

SHIPLAKE PARISH COUNCIL.

Minutes of the Meeting of Shiplake Parish Council
which took place on Monday 13th November 2023
at Shiplake Memorial Hall at 7.00 p.m.

- 1 **Present:** Cllr C Penrose (Chairman). Cllr R Head, Cllr R Curtis, Cllr D Pheasant, , Cllr G Butler, Cllr D Miller APOLOGIES Cllrs F Galton-Fenzi, A Manning, J Stone ,D Bartholomew (OCC) and Cllr M Giles sent their apologies IN ATTENDANCE Cllr L Rawlins There were no members of the public present.
- 2 **Declarations of Interest** None declared.
- 3 **O.C.C.** Cllr D Bartholomew was not present .
- 4 **S.O.D.C.** . Cllr M Giles being absent Cllr Rawlins gave his report, Full report can be viewed [HERE](#) or on website.
- 5 **Minutes** Council reviewed the minutes of the meeting held on 9th October The following changes were amended : Item 2 **Declarations of Interest** ~~None declared.~~ should read Cllr D Pheasant declared an interest in PA 10.3, Item 6 **Open Forum:** ~~Chairman closed the meeting at 7.35pm to allow two members of Zzoomm present to speak. They explained to Council the proposals for installation of Broadband across the two villages. The chairman resumed the meeting at 8.00pm.~~ should read Chairman closed the meeting at 7.37pm to allow three residents to present their objections regarding parking and access to PA P23/S3124/HH . The Chairman resumed the meeting at 7.49pm.
Council then resolved to approve the minutes on a resolution proposed by Cllr R Head and seconded by Cllr D Pheasant
- 6 **Open Forum:** There were no members of the public present
- 7 **Playgrounds** Council discussed the quotes for repair and replacement. In view of the costs Council resolved to approve the Creative Play quotes for repairs £330 and £1129 and for the Clerk to apply for a Councillor Grant to support replacing the swings as they are the oldest equipment in the playground on a motion proposed by Cllr R Curtis and seconded by Cllr C Penrose .ACTION Clerk
- 8 **Police Matters** Cllr Curtis reported 3 incidents reported full report can be viewed here [Crime Map](#)
- 9 **Highway Matters** Speed Signs update install 9th November Clerk to follow up as the installation does not appear to have taken place.ACTION : Clerk
FMS issues follow up 1) ENQ23977032 2) ENQ23977031 3) ENQ23974603 4) ENQ23952732 (closed) 5) ENQ22939732 (closed) Council expressed concern on several issues and requested Clerk to resubmit new FMS requests see Appendix 3
- 10 **Planning:** Council reviewed the new applications received since Planning Meeting 30th October 2023
 - 1) [P23/S3630/FUL](#).Heathfield Reading Road RB 24th November
Decisions. OBJECTION on 6 grounds
 - 2) Council resolved to ratify the proposal recommended by Henley and Harpsden as outlined In the Chairman's email of Monday 6th November The motion is Shiplake Parish Council to ratify payment of £1500 for part payment of legal fees to be invoiced by Henley Town Council and £800 as Council share part payment for JBA hydrogeological review commissioned by TFAG and in partnership with Henley Town Council and Harpsden Parish Council. Proposed by Cllr D Miller and seconded by Cllr G Butler . motion was unanimously approved
 - 3) P23/S3124/HH Pippin PERMISSION GRANTED with amendment and 4 conditions

Council resolved to approve the recommendations on a motion proposed by Cllr R Curtis and seconded by Cllr C Penrose

