

# **SHIPLAKE PARISH COUNCIL.**

Minutes of the Meeting of Shiplake Parish Council  
which took place on Monday 13<sup>th</sup> February 2023  
at Shiplake Memorial Hall at **7.00 p.m.**

1. **Present:** Cllr C Penrose (Chairman). Cllr R Head, Cllr R Curtis, Cllrs D Pheasant, and F Maroudas, DUE to ATTEND: Cllr D Bartholomew (OCC), Cllr L Rawlins (DC), but meeting finished before their arrival APOLOGIES received from Cllr A Manning and Cllr J Stone.  
There was one member of the public present.
2. **Declarations of Interest** None declared.
3. **Minutes** After amending one typo in item 13 line 2 £!518 should read £1518. Council resolved to approve the minutes of the meeting held on Monday, January 9<sup>th</sup> 2023, on a motion proposed by Cllr R Curtis and seconded by Cllr F Maroudas
4. **Open Forum:** The member attending was considering joining the Council so was present in an observance capacity No other members of the public were present
5. **Playgrounds** Cllr Curtis reported all playgrounds are in satisfactory condition.
6. **Police Matters** Cllr R Curtis reported 3 incidents full report can be viewed here [Crime Map](#)
7. **O.C.C.** Cllr D Bartholomew was not present due to Council finishing early .He submitted his report on line, full report can be viewed [HERE](#)
8. **Highway Matters.** 1)Cllr R Head requested action on removing vegetation on the verge of the footpath in Plough Lane near the Primary School. and questioning the location of the speed survey road sensors in Memorial Avenue ACTION: Clerk  
2)Cllr D Pheasant has agreed to talk to Toast Lane residents to gauge their reaction to possible installation of low level sensor driven lighting for night time pedestrians safety .ACTION Cllr D Pheasant
9. **S.O.D.C.** Cllrs Bartholomew and Rawlins were unable to attend due to early finish of Council meeting. They submitted their reports on line .Full report for Cllr Rawlins can be viewed [HERE](#)
10. **Planning:** Council reviewed the new applications received since Planning Meeting January 23<sup>rd</sup> 2023
  - 1) [P22/S4402/HH](#) Mykonos House Bolney Road Mr Thackwray RB 17<sup>th</sup> Feb 2023  
Decisions Council response No Material Objections
  - 1) [P22/S4414/HH](#) Allways The Crescent .PERMISSION GRANTED 4 conditions
11. **Financial Matters.**
  1. Council resolved to approve the payments for February (APPENDIX 1) on a motion proposed by Cllr C Penrose and seconded by Cllr R Curtis
  2. Council resolved to approve the January Bank Statement on a motion proposed by Cllr C Penrose and seconded by Cllr R Curtis
  3. Council resolved to approve the January Bank reconciliation. (APPENDIX 2) on a motion proposed by Cllr C Penrose and seconded by Cllr R Curtis
  4. Council resolved to approve deposit payment of £5000+vat for material for two bus shelters supplied by Berkshire Oak Barns when it has been confirmed with SODC that Permitted Development applications will be approved ACTION : Clerk . on a motion proposed by Cllr C Penrose and seconded by Cllr R Curtis
12. **Footpaths** Clerk reported that he had contacted OCC for update on repair to footpath by Orchard Close which BT are contracted to repair OCC have contacted BT Openreach for status further follow up by Clerk requested .ACTION : Clerk
13. **AONB** Nothing further to report progress through JPAG continues
14. **Memorial Hall.** Cllr Manning was not present but had emailed to say refurbishment continues well, nothing else to report.
15. **Correspondence.** Thames Farm activity Cllr D Pheasant reported that it does seem to be bore hole drilling and installation of large manhole covers indicating a new application will be forthcoming.

16 **Items of Interest**

- 1) Communication Strategy next steps. Council reviewed Zoom meeting with Breakthrough and suggested contacting them following a Communications Group meeting.
  - 2) Clerk explained Elections May 2023 process and stated that he would circulate Nomination Forms in coming week and if they were completed and brought to March PC meeting he would organise taking them to SODC before April 4<sup>th</sup> , Clerk was requested to circulate to three prospective candidates and liaise with Cllr Pheasant for article on website
- There being no other items of business the Chairman closed the meeting at 8.05pm

