

SHIPLAKE PARISH COUNCIL.

Minutes of the Parish Council Meeting of Shiplake Parish Council
which took place on Monday 11th December 2023
at Shiplake Memorial Hall at 7.00 p.m.

- 1 **Present:** Cllr D Pheasant (Vice Chairman) Cllr R Head, Cllr G Butler, Cllr D Miller , Cllr F Galton-Fenzi, Cllr A Manning, Cllr J Stone , APOLOGIES Cllr C Penrose ,Cllr R Curtis and Cllr M Giles sent their apologies IN ATTENDANCE Cllr D Bartholomew (OCC) Cllr L Rawlins(DC) There was one member of the public present. In the absence of Cllr Penrose Cllr D Pheasant agreed to take the Chair
- 2 **Declarations of Interest.** None declared.
- 3 **O.C.C.** Cllr D Bartholomew gave his general and specific reports full reports can be viewed on website or [HERE](#).
- 4 **S.O.D.C.** Cllrs Rawlins gave his report full report can be viewed on website or [HERE](#).
- 5 **Minutes** Council resolved to approve the Minutes of the Parish Council meeting held on Monday 13th November 2023 on a motion proposed by Cllr R Head and seconded by Cllr G Butler
- 6 **Open Forum:** No member of the public wished to speak so the chairman closed the open forum at 7.41pm
- 7 **Playgrounds** The Clerk reported that all the requested repairs and cosmetic fixes had been applied to the Multiplay unit in Badgers Walk Playground by Creative Play. The swings are potentially due for replacement. Clerk to get quotes. ACTION Clerk
- 8 **Police Matters** c/f to January meeting Cllr Curtis's absence.
- 9 **Highway Matters** Cllr Bartholomew had given an comprehensive review of the FMS issues in his report .Cllr R Head requested a relook at the overgrown vegetation by the Primary School as the pavement is too narrow for prams, also the 20mph sign in ~~Kiln Lane~~ Shiplake Row near Kiln Lane has been hit again despite request to OCC to remove altogether as per their proposal ~~move to a safer position on opposite side of road~~. Cllr J Stone reported that the granite blocks dislodged by the Memorial have been referred back to PC, Council requested the Clerk to raise another FMS as the blocks about the highway and therefore are responsibility of OCC highways. Church Lane remains a major issue despite some repairs a further FMS to be actioned ACTION: Clerk.
- 10 **Planning:** Council reviewed:
 - 1) P23/S3452/HH Willows Reach Mill Lane Shiplake RG9 3LY RB 3rd January 2024
ACTION Cllr D Pheasant to draft response OBJECTION
 - 2) P23/S4153/A Wyevale advertising board's ACTION: Cllr D Pheasant to draft response.
 - 3) P23/S3630/FUL Heathfield :Action Cllr D Pheasant
Decisions.
 - 2) P23/S1769/O Hallemead Permission Refused.
 - 3) P23/S3432/FUL Shiplake College Permission Granted
 - 4) P23/S2509/HH The Den Permission Granted
- 11 **Financial Matters.**
 1. Council resolved to approve payments for December APPENDIX 1 on a motion proposed by Cllr A Manning and seconded by Cllr D Miller
 2. Council resolved to approve November Bank Statement. on a motion proposed by Cllr A Manning and seconded by Cllr D Miller
 3. Council resolved to approve November Bank reconciliation. APPENDIX 2 on a motion proposed by Cllr A Manning and seconded by Cllr D Miller
 4. Council resolved to approve payment of £9980+Vat to Westcotec for two VAS signs as per quotation on a motion proposed by Cllr R Head and seconded by Cllr G Butler

5. Council resolved to approve payments of £275+VAT and £941 +VAT for repairs to Badgers Walk Playground as per quotations on a motion proposed by Cllr J Stone and seconded by Cllr D Miller
6. The Finance working group met on Monday 4th December 2023. Council resolved to approve recommendations of Finance working group as follows:
 - b. Council resolved to approve circulated Budget for 2024/25 on a motion proposed by Cllr D Miller and seconded by Cllr A Manning
 - c. Council resolved to approve Precept request of £35000 (a reduction from £38102 in 2023/24) on a motion proposed by Cllr A Manning and seconded by Cllr D Pheasant
 - d. Council resolved to approve circulated Financial and General Risk assessments on a motion proposed by Cllr A Manning and seconded by Cllr D Miller
 - e. Council resolved to approve circulated Management of Internal controls on a motion proposed by Cllr A Manning and seconded by Cllr D Miller
 - f. Council resolved to approve authorisation of investment into Qualifying Money Market Funds (including Public Sector Deposit Fund) on a motion proposed by Cllr G Butler and seconded by Cllr D Miller
 - g. Council resolved to approve opening of two new accounts 1) Cooperative Bank 2) CCLA investment account on a motion proposed by Cllr G Butler and seconded by Cllr D Miller
 - h. Council resolved to approve the following as approved signatories on the New CCLA account Mr R V Hudson (Parish Clerk), Cllr C Penrose (Chairman), Cllr D Pheasant (Deputy Chairman) and Cllr A Manning on a motion proposed by Cllr G Butler and seconded by Cllr D Miller
- 12 **Footpaths** Council resolved to adopt the report and requested the Clerk to write thanking Mr G Jones
- 13 **AONB Cllr** D Pheasant gave a comprehensive update on the current status of the AONB extension for the Chilterns following the receipt of the report by the retained Consultants.
- 14 **Memorial Hall**. Cllr A Manning had nothing of significance to report.
- 15 **Correspondence**. Council have received a number of communications regarding the Zzoomm installation some positive and some less so.
- 16 **Items of Interest** or for future discussion. The Clerk reported that he will be unavailable in person for January meeting but will attend by ZOOM to take minutes.

