

SHIPLAKE PARISH COUNCIL.

Minutes of the Meeting of Shiplake Parish Council
which took place on Monday 13th January 2025
at **Shiplake Memorial Hall** at 7.00 p.m.

- 1 **Present:** Cllr C Penrose (Chairman). Cllr D Pheasant, Cllr R Head, Cllr R Curtis, Cllr D Miller, Cllr J Stone, and Cllr A Manning. Apologies were received from Cllr L Rawlins (DC) IN ATTENDANCE: Cllr M Giles (DC). Cllr D Bartholomew (OCC),

- 2 **Declarations of Interest** None declared.

- 3 **O.C.C.** Cllr Bartholomew gave his general and local report.

Local key points:

- **Impending Application for 25 Houses on New Road:** New Road is unadopted and unregistered, posing challenges for forming access and making lane improvements. Further comments will follow if an application is received.
- **Temporary Emergency Footpath Closure of Footpath-7:** Footpath 7 was closed in November 2023 due to surface collapse. Repairs were completed by the end of 2024 but were inadequate, causing new sinkholes. OCC officers have fenced off the area and contacted Network Rail for further work.
- **Damaged VAS Sign on Plough Lane (FMS REF 6420011):** Reinstallation was scheduled for the previous Friday (10th).
- **Footpath Alongside A4155 from Memorial Avenue to Plough Lane:** A site visit on 22nd November resulted in a plan circulated to the Parish Council. Awaiting a cost estimate.
- **A4155 Crossing Point Near Highlands House:** The Section 278 works are incomplete. Taylor Wimpey (TW) is responsible for previous works. Speed surveys, vegetation clearance, and reporting are awaited. Responsibility for recent ditch fencing and verge clearing is unclear.
- **Thames Farm Damaged Fencing:** TW described the site as dangerous due to sinkholes. Storm damage left the site unsecured for over two weeks. Repairs to broken fence panels were completed before Christmas after two attempts.
Full report can be viewed on website or [HERE](#)

4. **S.O.D.C.** Cllr Giles gave his report.

Local key points:

- **Community Grants:** Deadline is midday Friday 29 November for the Councillor Community Grant Scheme. Community organisations can apply for up to £5,000.
- **Protecting Local Pubs:** National concern over the closure rate of pubs. The council leader has requested tax reductions on pub sales and extended business rates relief.
- **Neighbourhood Plans:** New plans approved for Binfield Heath, Clifton Hampden, Garsington, and Beckley & Stowood following successful referendums.
Full report can be viewed on website or [HERE](#)

1) Cllr R Curtis requested Cllr Giles to check whether there had been any planning infringements at the Retirement Village as the footpath to the Reading Road designed for pedestrians and wheelchairs users incorporated a number of steps making it impossible for wheelchair users. Cllr Giles to follow up and report back.

5. **Minutes** Council resolved to approve the minutes of the meeting held on Monday 16th December on a motion proposed by Cllr D Pheasant and seconded by Cllr R Head.

6. **Open Forum:** There were no members of the public present.

7. **Playgrounds** Cllr Curtis reported on Badgers Walk. Trees still need trimming back. Clerk had also contacted Tarmac to gauge whether a grant might be available for the refurbishment project, response was encouraging. Clerk is obtaining new tenders for the maintenance of the Memorial Hall and Badgers Walk playground. Clerk reported he had contact with Hags for action to repair delamination in MH playground requires further photos of damage.