R.V. Hudson.  
Clerk to the Council.  
20<sup>th</sup> February 2023

| <b><u>SHIPLAKE PARISH COUNCIL</u></b>                            |                                          |                        | <b><u>STATEMENT OF ACCOUNTS</u></b> |                    |         | <b>1</b>    | <b>February</b> | <b>2023</b>                                      |  |
|------------------------------------------------------------------|------------------------------------------|------------------------|-------------------------------------|--------------------|---------|-------------|-----------------|--------------------------------------------------|--|
|                                                                  | Paid Out in                              | January                | 2023                                | Cheque nos.        | -       |             |                 |                                                  |  |
| R V Hudson – salary December                                     | 89.22                                    | 09-Jan                 | 11.1                                | BACS               | x       | 643.47      | s 5             | 1963 Local Government (Financial provisions) Act |  |
| R V Hudson – expenses, office allowance.December                 | 90.22                                    | 09-Jan                 | 11.1                                | BACS               | x       | 140.75      | s112(2)         | 1972 Local Government Act                        |  |
| Inland Revenue – clerk's tax December                            | 91.22                                    | 09-Jan                 | 11.1                                | BACS               | x       | 171.37      | s111            | 1972 Local Government Act                        |  |
| Zzoomm( INV payment date 010223                                  | 92.22                                    | 09-Jan                 | 11.1                                | BACS               | x       | 29.00       | s111            | 1972 Local Government Act                        |  |
| Shiplake memorial Hall room hire (inv 2022- )                    | 93.22                                    | 09-Jan                 | 11.1                                | BACS               | x       | 38.23       | s111            | 1972 Local Government Act                        |  |
| Tactical Facilities (INV SI-399)grass cutting and grffit removal | 94.22                                    | 09-Jan                 | 11.1                                | BACS               | x       | 5.70        | s111            | 1972 Local Government Act                        |  |
| Tactical Facilities (INV SI-392)grass cutting and grffit removal | 95.22                                    | 09-Jan                 | 11.1                                | BACS               | x       | 42.00       | s111            | 1972 Local Government Act                        |  |
|                                                                  |                                          |                        |                                     |                    |         |             |                 |                                                  |  |
|                                                                  |                                          |                        |                                     |                    |         |             |                 |                                                  |  |
| TOTAL                                                            |                                          |                        |                                     |                    |         | 1,070.52    |                 |                                                  |  |
| <b><u>Transfer to Current Account from Deposit account</u></b>   |                                          |                        |                                     |                    |         |             |                 |                                                  |  |
|                                                                  |                                          |                        |                                     |                    |         |             |                 |                                                  |  |
| <b><u>Income since last meeting</u></b>                          |                                          |                        |                                     |                    |         |             |                 |                                                  |  |
| National Savings Interest (Jan 2023)                             |                                          |                        |                                     |                    |         | 22.82       |                 |                                                  |  |
| Total                                                            |                                          |                        |                                     |                    |         | 22.82       |                 |                                                  |  |
| <b><u>Statement Balances at</u></b>                              | <b>1st</b>                               | <b>February</b>        | <b>2023</b>                         |                    |         |             |                 |                                                  |  |
| Co-operative Bank Current account                                |                                          |                        |                                     |                    |         | 31,296.00   |                 |                                                  |  |
| Co-operative Bank Deposit account                                |                                          |                        |                                     |                    |         | 73,067.25   |                 |                                                  |  |
| National Savings High Interest account                           |                                          |                        |                                     |                    |         | 24,541.39   |                 |                                                  |  |
| <b><u>TOTAL</u></b>                                              |                                          |                        |                                     |                    |         | 128,904.64  |                 |                                                  |  |
|                                                                  |                                          |                        |                                     |                    |         |             |                 |                                                  |  |
| <b><u>Uncleared /Cancelled cheques at</u></b>                    | <b>1</b>                                 | <b>February</b>        | <b>2023</b>                         |                    |         |             |                 | c                                                |  |
|                                                                  |                                          |                        |                                     |                    |         | 0.00        |                 |                                                  |  |
| <b><u>Revised Balance Bank Current Account</u></b>               |                                          |                        |                                     |                    |         | 31,296.00   |                 |                                                  |  |
|                                                                  |                                          |                        |                                     |                    |         |             |                 |                                                  |  |
|                                                                  | <b><u>Payments due to be made in</u></b> | <b><u>mtg date</u></b> | <b><u>Minute ref</u></b>            | <b><u>2023</u></b> |         |             |                 | <b><u>approved under section</u></b>             |  |
| R V Hudson – salary January                                      | 96.22                                    | 13-Feb                 | 11.1                                | BACS               | 643.47  | s 5         |                 | 1963 Local Government (Financial provisions) Act |  |
| R V Hudson – expenses, office allowance.January                  | 97.22                                    | 13-Feb                 | 11.1                                | BACS               | 133.35  | s112(2)     |                 | 1972 Local Government Act                        |  |
| Inland Revenue – clerk's tax January                             | 98.22                                    | 13-Feb                 | 11.1                                | BACS               | 171.37  | s111        |                 | 1972 Local Government Act                        |  |
| Zzoomm( INV payment date 010223                                  | 99.22                                    | 13-Feb                 | 11.1                                | BACS               | 29.00   | s111        |                 | 1972 Local Government Act                        |  |
| Shiplake memorial Hall room hire (inv 2022- )                    | 100.22                                   | 13-Feb                 | 11.1                                | BACS               | 38.23   | s111        |                 | 1972 Local Government Act                        |  |
| Cribe invoice 3704 subscription                                  | 101.22                                   | 13-Feb                 | 11.1                                | BACS               | 414.72  | s111        |                 | 1972 Local Government Act                        |  |
| Berkshire Oak Barns (inv 3704)                                   | 102.22                                   | 13-Feb                 | 11.1                                | BACS               | 6000.00 | s111        |                 | 1972 Local Government Act                        |  |
| TOTAL                                                            |                                          |                        |                                     |                    |         | 7,430.14    |                 |                                                  |  |
|                                                                  |                                          |                        |                                     |                    |         |             |                 |                                                  |  |
| <b><u>Anticipated Income</u></b>                                 |                                          |                        |                                     |                    |         |             |                 |                                                  |  |
|                                                                  |                                          |                        |                                     |                    |         |             |                 |                                                  |  |
| Total                                                            |                                          |                        |                                     |                    |         | 0.00        |                 |                                                  |  |
| <b><u>Transfer to Deposit Account from current account</u></b>   |                                          |                        |                                     |                    |         |             |                 |                                                  |  |
| <b><u>Transfer to Current Account from Deposit account</u></b>   |                                          |                        |                                     |                    |         |             |                 |                                                  |  |
| <b><u>Projected Financial Position as at 28th February</u></b>   |                                          |                        |                                     |                    |         | <b>2023</b> |                 |                                                  |  |
| Co-operative Bank Current account                                |                                          |                        |                                     |                    |         | 23,865.86   |                 |                                                  |  |
| Co-operative Bank Deposit account                                |                                          |                        |                                     |                    |         | 73,067.25   |                 |                                                  |  |
| National Savings account                                         |                                          |                        |                                     |                    |         | 24,541.39   |                 |                                                  |  |
| TOTAL                                                            |                                          |                        |                                     |                    |         | 121,474.50  |                 |                                                  |  |
| R V Hudson                                                       |                                          |                        |                                     |                    |         |             |                 |                                                  |  |
| Clerk to the Council.                                            |                                          |                        |                                     |                    |         |             |                 |                                                  |  |
|                                                                  |                                          |                        |                                     |                    |         |             |                 |                                                  |  |
| <b>1</b>                                                         | <b>February</b>                          | <b>2023</b>            |                                     |                    |         |             |                 |                                                  |  |

