

MINUTES OF THE MEETING OF SHIPLAKE PARISH COUNCIL
HELD IN SHIPLAKE MEMORIAL HALL ON
MONDAY DECEMBER 9th, 2019 AT 7.45 PM.

- 1.** PRESENT :Cllr F Maroudas (Chairman) ,Cllr D Pheasant ,Cllr R Head, Cllr A Manning, Cllr R Curtis, Cllr J Stone and Cllr C Penrose , Cllr D Bartholomew(OCC), Cllr L Rawlins (DC)in addition there were 6 members of the public present .
- 2.** To receive any declarations of gifts & interests. Cllr Maroudas declared an interest in an item under planning (P19/S4193/HH) as he was the applicant.
- 3.** The minutes of the meeting of Shiplake Parish Council held on Monday November 11th 2019 T the following changes were noted under item 1 Cllr G Davies should read Cllr J Stone, an addition in item 10 to include the missing section of pavement opposite the Plowden Arms and in item 9 Cllr Penrose's comments about the references to village names in the NP draft document The minutes were then approved on a motion proposed by Cllr A Manning and seconded Cllr C Penrose.
- 4.** Matters arising from previous meetings not covered in meeting.
- 5.** Police matters. Cllr R Curtis reported just 2 incidents one on the Station and one in Woodlands Road
- 6.** To receive a report from Oxfordshire County Councillor D Bartholomew full report can be read [Here](#)
- 7.** Highway matters. Cllr Head requested relocating the HGV sign in Memorial Avenue to make it more visible and prevent drivers travelling along Memorial Avenue following an incident near the school where a car was damaged by fallen branch caused by an HGV. Clerk to contact OCC.**ACTION : Clerk**
- 8.** To receive a report from South Oxfordshire District: Cllrs Bartholomew and Rawlings report can be read [Here](#)
- 9.** To receive the minutes of the Shadow NP Committee and NP open forum. Cllr F Maroudas gave a brief update , draft plan to be circulated for comment , hope to publish before Xmas
- 10.** Open Forum: an opportunity for members of the public to address the Council on items on the agenda. Ms C Dale (SODC) outlined the use of CIL monies on development of leisure facilities within the village .Council requested a meeting with Ms Dale and a colleague to review the overall use of CIL monies on community infrastructure projects .**ACTION: Clerk.**
8.12pm The Chairman then closed the meeting to allow comment from members of the public present. Mr S Doble spoke of his concern to his livelihood of the decision by SODC to grant planning permission to utilise arable farmland as sports pitches .Several members of the public spoke supporting Mr Doble. A suggestion was made for Mr Doble to meet with representatives of the college/Phillimore estate management to see if a solution could be brokered . The open forum was closed at 8.36pm
- 11.** Special reports-planning. No Special Reports
- 12.** Planning
 - 1.To comment on any planning applications received since the meeting of the Planning Committee
P19/S4182/HH Field Cottage. Applicant :Trower, return by 12/12/19 :NO OBJECTION
P19/S2953/FUL Amendment 1 ,2.Orchard Close, return by 12/11/19 :NO OBJECTION with comments
P19/S4193/HH 2-3 Rivermead Cottages Applicant : F Maroudas, return by 16/12/19 :NO OBJECTION subject to Flood Officers report
Recommendations were approved on a motion proposed by Cllr C Penrose and seconded by Cllr D Pheasant
- 13.** Financial Matters.
 1. To approve payments for December (Appendix 1 attached) Cllr Pheasant requested confirmation that the Bluestone invoicing was within the agreed quotation .Clerk to review .**ACTION : Clerk**The payments were approved on a motion proposed by Cllr F Maroudas and seconded by Cllr A Manning

