

SHIPLAKE PARISH COUNCIL.

Minutes of the Parish Council Meeting of Shiplake Parish Council
which took place on Monday 11th September 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 Cllr J Stone, Cllr Galton-Fenzi, Cllr G Butler, Cllr D Miller APOLGIES Cllr A Manning and Cllr L Rawlins sent their apologies IN ATTENDANCE Cllr D Bartholomew (OCC), and Cllr M Giles. There were two members of the public present.
2. **Declarations of Interest** None declared.
3. **O.C.C.** Cllr D Bartholomew gave his report, Full report can be viewed [HERE](#) or on website
4. **S.O.D.C.** Cllrs Rawlins being absent Cllr M Giles gave his report, Full report can be viewed [HERE](#) or on website.
5. **Minutes** Council resolved to approve the minutes of the meeting held on Monday, 17th July 2023, on a motion proposed by Cllr G Butler and seconded by Cllr F Galton-Fenzi.
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.
7. **Playgrounds** Cllr Curtis reported all playgrounds are in satisfactory condition.
8. **Police Matters** Cllr R Curtis reported 2 incidents full report can be viewed here [Crime Map](#)
9. **Highway Matters.** Cllr R Head raised a number of road issues and potential hazards which have not been resolved. Clerk requested to send list of existing and new issues reported on Fix My Street (FMS) to Cllr D Bartholomew for follow up and action. **ACTION : Clerk**
- 10 **Planning:** To review any new applications received since Planning Meeting August 14th 2023.
 1. P23/S1910/FUL – SHP Amendment to Beaver Lodge application RB 6th September OBJECTION Council to submit approved comments.
 2. P23/S0666/FUL Amendment 2 Quarry Lane RB 15th September NO OBJECTION Decisions.
 3. P23/S2205/LB Shiplake College Permission granted with 3 conditions.
 4. P22/S4211/HH The White House Annexe Permission Granted with 5 conditions.
 5. P23/S2347/FUL Shiplake College Permission granted with 3 conditions.
 6. P23/S1827/S73 Springfield House Permission granted with 14 conditions.
Council resolved to approve recommendations on a motion proposed by Cllr C Penrose and seconded by Cllr J Stone
 7. Wyevale. Council resolved for the Chairman to write to SODC supporting the views/concerns of TFAG cc Henley TC and Harpsden PC. ACTION: Cllr C Penrose
 8. Cllr D Pheasant requested Council to approve a payment for up to £1500 for Bluestone Planning to work on addendum to Neighbourhood Plan. Council resolved to approve on a motion proposed by Cllr D Pheasant and seconded by Cllr R Curtis

11.Financial Matters.

1. Council resolved to approve payments for August /September Appendices 1 and 2 on a motion proposed by Cllr G Butler and seconded by Cllr C Penrose
2. Council resolved to approve to review and approve August Bank Statement. on a motion proposed by Cllr G Butler and seconded by Cllr C Penrose
3. Council resolved to approve to review and approve August Bank reconciliation. Appendix 3 on a motion proposed by Cllr G Butler and seconded by Cllr C Penrose
4. Council resolved to approve formal sign off approval of purchase of new HP Laptop/Screen for Clerk. (£1304.97) on a motion proposed by Cllr D Miller and seconded by Cllr C Penrose

5. Council resolved to approve Parish Council Insurance quote for 2023-24 (£2279.68) on a motion proposed by Cllr R Curtis and seconded by Cllr R Head
 6. Council resolved to approve remunerations for expenses incurred for maintaining the Station Garden for Ms W Nicholson and Ms M Batten on a motion proposed by Cllr J Stone and seconded by Cllr C Penrose
 7. Council considered the request (circulated)for a grant from Rev Thewsey (Church Wall repair £3000) and requested the Clerk to ascertain additional information on potential overall costs, and how much has been completed .ACTION : Clerk
 8. Council resolved to approve £500 towards the request (circulated) for a grant from The Shiplake Village Bowls Club (replacement backboards) on a motion proposed by Cllr G Butler and seconded by Cllr F Galton-Fenzi.
 9. Council resolved to approve purchase of two VAS as recommended by OCC highways at a cost of Memorial Avenue (£ 4275 +vat) and Primary School (£5210+vat). on a motion proposed by Cllr R Curtis and seconded by Cllr R Head
- 12 Footpaths** Council reviewed Mr G Jones footpath report and requested Clerk to action two follow-ups with OCC ACTION: Clerk cc Cllr D Bartholomew
- 13 AONB action required from some of the other Parishes**
- 14 Memorial Hall.** Cllr A Manning not being present there was no update
- 15 Correspondence.**1) Two grant requests see 11.6/7 above 2) Memorial Bench request was considered by Council who had no objection but suggested correspondent write to EA as this was on their land .ACTION: Clerk 3) SHADDO have requested support for Council towards the Youth Group c/f to October meeting
- 16 Items of Interest** or for future discussion. Website administrator issue
- There being no other items of business the Chairman closed the meeting at 9.17pm