- 8 **Police Matters** Cllr R Curtis reported 3 incidents, full report can be viewed here on [Crime Map](#)
Cllr R Curtis to forward article for website to encourage residents to form/join local street WhatsApp neighbourhood watch schemes which have proven very successful in parts of the villages.
- 9 **Highway Matters.** 1)FMS issues follow up 30mph roundel retirement village Clerk reported there is some question as to ownership of this VAS as it is not in asset listing at OCC Clerk to follow up .2)Meeting with OCC highways engagement team .Council agreed 6 agenda items for rescheduled meeting Clerk to action meeting date .3) Thames Crossing update awaiting speed survey to be carried out by Taylor Wimpey .
- 10 **Planning:** Council reviewed new applications received since Parish Council 16th December 2024
- 1) P24/S3270/HH Amendment Chalcott New Road Lower Shiplake RG9 3LA RB 14th January NO OBJECTION
 - 2) [P24/S4009/HH](#) 13 Brampton Chase Shiplake Lea-Cox RB 31st January c/f to Planning meeting to see if any neighbour comments arise.
 - 3) Emergency plan Cllrs Manning and Stone c/f to February PC meeting to tie in with communications plan.
 - 4) New Road Development no further action at this stage
- Decisions.**
- 5) P24/S2954/FUL Lashbrook House PERMISSION REFUSED
Council resolved to approve responses on a motion proposed by Cllr R Curtis and seconded by Cllr D Pheasant.
- 11 **Financial Matters.**
- 1) Council resolved to approve payments for January (APPENDIX 1) on a motion proposed by Cllr C Penrose and seconded by Cllr R Head.
 - 2) Council resolved to approve December Bank Statement. on a motion proposed by Cllr C Penrose and seconded by Cllr R Head
 - 3) Council resolved to approve December Bank reconciliation. (APPENDIX 2) on a motion proposed by Cllr C Penrose and seconded by Cllr R Head
 - 4) Council resolved to approve Reserves Policy. on a motion proposed by Cllr R Curtis and seconded by Cllr J Stone
 - 5) Council resolved to approve Investment Policy on a motion proposed by Cllr R Curtis and seconded by Cllr J Stone
 - 6) Council resolved to approve internal auditors interim report on a motion proposed by Cllr D Pheasant and seconded by Cllr D Miller
- 12 **Footpaths** nothing further to report
- 13 **AONB** awaiting consultation dates
- 14 **Memorial Hall.** 1) with the ballet class finishing at 6.50pm and a 7.00pm start time of PC meeting, Council requested the MH to continue to erect the tables at nominated cost to allow PC meeting to continue to start at 7. 00pm.ACTION: Clerk. 2) Centenary events: Cllr Manning requested any help from Councillors or financial support from Council. Council requested further details of events to gauge support c/f to Feb PC meeting.
- 15 **Correspondence.**1)Letter From Mr R Partridge re basketball net installation indicating the Trustees would be unlikely to grant access .Chairman to write back to Mr Partridge and Clerk to contact Binfield Heath PC to see if the net can be located at their playground with support from Shiplake .Cllr R Curtis to contact primary School to see if there may be a suitable location on site .ACTION : Cllr R Curtis. 2) Rosemary Jones ref Church Lane repair. Clerk to respond to Ms Jones and submit an FMS ,again, for urgent repairs to Church Lane (actioned FMS ref 6978351) 3) The Chairman had a phone call with our local MP regarding the issue of the lock islanders .The outcome seems to be that the Chairman will write to the EA as a cosignatory with our MP and Cllr L Rawlins requesting special consideration of an islanders bid in the light of their long experience and good husbandry of the site location over many years .

- 16 **Items of Interest or for future discussion.** Cllr D Pheasant to bring forward Communication/ website update plan at Feb meeting. Clerk requested to draft a letter of thanks to Carol and Mark Harvey for when they leave the village