## APPENDIX 2

4 February 2023 (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)*

|          |                                                     |           |                          |
|----------|-----------------------------------------------------|-----------|--------------------------|
| <b>A</b> | <b>Bank Reconciliation at 02/02/2023</b>            |           |                          |
|          | Cash in Hand 01/04/2022                             |           | 120,016.14               |
|          | <b>ADD</b><br>Receipts 01/04/2022 - 02/02/2023      |           | 130,496.73               |
|          | <b>SUBTRACT</b><br>Payments 01/04/2022 - 02/02/2023 |           | 250,512.87<br>121,608.23 |
|          | Cash in Hand 02/02/2023<br>(per Cash Book)          |           | <b>128,904.64</b>        |
| <b>B</b> | Cash in hand per Bank Statements                    |           |                          |
|          | Cash 02/02/2023                                     | 0.00      |                          |
|          | Cooperative Bank Current Account 02/02/2023         | 31,296.00 |                          |
|          | Cooperative Bank Business Select 02/02/2023         | 73,067.25 |                          |
|          | National Savings and Investments 02/02/2023         | 24,541.39 |                          |
|          |                                                     |           | <b>128,904.64</b>        |
|          | Less unrepresented payments                         |           |                          |
|          |                                                     |           | 128,904.64               |
|          | Plus unrepresented receipts                         |           |                          |
|          |                                                     |           | 128,904.64               |
| <b>B</b> | <b>Adjusted Bank Balance</b>                        |           | <b>128,904.64</b>        |
|          | <b>A = B Checks out OK</b>                          |           |                          |