2. To review and approve November Bank Statement(Appendix 2 attached) The Statement was approved on a motion proposed by Cllr F Maroudas and seconded by Cllr R Head
 3. To approve Bank reconciliation.(Appendix 3 attached) The Bank reconciliation was approved on a motion proposed by Cllr F Maroudas and seconded by Cllr A Manning
 4. To consider Grant Request from Shiplake Church for upkeep of cemetery grounds. (circulated by email) carried forward to January meeting provisionally approved £3000 on a motion proposed by Cllr F Maroudas and seconded by Cllr A Manning, subject to meeting with Rev Thewsey, Cllr Penrose and Cllr Stone.
 5. To review CIL payments to date (circulated)(Appendix 4 attached)
 6. To review draft budget circulated. A Finance working group meeting was set up for Wed 18th December to review budget figures and determine precept request.
- 14.** Recreation grounds Cllr R Curtis to report on the condition of equipment at Badgers Walk and Memorial Hall. Councillors to consider refurbishment of Memorial Hall Playground following last month's meeting .To consider 3 quotations received to replace fencing at MH playground Prices ranged from £2595.56 to £5344.80,Council approved quotation from Oxfordshire garden contractors representing best value for money Clerk to confirm .**ACTION : Clerk**
Council also approved quotation from Creative Play to replace 4 swings in Badgers Walk Playground at cost of £888.00
Clerk requested to contact House owner with overhanging branches to state that if no action then contractors would be employed, and costs passed on to house owner .**ACTION: Clerk**
Cllr R Curtis reported that the weed clearance would now take place in the spring in growing season.
- 15.** AONB Cllr R Head nothing further to report from John Howell MP due to election purdah.
- 16.** Footpaths .Footpath Report – December 2019 Mr G Jones
No significant changes since the last report.
I have established contact with the OCC Field Officer (Jackie Smith) and informally discussed some footpath aspects with her.
Regarding actions agreed at last meeting:
- The Parish Clerk has obtained agreement to the transfer of relevant footpaths from Harpsden Parish Council to Shiplake Parish Council following the boundary re-organisation of 2014. I have drafted a letter to go to OCC requesting these revisions to be made at the next convenient opportunity.
 - Letters drafted to go to the owners of properties adjacent to the part of footpath #4 (level crossing to Bolney Road) where the width is excessively restricted by overgrowth. I will follow up as appropriate (via Parish Clerk where formal correspondence is required).
- Further actions taken / proposed:
- Folder for ROW documentation created in SPC Dropbox account. Link:
https://www.dropbox.com/sh/d913ognvq41mw3c/AADVl-TZLp0lAoc_Qmd2wfkua?dl=0.
This and previous reports together with the updated checklist and other relevant information can be viewed here.
 - Other sites identified as potential issues in last report to be reviewed and followed up or proposals for action made for next report (March SPC meeting).
- 17.** Memorial Hall /Nursery – Cllr A Manning reported that the MH is now a Charitable Incorporated Organisation (CIO) effective from 1/1/20.Council discussed Nursery funding and agreed to offer a Grant of £6000 unanimously approved on a motion proposed by Cllr R Curtis and seconded by Cllr D Pheasant.
- 18.** Correspondence.
- 19.** Items of interest or for future discussion.
There being no other items of business the \chairman closed the meeting at 10.49pm

R.V. Hudson.
Clerk to the Council.

