

SHIPLAKE PARISH COUNCIL

Minutes of the Annual Parish Council Meeting
of Shiplake Parish Council which took place
on Monday 11th May 2026 at Shiplake Memorial Hall at 7.00 p.m.

1. **PRESENT**, Cllr C Penrose, Cllr R Curtis, Cllr D Miller, Cllr J Stone, Cllr R Head, APOLOGIES: Cllr D Pheasant and Cllr A Manning sent their apologies. IN ATTENDANCE Cllr L Rawlings (DC) /(OCC) and Cllr M Giles (DC). There were six members of the public present.

2. **ELECTION OF OFFICERS, SUB-COMMITTEES, WORKING PARTIES AND REPRESENTATIVES TO SERVE ON OUTSIDE BODIES**

The Chairman dissolved the meeting and requested nominations for Chairperson.

- i. Council nominated Cllr C Penrose as Chairman proposed by Cllr R Curtis and seconded by Cllr R Head. Unanimously approved. Cllrs Pheasant and Manning had declared they would not be standing for election and offered their resignations. Cllr Penrose on behalf of Council thanked them for their significant contributions and wished them well for the future. Clerk to write formally to both Councillors. ACTION : Clerk
 - ii. Council nominated Cllr R Curtis as Vice Chairman, proposed by Cllr J Stone, and seconded by Cllr D Miller. Cllr Curtis requested time to consider.
 - iii. **SUB COMMITTEES /WORKING PARTIES.**
 - iv. **Planning Committee**: Cllr C Penrose nominated as Chairman, proposed by Cllr J Stone, and seconded by Cllr R Head. Members: Cllr C Penrose, Cllr J Stone, Cllr R Curtis, Cllr R Head and Cllr D Miller
 - v. **Grants and Finance**: Cllr D Miller nominated as Chair. Proposed by Cllr C Penrose and seconded by Cllr J Stone Members: Cllr C Penrose, Cllr J Stone, and Cllr R Curtis.
 - vi. **REPRESENTATIVES ON VARIOUS COMMITTEES.**
 - vii. **Memorial Hall**: No representative nominated
 - viii. **Badgers Walk** Playground: Cllr R Curtis proposed by Cllr C Penrose and seconded by Cllr D Miller
 - ix. **Memorial Hall** Playground: Cllr R Curtis proposed by Cllr C Penrose and seconded by Cllr D Miller
 - x. **Shiplake C. E. School**: Cllr R Curtis proposed by Cllr C Penrose and seconded by Cllr D Miller
 - xi. Cllr C Penrose nominated to continue to chair a working party on Website development and Communications plan. members E Burrows, G Jones, and D Pheasant
 - xii. 1 Councillors (J Stone,) registered as FMS superuser
 - xiii. Cllr D Miller to act as contact with Sonning Quarry Liaison group.
3. **DECLARATIONS OF INTEREST**. None declared
 4. **O.C.C.** Cllr L Rawlings gave his report. Full report can be viewed on website or [HERE](#)
 5. **S.O.D.C.** Cllr M Giles gave his report, full report can be viewed on website or [HERE](#)
 6. **MINUTES** Council resolved to approve the minutes of the meeting held on Monday 13th April 2026 on a motion proposed by Cllr R Head and seconded by Cllr R Curtis.
 7. **OPEN FORUM** The Chair closed the meeting 7.26 pm to allow members of the public to speak. Several residents voiced their strong concern at the proposed sixty house development on land known as the Pony Field off Bolney Lane. A resident introduced himself as one of the speakers at the APM on river bathing quality and said he would be presenting more details at the APM . Chairman resumed the meeting at 7.40 pm

8. **PLAYGROUNDS** Cllr R Curtis reported playgrounds were satisfactory and no issues. Council discussed the results of the survey of the proposed new playgrounds, results to date A= 15: B= 1: C= 7. Design A was shown to be most popular. Next steps Clerk to bring a detailed proposal of design A to June meeting for councillors to review equipment and make any changes. ACTION: Clerk
9. **POLICE MATTERS** Cllr R Curtis reported zero crimes full report can be viewed here [Crime Map](#)
10. **HIGHWAY MATTERS**. Cllr Curtis reported overhanging hedge in Plough Lane has been trimmed back as far as possible by Mr Doble. Cllr J Stone offered to action some Fix My street communication by adding to the Village forum the Church Lane result/timetable and reminding people to report other potholes. Action J Stone
11. **COMMUNICATIONS PLAN** Cllr C Penrose updated Council on selection of “Website energisers” as preferred supplier of three who quoted for Website redevelopment.
12. **EMERGENCY PLAN** update Cllrs Stone nothing further to report
13. **PLANNING**: Council reviewed new applications received since PC Meeting April 13th2026
 - 1) [P26/S0978/S73](#) ; Rivermead, Maroudas, Amendment RB 29th May 2026 NO OBJECTION
 - 2) P26/S1042/O Land South of Bolney Land & East of Reading Road Shiplake RB STRONG OBJECTION
 - 3) P26/S0966/HH Haileywood Lodge Woodlands Road Harpsden Henley-on-Thames RG9 4AA NO OBJECTION