There being no other items of business the Chairman closed the meeting at 9.03pm

R V Hudson
Clerk to the Council

APPENDIX 1

SHIPLAKE PARISH COUNCIL		STATEMENT OF ACCOUNTS			1	December	2023	
		Paid Out in	November	2023	Cheque nos			
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
Zoomm(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)	77.23	13-Nov	11.1	BACS		91.03	s111	1972 Local Government Act
Mary Batten	78.23	13-Nov	11.1	BACS		96.93	s111	1972 Local Government Act
Shiplake Church	79.23	13-Nov	11.1	BACS		3000.00	s137	1972 Local Government Act
Shaddo Youth Group	80.23	13-Nov	11.1	BACS		200.00	s137	1972 Local Government Act
SODC (dog bin servicing)inv10345153	81.23	13-Nov	11.1	BACS		237.94	s111	1972 Local Government Act
Royal British legion(poppy appeal)	82.23	13-Nov	11.1	BACS		500.00	s137	1973 Local Government Act
TOTAL						5,238.05		
Transfer to Current Account from Deposit account								
Income since last meeting								
Deposit account interest								
CIL payment								
Total						0.00		
Statement Balances at 1st December 2023								
Co-operative Bank Current account						56,946.68		
Co-operative Bank Deposit account						73,918.18		
National Savings High Interest account						24,541.39		
TOTAL						155,406.25		
Uncleared /Cancelled cheques at 1 December 2023								
Zoomm						31.91		
British Legion						500.00		
						531.91		
Revised Balance Bank Current Account 3 December 2023						56,414.77		
Payments due to be made in December	mtg date	Minute ref	2023	Payment				approved under section
R V Hudson – salary November	83.23	11-Dec	11.1	BACS	1,035.28	s 5		1963 Local Government (Financial provisions) Act
R V Hudson – expenses, office allowance, November	84.23	11-Dec	11.1	BACS	141.30	s112(2)		1972 Local Government Act
Inland Revenue – clerk's tax November	85.23	11-Dec	11.1	BACS	263.56	s111		1972 Local Government Act
Zoomm(INV date 261123	86.23	11-Dec	11.1	BACS	31.91	s111		1972 Local Government Act
Robin Head Grasscutting (inv 1086)	87.23	11-Dec	11.1	BACS	56.00	s111		1972 Local Government Act
Tactical Facilities (Grasscutting) INV SI-1035	88.23	11-Dec	11.1	BACS	72.00	s111		1972 Local Government Act
Shiplake memorial Hall (SMH-2023-180)	89.23	11-Dec	11.1	BACS	63.23	s111		1972 Local Government Act
Creative Play Inv 21845 BW playground	90.23	11-Dec	11.1	BACS	330.00	s111		1972 Local Government Act
Creative Play Inv 28282 BW playground	91.23	12-Dec	12.1	BACS	1129.00	s112		1973 Local Government Act
SLCC Clerk membership(inv MEM246456-1	92.23	11-Dec	11.1	BACS	183.00	s111		1972 Local Government Act
westcotec VAS (inv 15351)	93.23	11-Dec	11.1	BACS	11976.00	s111		1972 Local Government Act
Total						15,281.28		
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 31st December 2023								
Co-operative Bank Current account						41,133.49		
Co-operative Bank Deposit account						73,918.18		
National Savings account						24,541.39		
TOTAL						139,593.06		
R V Hudson								
Clerk to the Council.								
1 December 2023								

APPENDIX 2

25 November 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 25/11/2023		
	Cash in Hand 01/04/2023		120,620.82
	ADD Receipts 01/04/2023 - 25/11/2023		76,236.61
	SUBTRACT Payments 01/04/2023 - 25/11/2023		196,857.43 41,983.09
	Cash in Hand 25/11/2023 (per Cash Book)		154,874.34
B	Cash in hand per Bank Statements		
	Petty Cash 25/11/2023	0.00	
	Cooperative Bank Current Account 25/11/2023	56,946.68	
	Cooperative Bank Business Select 25/11/2023	73,918.18	
	National Savings and Investments 25/11/2023	24,541.39	
			155,406.25
	Less unrepresented payments		531.91
			154,874.34
	Plus unrepresented receipts		
	Adjusted Bank Balance		154,874.34
	A = B Checks out OK		