11 **Financial Matters.**

1. Council resolved to approve the payments for November in APPENDIX 1 on a motion proposed by Cllr R Curtis and seconded by Cllr D Pheasant
2. Council resolved to approve October Bank Statement. on a motion proposed by Cllr R Curtis and seconded by Cllr D Pheasant
3. Council resolved to approve October Bank reconciliation. APPENDIX 2 on a motion proposed by Cllr R Curtis and seconded by Cllr D Pheasant
4. Council resolved to approve payment of £3000 to the Church for Church Wall repair on a motion proposed by Cllr C Penrose and seconded by Cllr D Pheasant
5. Council resolved to approve payment of £200 for grant for SHADDO youth group on a motion proposed by Cllr R Head and seconded by Cllr D Pheasant
6. Council resolved to approve payment for station gardeners reimbursement (M Batten) £96.93 on a motion proposed by Cllr C Penrose and seconded by Cllr R Curtis
7. Council resolved to approve Clerk Salary NALC review and proposal circulated (SCP23 Current rate £15.67/hr proposed £16.67/hr) on a motion proposed by Cllr C Penrose and seconded by Cllr G Butler
8. Council resolved to propose a Grant of £475 (£500 inc cost of wreath) for Royal British Legion Poppy appeal on a motion proposed by Cllr C Penrose and seconded by Cllr D Pheasant.

12 **Footpaths** Nothing to update .Orchard Close footpath still not repaired and Council are awaiting repairs to Bridge on FP27.

13 **AONB** Nothing additional to report

14 **Memorial Hall.** Clerk to write to Chairman of Hall thanking them for their support in storage of the road signs and cones used for the Remembrance Day service at the Memorial .ACTION : Clerk

15 **Correspondence.** Letter notifying Council of situation update with the Islanders following meeting with Environment Agency.

16 **Items of Interest** or for future discussion. The Chairman and Cllr R Curtis offered their apologies for the next PC meeting in December Cllr D Pheasant has agreed to Chair the meeting

There being no other items of business the Chairman closed the meeting at 9.00pm

R V Hudson
Clerk to the Council
Shiplake Parish Council

APPENDIX 1

SHIPLAKE PARISH COUNCIL		STATEMENT OF ACCOUNTS			1	November	2023	
		Paid Out in	August	2023	Cheque nos.	-		
R V Hudson – salary September	61.23	11-Oct	11.1	BACS		643.47	s 5	1963 Local Government (Financial provisions) Act
R V Hudson – expenses, office allowance September	62.23	11-Oct	11.1	BACS		183.87	s112(2)	1972 Local Government Act
Inland Revenue – clerk's tax September	63.23	11-Oct	11.1	BACS		171.37	s111	1972 Local Government Act
Zzoomm(INV date 281023 4597	64.23	11-Oct	11.1	BACS		31.91	s111	1972 Local Government Act
Robin Head Grasscutting (inv1086571)	65.23	11-Oct	11.1	BACS		56.00	s111	1972 Local Government Act
Tactical Facilities (Grasscutting) INV 876	66.23	11-Oct	11.1	BACS		42.00	s111	1972 Local Government Act
Tactical Facilities (Grasscutting) INV 917	67.23	11-Oct	11.1	BACS		72.00	s111	1972 Local Government Act
Shiplake memorial Hall (sept 138)	68.23	11-Oct	11.1	BACS		63.23	s111	1972 Local Government Act
Grant Shiplake Bowls Club	69.23	11-Oct	11.1	BACS		500.00	s137	1972 Local Government Act
Moore (Audit fees)	70.23	11-Oct	11.1	BACS		504.00	s111	1972 Local Government Act
TOTAL						2,267.85		
Transfer to Current Account from Deposit account								
Income since last meeting								
Deposit account interest						522.44		
CIL payment						17,550.00		
Total						18,072.44		
Statement Balances at 1st November 2023								
Co-operative Bank Current account						61,652.82		
Co-operative Bank Deposit account						73,395.74		
National Savings High Interest account						24,541.39		
TOTAL						159,589.95		
Uncleared /Cancelled cheques at 1 November 2023								
						0.00		
Revised Balance Bank Current Account						61,652.82		
Payments due to be made in November 2023 approved under section								
R V Hudson – salary October	71.23	13-Nov	11.1	BACS		643.47	s 5	1963 Local Government (Financial provisions) Act
R V Hudson – expenses, office allowance October	72.23	13-Nov	11.1	BACS		137.40	s112(2)	1972 Local Government Act
Inland Revenue – clerk's tax October	73.23	13-Nov	11.1	BACS		171.37	s111	1972 Local Government Act
Zzoomm(INV date 261123	74.23	13-Nov	11.1	BACS		31.91	s111	1972 Local Government Act
Robin Head Grasscutting (inv1086575	75.23	13-Nov	11.1	BACS		56.00	s111	1972 Local Government Act
Tactical Facilities (Grasscutting) INV SI-999	76.23	13-Nov	11.1	BACS		72.00	s111	1972 Local Government Act
Shiplake memorial Hall (October)	78.23	13-Nov	11.1	BACS		91.03	s111	1972 Local Government Act
Mary Batten	79.23	13-Nov	11.1	BACS		96.93	s111	1972 Local Government Act
Shiplake Church	80.23	13-Nov	11.1	BACS		3000.00	s137	1972 Local Government Act
Shaddo Youth Group	81.23	13-Nov	11.1	BACS		200.00	s137	1972 Local Government Act
SODC (dog bin servicing)inv 10345153	82.23	13-Nov	11.1	BACS		237.94	s111	1972 Local Government Act
Total						4,738.05		
Anticipated Income								
CIL payment october						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 November 2023								
Co-operative Bank Current account						56,914.77		
Co-operative Bank Deposit account						73,918.18		
National Savings account						24,541.39		
TOTAL						155,374.34		
R V Hudson Clerk to the Council.								
1 November 2023								