R.V. Hudson .
Clerk to the Council.
25th September 2023

APPENDIX 1

SHIPLAKE PARISH COUNCIL		STATEMENT OF ACCOUNTS			1	August	2023	
		Paid Out in	July	2023	Cheque nos.			
R V Hudson – salary June		32.23	17-Jul	11.1	BACS	-	643.47	s 5 1963 Local Government (Financial provisions) Act
R V Hudson – expenses, office allowance June		33.23	17-Jul	11.1	BACS		101.65	s112(2) 1972 Local Government Act
Inland Revenue – clerk's tax June		34.23	17-Jul	11.1	BACS		171.37	s111 1972 Local Government Act
Zoomm(INV 99703 date 280723		35.23	17-Jul	11.1	BACS		31.91	s111 1972 Local Government Act
Shiplake memorial Hall room hire (inv 2023- 100 June July)		36.23	30-Jul	11.1	BACS	-	111.26	s144 1972 Local Government Act
Robin Head Grasscutting (inv1086562)		37.23	17-Jul	11.1	BACS		56.00	s111 1972 Local Government Act
Tactical Facilities (Grasscutting) INV 703		38.23	17-Jul	11.1	BACS		5.70	s111 1972 Local Government Act
Oxford It solutions		39.23	17-Jul	11.1	BACS		214.44	s111 1972 Local Government Act
HP inc Ltd (New Laptop/screen)		40.23	30-Jul		BACS		1,304.97	s111 1972 Local Government Act
TOTAL							2,640.77	
Transfer to Current Account from Deposit account								
Income since last meeting								
Total							0.00	
Statement Balances at 1st August 2023								
Co-operative Bank Current account							14,836.62	
Co-operative Bank Deposit account							73,395.74	
National Savings High Interest account							24,541.39	
TOTAL							112,773.75	
Uncleared /Cancelled cheques at 1 August 2023								c
							0.00	
Revised Balance Bank Current Account							14,836.62	
Payments due to be made in August 2023 approved under section								
			NO MTG	Minute ref	Payment			
R V Hudson – salary July		41.23	12-Sep	11.1	BACS		643.47	s 5 1963 Local Government (Financial provisions) Act
R V Hudson – expenses, office allowance July		42.23	12-Sep	11.1	BACS		91.24	s112(2) 1972 Local Government Act
Inland Revenue – clerk's tax July		43.23	12-Sep	11.1	BACS		171.37	s111 1972 Local Government Act
Zoomm(INV113278 date 280823		44.23	12-Sep	11.1	BACS		31.91	s111 1972 Local Government Act
Robin Head Grasscutting (inv1086565)		45.23	12-Sep	11.1	BACS		56.00	s111 1972 Local Government Act
Tactical Facilities (Grasscutting) INV 749		46.23	12-Sep	11.1	BACS		47.70	s111 1972 Local Government Act
Staples office stationery (inv 1400925)		47.23	12-Sep	11.1	BACS		26.66	s111 1972 Local Government Act
Shiplake Memorial Hall Room Hire (INV-117)		48.23	12-Sep	11.1	BACS		41.70	s111 1972 Local Government Act
Oxford it solns (inv 24416)		49.23	13-Sep	12.1	BACS		28.80	s111 1972 Local Government Act
Anticipated Income							1,138.85	
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 August 2023								
Co-operative Bank Current account							13,697.77	
Co-operative Bank Deposit account							73,395.74	
National Savings account							24,541.39	
TOTAL							111,634.90	
R V Hudson Clerk to the Council.								
1 August 2023								

