14/02/2019	24/04/2019	£0.00				£21,721.70				
			Instalment 3		£17,072.73	14/08/2019	£2,560.91	04/09/2019	23/10/2019	£0.00				£24,282.61				
	'52479/FUL	Lashbrook Chapel Mill Road Lower Shiplake RG9 3LW	Full Amount	6084.00	£6,084.00	03/04/2018	£912.60	19/03/2018	24/10/2018	£0.00				£25,195.21				
	'51948/FUL	Land to rear of The Gables Station Road Lower Shiplake RG9 3JR	Full Amount	22620.00	£22,620.00	14/06/2019	£3,393.00	15/05/2019	23/10/2019	£0.00				£28,588.21				
	'54067/FUL	Collingwood Baskerville Lane Lower Shiplake RG9 3JY	Full Amount	312.00	£312.00	22/02/2018	£46.80	28/02/2018	24/10/2018	£0.00	0.0			£28,635.01				
	'50483/FUL	Old Court Cottage Baskerville Lane Lower Shiplake RG9 3JY	Instalment 1	68803.09	£13,760.61	02/11/2018	£2,064.09	05/11/2018	24/04/2019	£0.00	0.0			£30,699.10				
			Instalment 2		£27,521.24	02/03/2019	£4,128.19	06/03/2019	24/04/2019	£0.00	0.0			£34,827.29				
			Instalment 3		£27,521.24	03/09/2019	£4,128.19	04/09/2019	23/10/2019	£0.00	34939.0	Balance of MH playground after Tarmac grant	Nov-22	£4,016.48				
	'50932/FUL	Siaplak House Station Road Lower Shiplake RG9 3NY	Full Amount		£0.00	07/12/2018								£9,778.53				
	'53052/FUL	Christmas Cottage Crowsley Road Lower Shiplake RG9 3JT	Full Amount	12141.82	£12,141.82	14/10/2018	£1,821.27	06/03/2019	24/04/2019	£0.00				£11,599.80				
	'53354/FUL	Land adjacent to Kingsley House Crowsley Road Lower Shiplake RG9 3LU	Full Amount		£0.00	15/05/2020	£0.00			£0.00								
	'50722/FUL	Fairwinds New Road Lower Shiplake Oxfordshire RG9 3JH	Full Amount				£5,762.05	13/04/2022	15/10/2022	£0.00				£17,361.85				
	'50693/FUL	Dulverton Reading Road Lower Shiplake RG9 3JN	Instalment 1	82217.45	£16,443.49	30/01/2020	£2,466.52	19/12/2019	22/04/2020	£0.00				£19,828.87				
			Instalment 2		£33,886.98	09/05/2020	£4,933.05	19/12/2019	22/04/2020	£0.00				£24,763.42				
			Instalment 3		£32,886.98	11/11/2020	£4,933.05	19/12/2019	22/04/2020	£0.00				£29,694.47				
	'52953/FUL	2 Orchard Close Shiplake Cross RG9 4BU	Full Amount		£0.00	25/09/2020	£0.00			£0.00				£29,694.47				
	'51990/RM	Mount Ida Reading Road Lower Shiplake RG9 3PH	Instalment 1	194,570.18	£38,914.04	22/12/2020	£5,837.11	18/01/2021	30/04/2021	£0.00				£35,531.58				
			Instalment 2		£77,828.07	23/10/2021	£11,674.21	09/12/2021	30/04/2022	£0.00				£47,205.79				
			Instalment 3		£77,828.07	23/10/2022	£11,674.21			£11,674.21				£0.00				
	'52709/FUL	Orchard House Crowsley Road Lower Shiplake RG9 3LU	Full Amount		£0.00	08/12/2020	£0.00			£0.00				£0.00				
	'53091/NM	Mount Ida Reading Road Lower Shiplake RG9 3PH	Instalment 1	45227.45	£9,045.49	03/10/2021	£1,356.82	07/10/2021	30/04/2022	£0.00				£48,562.61				
	'53091/NM		Instalment 2			13/01/2022	£2,713.65	Feb-22	30/04/2022	£0.00				£51,276.26				
			Instalment 3			04/08/2022	£2,713.65			£2,713.65				£0.00				
														£0.00				
	due 15th October 2021													£0.00				
	'53026/FUL	Sailhouse Mill Road Lower Shiplake RG9 3LW	Full Amount	26780.73	£26,780.73	30/07/2021	4017.11	17/05/2021	25/10/2021	£0.00				£55,293.37				
	'51939/FUL	Vale Cottage Northfield Avenue LS RG9 3PB	Full Amount	54811.64	£48,111.64	11/06/2021	8221.75	30/06/2021	25/10/2021	£0.00				£63,515.12				
	'50478/FUL	Sailhouse Mill Road Lower Shiplake RG9 3LW	Full Amount	3269.45	£3,269.45	30/07/2021	490.42	01/05/2021	25/10/2021	£0.00				£64,005.54				
	'50859/FUL	Land Adj Tower House Reading Road LS RG9 3JN	Instalment 1	131023.64	£453,048.08	08/08/2021	217.96	13/08/2021	25/10/2021	£0.00				£64,223.50				
			Instalment 2							£0.00				£68,110.62				projected to come
	P21/50859/FUL				£25914.11	08/08/2021	3887.12	13/08/2021	25/10/2021									
	P21/50859/FUL		Instalment 3			06/12/2021	£7,774.23	29/11/2021	30/04/2022	£0.00				£75,884.85				
			Instalment 4			09/06/2022	£7,774.23	30/05/2022	15/10/2022	£0.00	40000.0	Bus Shelters		£43,659.08				£14,387.86