There being no other items of business the Chairman closed the meeting at 9.30pm

R.V. Hudson.
Clerk to the Council.
14th January 2025

APPENDIX 1

SHIPLAKE PARISH COUNCIL			STATEMENT OF ACCOUNTS					1	January	2025
	Scribe Code	Scribe Cost Centre	Paid Out in	December	2024	Payment	-			
R V Hudson – salary Nov	7	Clerk Net Salary	84.24	16-Dec	11.1	BACS	x	927.58	s 5	1963 Local Government (Financial provisions) Act
R V Hudson – expenses, office allowance Nov	9	Clerk Expenses	85.24	16-Dec	11.1	BACS	x	74.40	s112(2)	1972 Local Government Act
Inland Revenue – clerk's tax /NIC Nov	8	Clerk Tax/Ni	86.24	16-Dec	11.1	BACS	x	287.30	s111	1972 Local Government Act
Zzoomm(INV 364068) date 261224	12	Telephone/Broadband	87.24	16-Dec	11.1	BACS	x	34.43	s111	1972 Local Government Act
Robin Head (inv 1086596) Nov	23	Grasscutting	88.24	16-Dec	11.1	BACS	x	60.00	s111	1972 Local Government Act
Shiplake Memorial Hall (Nov inv 2024-168)	19	Meetings	89.24	16-Dec	11.1	BACS	x	70.00	s111	1972 Local Government Act
Tactical Facilities (INV SI -2639)	23	Grasscutting	90.24	16-Dec	11.1	BACS	x	84.00	s111	1972 Local Government Act
Tactical Facilities (INV SI -2589)	22	ODC Dog Bin Service	91.24	16-Dec	11.1	BACS	x	5.70	s111	1972 Local Government Act
Grant to Shaddo Youth Group	72	Shaddo	92.24	16-Dec	11.1	BACS	x	200.00	s137	1972 Local Government Act
Oxit (inv 20864)	32	Web-Site/Social Media	93.24	16-Dec	11.1	BACS	x	70.00	s111	1972 Local Government Act
P A S Invoice 3047	15	Consultancy	94.24	16-Dec	11.1	BACS	x	120.00	s111	1972 Local Government Act
Theresa Goass Internal Auditor interim (TG /01/25)	13	Audit Fees	95.24	16-Dec	11.1	BACS	x	125.00	s111	1972 Local Government Act
TOTAL								2,058.41		
Transfer to Current Account from Deposit account										
Income since last meeting										
CCLA interest								302.66		
Total								302.66		
Statement Balances at 1st January			2025							
Co-operative Bank Current account								45,347.90		
Co-operative Bank Deposit account 1)								49,952.83		
Co-operative Bank Deposit account (2) new								0.00		
National Savings High Interest account(closed)								0.00		
CCLA (PSDF)								75,000.00		
TOTAL								170,300.73		
Uncleared /Cancelled cheques at 1 January			2025							
								0.00		
Total								0.00		
Revised Balance Bank Current Account			3 January 2025			45,347.90				
Payments due to be made in January			2025			approved under section				
R V Hudson – salary Dec	7	Clerk Net Salary	96.24	13-Jan	11.1	BACS		719.26	s 5	1963 Local Government (Financial provisions) Act
R V Hudson – expenses, office allowance Dec	9	Clerk Expenses	97.24	13-Jan	11.1	BACS		76.20	s112(2)	1972 Local Government Act
Inland Revenue – clerk's tax /NIC Dec	8	Clerk Tax/Ni	98.24	13-Jan	11.1	BACS		199.29	s111	1972 Local Government Act
Zzoomm(INV 398665) date 260125	12	Telephone/Broadband	99.24	13-Jan	11.1	BACS		36.43	s111	1972 Local Government Act
Robin Head (inv 1086) Dec	23	Grasscutting	100.24	13-Jan	11.1	BACS	-	0.00	s111	1972 Local Government Act
Tactical Facilities (INV SI -2)	23	Grasscutting	101.24	13-Jan	11.1	BACS		0.00	s111	1972 Local Government Act
Tactical Facilities (INV SI -2700)	22	ODC Dog Bin Service	102.24	13-Jan	11.1	BACS		5.70	s111	1972 Local Government Act
Meeting room the Ark (Dec Fin mtg)	19	Meetings	103.24	13-Jan	11.1	BACS		20.00	s137	1972 Local Government Act
Wei Med (Defib Battery (Invoice - I282521	56	Defib Maintenance	104.24	13-Jan	11.1	BACS		279.54	s111	1972 Local Government Act
Oxit Ltd (Inv 28467)	32	Web-Site/Social Media	105.24	13-Jan	11.1	BACS		280.86	s111	1972 Local Government Act
	13		106.24	13-Jan	11.1	BACS		0.00	s111	1972 Local Government Act
Total								1,617.28		
Anticipated Income										
CCLA (interest)								302.66		
Total								302.66		
Transfer to Deposit Account from current account										
Transfer to CCLA (PSDF) from Current Account (CO-OP)										
Transfer to Current Account from Deposit account										
Projected Financial Position as at 30th January 2025										
Co-operative Bank Current account								44,033.28		
Co-operative Bank Instant Access Deposit account (1)								49,952.83		
Co-operative Bank Instant Access Deposit account (2)new								0.00		
National Savings account(closed)								0.00		
CCLA (PSDF)								75,000.00		
TOTAL								168,986.11		
R V Hudson										
Clerk to the Council.										
1 January			2025							

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 01/01/2025		
	Cash in Hand 01/04/2024		130,698.24
	ADD Receipts 01/04/2024 - 01/01/2025		64,243.31
	SUBTRACT Payments 01/04/2024 - 01/01/2025		194,941.55
			24,675.22
	Cash in Hand 01/01/2025 (per Cash Book)		170,266.33
B	Cash in hand per Bank Statements		
	Petty Cash 01/01/2025	0.00	
	Cooperative Bank Current Account 01/01/2025	45,347.90	
	CCLA (PSDF) 01/01/2025	75,000.00	
	Cooperative Bank Deposit "B" 01/01/2025	0.00	
	National Savings and Investments 01/01/2025	0.00	
	Cooperative Bank Business Select 01/01/2025	49,952.83	
			170,300.73
	Less unrepresented payments		25,034.40
			145,266.33
	Plus unrepresented receipts		25,000.00
	Adjusted Bank Balance		170,266.33
	A = B Checks out OK		

