

SHIPLAKE PARISH COUNCIL

Minutes of the Meeting of Shiplake Parish Council
which took place on Monday July 13th, 2026
at **Shiplake Memorial Hall** at 7.00 p.m.

MINUTES

1. **PRESENT:** Cllr C Penrose (Chair) Cllr R Curtis (Deputy Chair), Cllr R Head and Cllr D Miller .Apologies were received from: Cllrs J Stone Arnold and Cllr M Giles (SODC) .IN ATTENDANCE: Cllr L Rawlins (OCC/DC). Cllr C Penrose opened the meeting and welcomed Mr M Turner and Ms N Baldwin as prospective members of Council. Council resolved to approve the co-option of Mr M Turner and Ms N Baldwin on a motion proposed by Cllr C Penrose and seconded by Cllr R Curtis and unanimously agreed. Mr M Turner and Ms N Baldwin signed a declaration of acceptance.
2. **DECLARATIONS OF INTEREST** None declared.
3. **O.C.C.** Cllr Rawlins gave his report. Full report can be viewed on website or [HERE](#)
4. **S.O.D.C.** Cllr Rawlins gave his report. Full report can be viewed on website or [HERE](#).
5. **MINUTES** Council resolved to approve the minutes of the meeting of June 8th 2026 on a motion proposed by Cllr R Head and seconded by Cllr R Curtis
6. **OPEN FORUM:** There being no members of the public present the chair opened and closed the open forum at 7:40 PM
7. **PLAYGROUNDS** Cllr R Curtis reported that there are weeds coming through playground surface. ACTION: Clerk. Council requested Clerk to contact Sovereign to make some final changes to design. ACTION: Clerk. Badgers Walk Playground satisfactory.
8. **POLICE MATTERS** Cllr R Curtis. Reported three incidents .one criminal damage in Woodlands Road and 2 incidents of other crime in Church Lane. Full report can be viewed on [Crime Map](#)
9. **HIGHWAY MATTERS** 1) Thames Farm Crossing. Clerk requested to contact Carl Stallwood for a site visit to discuss our requirements with Cllr R Head ACTION: Clerk. 2) Wyevale Bus Stop. Council to forward a Map of proposed locations and layouts to Cllr L Rawlins.ACTION :Cllr R Head . 3) Cllr R Curtis agreed to draft a memo to OCC reference the necessity for a pedestrian activated crossing on the A4155 (or suitable alternative) near the War Memorial.
10. **COMMUNICATIONS PLAN** Cllr Penrose updated progress. Website Energisers have set out initial draft of site map.
11. **PLANNING:** 1) Council resolved to approve the recommendations of the planning committee for P26/1712/HH (No OBJECTION with comments) and P26/1461/FUL(OBJECTION) on a motion proposed by Cllr R Curtis and seconded by Cllr C Penrose.
12. **FINANCIAL MATTERS.**
 1. Council resolved to approve the payments for July on a motion proposed by Cllr D Miller and seconded by Cllr R Curtis see APPENDIX 1
 2. Council resolved to approve June Bank Statement on a motion proposed by Cllr D Miller and seconded by Cllr R Curtis
 3. Council resolved to approve June Bank reconciliation see APPENDIX 2 on a motion proposed by Cllr D Miller and seconded by Cllr R Curtis
 4. Council resolved to approve payment of £2293.54 to Henley Town Council for SPC contribution as a rule 6 participant in appeal against Thames Farm development, on a motion proposed by Cllr C Penrose and seconded by Cllr D Miller

5. Audit return has been submitted within deadline. Several issues raised regarding increased expenditure in 2025/26
6. SODC capital grant application for Playground ready to be submitted. Standard Conditions form signed by Chair and Deputy Chair.
7. Council resolved to approve to approve appointment of Ms T Goss as Internal auditor for 2026/27 on a motion proposed by Cllr R Curtis and seconded by Cllr D Miller
8. Clerk to set up Finance group meeting.
13. **FOOTPATHS**: Tow Path Cllr J Stone. Clerk to send photos to Footpath Officer at SODC for investigation. ACTION: Clerk
14. **NATIONAL LANDSCAPES** (AONB) No further updates
15. **CORRESPONDENCE**. Proposed Hydrological Briefing on Sonning D/E. Cllr D Miller to attend meeting being rescheduled.
16. **ITEMS OF INTEREST** or for future discussion. Cllr C Penrose to meet with new Vicar.

There being no other items of interest the Chairman closed the meeting at 9.22pm. There is no meeting in August the next parish Council meeting will be Monday September 14th, 2026.