Decisions:

14. **FINANCIAL MATTERS**.
 1. Council resolved to approve Financial Payments for May Month (APPENDIX 1) on a motion proposed by Cllr R Curtis and seconded by Cllr D Miller
 2. Council resolved to approve April bank statement on a motion proposed by Cllr R Curtis and seconded by Cllr D Miller
 3. Council resolved to approve April bank reconciliation (APPENDIX 2) on a motion proposed by Cllr R Curtis and seconded by Cllr D Miller
 4. Council resolved to approve Year End accounts circulated on a motion proposed by Cllr R Curtis and seconded by Cllr D Miller
 5. Council resolved to approve Year End accounts differences variation circulated on a motion proposed by Cllr R Curtis and seconded by Cllr D Miller
 6. Council resolved to approve both a) Internal Auditors report and b) AGAR certificate. (Circulated) on a motion proposed by Cllr R Head and seconded by Cllr R Curtis
 7. Council resolved to approve AGAR section 1 Annual Governance Statement (Circulated). on a motion proposed by Cllr R Head and seconded by Cllr R Curtis
 8. Council resolved to approve AGAR section 2 Accounting Statements circulated on a motion proposed by Cllr R Head and seconded by Cllr R Curtis
 9. Council resolved to approve the notice of elector’s rights for AGAR 2026 circulated on a motion proposed by Cllr R Head and seconded by Cllr R Curtis
 10. Council resolved to set up working party to review revised financial regulations and Audit report actions
 11. To approve part payment Henley Town Council for Thames farm appeal costs £5000 **rejected** Clerk to follow up. ACTION: Clerk
 12. Council resolved to approve revised quote SLK decorating to decorate and repair assets in Village (£2500) on a motion proposed by Cllr R Head and seconded by Cllr J Stone
15. **FOOTPATHS** Cllr Curtis reported that an imposing gate blocked riverside footpath at bridge end in Mill Lane to apparently in effort to deter walkers who have right of way .Cllr J Stone offered to also review the towpath .Cllr R Head offered to try and get copy of Definitive paths put on website. ACTION: R Head /Clerk.

16. **NATIONAL LANDSCAPES (AONB)** Clerk to contact Sue Biggs for any updates ACTION: Clerk
17. **MEMORIAL HALL.** Clerk to contact Trustees and request 20mph speed sign by Memorial Hall is cleared as it is covered by hedging. ACTION: Clerk
18. **CORRESPONDENCE**
19. **ITEMS OF INTEREST** or for future discussion. Council approved draft APM agenda. Clerk requested to advertise on Noticeboards and website. Chair to invite Mr P Boros.
There being no other business the Chair closed the meeting at 9.25pm

R.V. Hudson.

Clerk to the Council.