APPENDIX 2

3 October 2023 (2023-2024)

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 03/10/2023		
	Cash in Hand 01/04/2023		120,620.82
	ADD Receipts 01/04/2023 - 03/10/2023		58,164.17
	SUBTRACT Payments 01/04/2023 - 03/10/2023		178,784.99
	Cash in Hand 03/10/2023 (per Cash Book)		34,477.19
			144,307.80
B	Cash in hand per Bank Statements		
	Petty Cash 03/10/2023	0.00	
	Cooperative Bank Current Account 03/10/2023	46,370.67	
	National Savings and Investments 03/10/2023	24,541.39	
	Cooperative Bank Business Select 03/10/2023	73,395.74	
			144,307.80
	Less unrepresented payments		
			144,307.80
	Plus unrepresented receipts		
	Adjusted Bank Balance		144,307.80
	A = B Checks out OK		

APPENDIX 3

FMS code	Description	Status	Action
1) ENQ23977032	All the gullies and catchpits in memorial avenue and polugh lane are silted up and require cleansing to prevent flooding issues	Investigated	Thank you for your report of flooding due to blocked gullies. A reactive cleanse of the gullies has been ordered. closed
2) ENQ23977031	The HGV sign has again been damaged or more worrying vandalsies and has been turned round .Council request a more secure fixing to prevent further occurrences	Investigated	Fixed
3) ENQ23974603	This road sign suffers from trees and is always dirty and parts are illegible .also a new footpath has been built and one of the road sign stanchions is in the middle of the footpath	Investigated	Fixed
4) ENQ23952732 (closed)	The stretch of A4155 road from spam hill to hampstead hill to henley road has a number of potholes some quite serious , i notice these have been reported separately but as this is a main road i request upgrading its priority for action thankyou shiplake parish council		Fixed a no of potholes
5) ENQ22939732 (Closed)	Outside school and down adjacent plough lane overgrown vegetation resulting in narrowing of footpath for mothers with prams and wheelchair users		Thank you for your enquiry. I have visited the site and assessed the problem that you have identified. Unfortunately it does not meet our current intervention criteria so I cannot arrange a repair. We will continue to monitor this during our routine inspections.
	Gullies silting at junction of plough lane Shiplake Row		Work scheduled on all gullies in area
	No speed restriction sign at bottom of Crowlsey Road/New road not been removed		Cannot report
	Church Lane is in hazardous condition to pedestrians and cars large potholes and mud		Fixed
5293023,	Pedestrian sign approaching war memorial is blocked out		