R.V. Hudson.
Clerk to the Council.
15th July 2026

APPENDIX 1

SHIPLAKE PARISH COUNCIL			STATEMENT OF ACCOUNTS				1	July	2026	
	Scribe Code	Scribe Cost Centre	Paid Out in June	2026	Payment	paid				
R V Hudson – salary May	7	Clerk Net Salary	19.26	08-Jun	13.1	BACS	742.56	s 5	1963 Local Government (Financial provisions) Act	
R V Hudson – expenses, office allowance May	9	Clerk Expenses	20.26	08-Jun	13.1	BACS	77.10	s112(2)	1972 Local Government Act	
Inland Revenue – clerk's tax /NIC May	8	Clerk Tax/Ni	21.26	08-Jun	13.1	BACS	262.32	s111	1972 Local Government Act	
Zzoomm(INV 1039884) date 260526	12	Telephone/Broadband	22.26	08-Jun	13.1	STO	30.00	s111	1972 Local Government Act	
Tactical Facilities (INV SI -124)	22	Dog Bin Servicing	23.26	08-Jun	13.1	BACS	5.70	s111	1972 Local Government Act	
Tactical Facilities (INV SI -123)	23	Grasscutting	24.26	08-Jun	13.1	BACS	72.34	s111	1972 Local Government Act	
Memorial Hall (inv 2026-087)	19	Meetings	25.26	08-Jun	13.1	BACS	177.50	s111	1972 Local Government Act	
Robin Head grasscutting (inv 0462019)	23	Grasscutting	26.26	08-Jun	13.1	BACS	70.00	s111	1972 Local Government Act	
Website energisers (inv 006645)	32	w eb site /media	27.26	08-Jun	13.1	DD	3,600.00	s111	1972 Local Government Act	
Mary Batten Reimbursement(Shiplake Station)	27	Repairs and Maintenance	28.26	08-Jun	13.1	BACS	192.00	s111	1972 Local Government Act	
Cllr C Penrose (reimbursement expenses APM)	19	Meetings	29.26	08-Jun	13.1	BACS	100.91	s111	1972 Local Government Act	
Memorial Hall Grant for Bench and plaque	35	Shiplake Memorial Hall	30.26	08-Jun	13.1	BACS	475.45	s143	1972 Local Government Act	
							2,205.88			
<u>Transfer to Current Account from Deposit account</u>										
<u>Income since last meeting</u>										
CCLA month interest							312.43			
Precept										
VAT reclaim							7043.48			
Bank interest										
CIL Payment										
Total							7,355.91			
<u>Statement Balances at 1st July 2026</u>										
Co-operative Bank Current account							34,154.45			
Co-operative Bank Deposit account 1)							50,948.12			
Co-operative Bank Deposit account (2) new							0.00			
National Savings High Interest account(closed)							0.00			
CCLA (PSDF)							96,924.00			
TOTAL							182,026.57			
<u>Uncleared /Cancelled cheques at 1 July 2026</u>										
							0.00			
Total							0.00			
<u>Revised Balance Bank Current Account 1 July 2026</u>							34,154.45			
<u>Payments due to be made in July 2026 approved under section</u>										
				July mtg date	Minute ref	Payment				
R V Hudson – salary July	7	Clerk Net Salary	31.26	13-Jul	13.1	BACS	742.56	s 5	1963 Local Government (Financial provisions) Act	
R V Hudson – expenses, office allowance July	9	Clerk Expenses	32.26	13-Jul	13.1	BACS	90.2	s112(2)	1972 Local Government Act	
Inland Revenue – clerk's tax /NIC July	8	Clerk Tax/Ni	33.26	13-Jul	13.1	BACS	262.32	s111	1972 Local Government Act	
Zzoomm(INV 1087391) date 260626	12	Telephone/Broadband	34.26	13-Jul	13.1	STO	30	s111	1972 Local Government Act	
Tactical Facilities (INV SI -266)	22	Dog Bin Servicing	35.26	13-Jul	13.1	BACS	5.7	s111	1972 Local Government Act	
Tactical Facilities (INV SI -247)	23	Grasscutting	36.26	13-Jul	13.1	BACS	72.34	s111	1972 Local Government Act	
Memorial Hall (inv 2026-103)	19	Meetings	37.26	13-Jul	13.1	BACS	60	s111	1972 Local Government Act	
Robin Head grasscutting (inv 0462021)	23	Grasscutting	38.26	13-Jul	13.1	BACS	70	s111	1972 Local Government Act	
Henley Town Council(inv 22120)	15	Consultancy	39.26	13-Jul	13.1	BACS	2,293.54	s111	1972 Local Government Act	
Mr J Crawford (SWIM)	68	Environmental Projects	40.26	13-Jul	13.1	BACS	527	s111	1972 Local Government Act	
OXIT(inv 33814)	32	Web-Site/Social Media	41.26	13-Jul	13.1	BACS	24	s111	1972 Local Government Act	
OXIT(inv 33844)	32	Web-Site/Social Media	42.26	13-Jul	13.1	BACS	553.74	s111	1972 Local Government Act	
OXIT(inv 33844)	33	Web-Site/Social Media	43.26	13-Jul	13.1	BACS	adj 0.05	s111	1972 Local Government Act	
Total							4,731.40			
<u>Anticipated Income</u>										
CCLA (interest)										
CCLA (interest)										
Precept							0.00			
Total							0.00			
<u>Transfer to Deposit Account from current account</u>										
							0.00			
<u>Transfer to CCLA (PSDF) from Current Account (CO-OP)</u>										
							0.00			
<u>Transfer to Current Account from Deposit account</u>										
							0.00			
<u>Projected Financial Position as at 31st July 2026</u>										
							29,423.05			
Co-operative Bank Current account							50,948.12			
Co-operative Bank Instane Access Deposit account (1)							0.00			
Co-operative Bank Instane Access Deposit account (2) new							0.00			
National Savings account(closed)							96,924.00			
CCLA (PSDF)							177,295.17			
TOTAL										
R V Hudson										
Clerk to the Council.										

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 29/06/2026		
	Cash in Hand 01/04/2026		163,643.72
	ADD Receipts 01/04/2026 - 29/06/2026		27,069.41
	SUBTRACT Payments 01/04/2026 - 29/06/2026		190,713.13
			8,686.56
	Cash in Hand 29/06/2026 (per Cash Book)		182,026.57
B	Cash in hand per Bank Statements		
	Petty Cash 29/06/2026	0.00	
	Cooperative Bank Current Account 29/06/2026	34,154.45	
	CCLA (PSDF) 29/06/2026	96,924.00	
	Cooperative Bank Deposit "B" 29/06/2026	0.00	
	National Savings and Investments 29/06/2026	0.00	
	Cooperative Bank Business Select 29/06/2026	50,948.12	
			182,026.57
	Less unrepresented payments		
			182,026.57
	Plus unrepresented receipts		
	Adjusted Bank Balance		182,026.57
	A = B Checks out OK		