13th May 2026

APPENDIX 1

SHIPLAKE PARISH COUNCIL			STATEMENT OF ACCOUNTS					1	May	2026
	Scribe Code	Scribe Cost Centre	Paid Out in	March	2026	Payment	paid			
R V Hudson – salary March	7	Clerk Net Salary	1.26	13-Apr	13.1	BACS	£	742.56	s 5	1963 Local Government (Financial provisions) Act
R V Hudson – expenses, office allowance.March	9	Clerk Expenses	2.26	13-Apr	13.1	BACS	£	155.79	s112(2)	1972 Local Government Act
Inland Revenue – clerk's tax /NIC March	8	Clerk Tax/Ni	3.26	13-Apr	13.1	BACS	£	262.32	s111	1972 Local Government Act
Zzoomm(INV950781) date 260326	12	Telephone/Broadband	4.26	13-Apr	13.1	BACS	£	30.00	s111	1972 Local Government Act
Tactical Facilities (INV SI -5382)	22	Dog Bin Servicing	5.26	13-Apr	13.1	BACS	£	5.70	s111	1972 Local Government Act
Tactical Facilities (INV SI -5406)	23	Grasscutting	6.26	13-Apr	13.1	BACS	£	72.34	s111	1972 Local Government Act
Memorial Hall (inv 2026-053)	19	Meetings	7.26	13-Apr	13.1	BACS	£	60.00	s111	1972 Local Government Act
Robin Head grasscutting (inv)	23	Grasscutting	8.26	13-Apr	13.1	BACS	£	70.00	s111	1972 Local Government Act
TOTAL								1,398.71		
Transfer to Current Account from Deposit account										
Income since last meeting										
CCLA month interest								308.19		
Precept grant								18,816.00		
Bank interest								289.81		
CIL Payment										
Total								18,816.00		
Statement Balances at 1st May 2026										
Co-operative Bank Current account								33,756.89		
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								181,629.01		
Uncleared /Cancelled cheques at			1	May	2026			0.00		
Total								0.00		
Revised Balance Bank Current Account			1	May	2026			33,756.89		
Payments due to be made in				May	2026					approved under section
				mtg date	Minute ref	Payment				
R V Hudson – salary April	7	Clerk Net Salary	9.26	11-May	13.1	BACS	£	742.56	s 5	1963 Local Government (Financial provisions) Act
R V Hudson – expenses, office allowance.April	9	Clerk Expenses	10.26	11-May	13.1	BACS	£	77.55	s112(2)	1972 Local Government Act
Inland Revenue – clerk's tax /NIC April	8	Clerk Tax/Ni	11.26	11-May	13.1	BACS	£	262.32	s111	1972 Local Government Act
Zzoomm(INV994220) date 260426	12	Telephone/Broadband	12.26	11-May	13.1	BACS	£	30.00	s111	1972 Local Government Act
Tactical Facilities (INV SI -5543)	22	Dog Bin Servicing	13.26	11-May	13.1	BACS	£	5.70	s111	1972 Local Government Act
Tactical Facilities (INV SI -5574)	23	Grasscutting	14.26	11-May	13.1	BACS	£	72.34	s111	1972 Local Government Act
Memorial Hall (inv 2026-072)	19	Meetings	15.26	11-May	13.1	BACS	£	60.00	s111	1972 Local Government Act
Robin Head grasscutting (inv0462018)	23	Grasscutting	16.26	11-May	13.1	BACS	£	70.00	s111	1972 Local Government Act
WTG consultants (IA inv TG28/26)	13	Audit Fees	17.26	11-May	13.1	BACS	£	137.50	s111	1972 Local Government Act
Oxford It (inv 5601576)	32	web site /media	18.26	11-May	13.1	BACS	£	24.00	s111	1972 Local Government Act
Total								1,481.97		
Anticipated Income										
CCLA (interest)							est	299.00		
CCLA (interest)										
Precept										
Total								299.00		
Transfer to Deposit Account from current account								0.00		
Transfer to CCLA (PSDF) from Current Account (CO-OP)								0.00		
Transfer to Current Account from Deposit account								0.00		
Projected Financial Position as at 30th					May	2026				
Co-operative Bank Current account								32,573.92		
Co-operative Bank Instane Access Deposit account (1)								50,948.12		
Co-operative Bank Instane Access Deposit account (2)new								0.00		
National Savings account(closed)								0.00		
CCLA (PSDF)								96,924.00		
TOTAL								180,446.04		
R V Hudson										
Clerk to the Council.										
1 May			2026							

APPENDIX 2

SHIPLAKE PARISH COUNCIL

Prepared by: _____ Date: _____
Name and Role (Clerk/RFO etc)

Approved by: _____ Date: _____
Name and Role (RFO/Chair of Finance etc)

	Bank Reconciliation at 05/05/2026		
	Cash in Hand 01/04/2026		163,643.72
	ADD Receipts 01/04/2026 - 05/05/2026		19,414.00
			183,057.72
	SUBTRACT Payments 01/04/2026 - 05/05/2026		1,428.71
A	Cash in Hand 05/05/2026 (per Cash Book)		181,629.01
	Cash in hand per Bank Statements		
	Petty Cash 30/10/2025	0.00	
	Cooperative Bank Current Account 05/05/2026	33,756.89	
	CCLA (PSDF) 05/05/2026	96,924.00	
	Cooperative Bank Deposit "B" 05/05/2026	0.00	
	National Savings and Investments 05/05/2026	0.00	
	Cooperative Bank Business Select 05/05/2026	50,948.12	
			181,629.01
	Less unrepresented payments		
			181,629.01
	Plus unrepresented receipts		
B	Adjusted Bank Balance		181,629.01
	A = B Checks out OK		