APPENDIX 2

SHIPLAKE PARISH COUNCIL		STATEMENT OF ACCOUNTS			1	September	2023	
		Paid Out in	August	2023	Cheque nos.			
R V Hudson – salary July		41.23	12-Sep	11.1	BACS	643.47	s 5	1963 Local Government (Financial provisions) Act
R V Hudson – expenses, office allowance July		42.23	12-Sep	11.1	BACS	91.24	s112(2)	1972 Local Government Act
Inland Revenue – clerk's tax July		43.23	12-Sep	11.1	BACS	171.37	s111	1972 Local Government Act
Zzoomm(INV 113278 date 280823		44.23	12-Sep	11.1	BACS	31.91	s111	1972 Local Government Act
Robin Head Grasscutting (inv1086565)		45.23	12-Sep	11.1	BACS	56.00	s111	1972 Local Government Act
Tactical Facilities (Grasscutting) INV 749		46.23	12-Sep	11.1	BACS	47.70	s111	1972 Local Government Act
Staples office stationery (inv 1400925)		47.23	12-Sep	11.1	BACS	26.66	s111	1972 Local Government Act
Shiplake Memorial Hall Room Hire (INV-117)		48.23	12-Sep	11.1	BACS	41.70	s111	1972 Local Government Act
Oxford it solns (inv 24416)		49.23	13-Sep	12.1	BACS	28.80	s111	1972 Local Government Act
TOTAL						1,138.85		
<u>Transfer to Current Account from Deposit account</u>								
<u>Income since last meeting</u>								
Total						0.00		
Statement Balances at 1st	September	2023						
Co-operative Bank Current account						14,804.71		
Co-operative Bank Deposit account						73,395.74		
National Savings High Interest account						24,541.39		
TOTAL						112,741.84		
<u>Uncleared /Cancelled cheques at</u>	1	September	2023					c
						0.00		
Revised Balance Bank Current Account	1	September	2023			14,804.71		
Payments due to be made in	September	2023	mtg date	Minute ref	Payment			approved under section
R V Hudson – salary August	50.23	12-Sep	11.1	BACS	643.47	s 5		1963 Local Government (Financial provisions) Act
R V Hudson – expenses, office allowance August	51.23	12-Sep	11.1	BACS	69.45	s112(2)		1972 Local Government Act
Inland Revenue – clerk's tax August	52.23	12-Sep	11.1	BACS	171.37	s111		1972 Local Government Act
Zzoomm(INV date 280923	53.23	12-Sep	11.1	BACS	31.91	s111		1972 Local Government Act
Robin Head Grasscutting (inv1086568)	54.23	12-Sep	11.1	BACS	84.00	s111		1972 Local Government Act
Tactical Facilities (Grasscutting) INV	55.23	12-Sep	11.1	BACS	72.00	s111		1972 Local Government Act
Shiplake memorial Hall	56.23	12-Sep	11.1	BACS	41.70	s111		1972 Local Government Act
Parish Council Insurance premium	57.23	12-Sep	11.1	BACS	2,279.68	s111		1972 Local Government Act
Wendy Nicholson Reimbursement station gardens costs	58.23	12-Sep	11.1	BACS	82.95	s111		1972 Local Government Act
Mary Batten Reimbursement station gardens costs	59.23	12-Sep	11.1	BACS	72.95	s111		1972 Local Government Act
Playsafety (inv 74358)	60.23	12-Sep	11.1	BACS	201.00	s111		1972 Local Government Act
Total					3,708.78			
Anticipated Income								
Precept						19051.00		
Total						19,051.00		
<u>Transfer to Deposit Account from current account</u>						0.00		
<u>Transfer to Current Account from Deposit account</u>						0.00		
Projected Financial Position as at 30th September 2023								
Co-operative Bank Current account						30,146.93		
Co-operative Bank Deposit account						73,395.74		
National Savings account						24,541.39		
TOTAL						128,084.06		
R V Hudson								
Clerk to the Council.								
1	September	2023						

APPENDIX 3 SHIPLAKE PARISH COUNCIL

4 September 2023 (2023-2024)

Prepared by:

Date:

Name and Role (Clerk/RFO etc)

Approved by:

Date:

Name and Role (RFO/Chair of Finance etc)

A	Bank Reconciliation at 04/09/2023		120,620.82
	Cash in Hand 01/04/2023		21,779.49
	ADD Receipts 01/04/2023 - 04/09/2023		
	SUBTRACT Payments 01/04/2023 - 04/09/2023		142,400.31
	Cash in Hand 04/09/2023 (Per Cash Book)		30,768.41
			111,631.90
B	Cash in hand per Bank Statements		
	Petty Cash 04/09/2023	0.00	
	Cooperative Bank Current Account 04/09/2023	14,804.71	
	Cooperative Bank Business Select 04/09/2023	73,395.74	
	National Savings and Investments 04/09/2023	24,541.39	
			112,741.84
	Less unrepresented payments		1,109.94
			111,631.90
	Plus, unrepresented receipts		
			111,631.90
B	Adjusted Bank Balance		111,631.90
	A = B Checks out OK		