APPENDIX 1

SHIPLAKE PARISH COUNCIL		STATEMENT OF ACCOUNTS			1	December	2019	
		Paid Out in	November	2018	Cheque nos	cash		
R V Hudson – salary October		59.19			BACS	y	469.10	s 5 1963 Local Government (Financial provisions) Act
R V Hudson – expenses, office allowance.October		60.19			BACS	y	79.35	s112(2) 1972 Local Government Act
Inland Revenue – clerk's tax October		61.19			BACS	y	117.20	s111 1972 Local Government Act
Mr Robin Head (Grasscutting)		62.19			102778	y	25.00	s111 1972 Local Government Act
Royal British Legion(Grant)		63.19			102779	y	350.00	s137 1972 Local Government Act
Bluestone Planning		64.19			BACS	y	4410.00	s111 1972 Local Government Act
Broadband		65.19			DD	y	32.00	s111 1972 Local Government Act
TOTAL							5,482.65	
Transfer to Current Account from Deposit account								
Income since last meeting								
untaxed interest Business account								
untaxed interest N S & I account								
CIL								
Total							0.00	
Statement Balances at	1st	December	2019					
Co-operative Bank Current account							30,690.75	
Co-operative Bank Deposit account							72,693.18	
National Savings High Interest account							24,147.70	
TOTAL							127,531.63	
Uncleared /Cancelled cheques at	1	December	2019					
Total							0.00	
Revised Balance Bank Current Account	1	December	2019				30,690.75	
		Payments due to be made in	December	2019				approved under section
R V Hudson – salary November		66.19			cheque no			
R V Hudson – expenses, office allowance.November		67.19			BACS		469.10	s 5 1963 Local Government (Financial provisions) Act
Inland Revenue – clerk's tax November		68.19			BACS		102.05	s112(2) 1972 Local Government Act
Mr Robin Head (Grasscutting)		69.19			BACS		117.20	s111 1972 Local Government Act
Sue Ryder Grant		70.19			102780		50.00	s111 1972 Local Government Act
SLCC subscription		71.19			102781		250.00	s137 1972 Local Government Act
Bluestone Planning		72.19			102782		126.00	s111 1972 Local Government Act
Shiplake ,Dunsden,Harpsden Sick Poor Fund (Grant)		73.19			BACS		5801.88	s111 1972 Local Government Act
Broadband		74.19			102783		250.00	s137 1972 Local Government Act
					DD		32.00	s111 1972 Local Government Act
TOTAL							7,198.23	
Anticipated Income							0.00	
Transfer to Deposit Account from current account								
Transfer to Current Account from Deposit account								
		Projected Financial Position as at	31st	December	2019			
Co-operative Bank Current account							23,492.52	
Co-operative Bank Deposit account							72,693.18	
National Savings account							24,147.70	
TOTAL							120,333.40	
R V Hudson								
Clerk to the Council.								
	1	December	2019					

APPENDIX 2

Account:	0890166100533200-SHIPLAKE PARISH																		
Date Range:	From : 01/11/2019	To : 30/11/2019																	
Today's Cleared Balance	30,690.75																		
Today's Uncleared Balance	30,690.75																		

The co-operative bank

Customer: SHIPLAKE PARISH COUNCIL(B11RYJ)

Date : 03/12/2019

Transactions

Date	Description	Bank Reference	Customer Reference	Credit	Debit	Additional Information	Running Balance
06/11/2019	Direct Debit	FS604960401X039	EE BROADBAND		32.00	273661	36141.40
13/11/2019	Standing Order	clerk tax	HMRC CUMBERNAULD		117.20	08321012001039	36024.20
13/11/2019	Standing Order	clerk expenses	R HUDSON		79.35	09012701907526	35944.85
13/11/2019	Standing Order	clerk salary	R HUDSON		469.10	09012701907526	35475.75
13/11/2019	Standing Order	INV 596	BLUESTONE PLANNING		4410.00	40453671297805	31065.75
21/11/2019	Cheque	0010193479870000	102778		25.00	070436	31040.75
29/11/2019	Cheque	0010471635870000	102779		350.00	256322	30690.75

APPENDIX 3

SHIPLAKE PARISH COUNCIL			
Prepared by: R Hudson			Date:
Name and Role (Clerk/RFO etc)			
Approved by: Cllr F Maroudas (Chair)			Date:
Name and Role (RFO/Chair of Finance etc)			
Bank Reconciliation at 01/12/2019			
Cash in Hand 01/04/2019			77,266.79
A			
Receipts 01/04/2019 - 01/12/2019			74,942.11
			152,208.90
SUBTRACT			
Payments 01/04/2019 - 01/12/2019			24,677.27
A	Cash in Hand 01/12/2019		127,531.63
	(per Cash Book)		
Cash in hand per Bank Statements			
	Cash	31/10/2019	0.00
	Cooperative Bank Current Account	01/12/2019	30,690.75
	Cooperative Bank Business Selection	01/12/2019	72,693.18
	National Savings and Investments	01/12/2019	24,147.70
			127,531.63
Less unrepresented cheques			0.00
			127,531.63
Plus unrepresented receipts			0.00
B	Adjusted Bank Balance		127,531.63
A = B Checks out OK			
Created by  Scribe			

APPENDIX 4

Community Infrastructure Levy Annual Monitoring Report SHIPLAKE PARISH COUNCIL									
Year									
Monies received	CIL received	Parish Share	%	Payment Period	Date received	Expenditure		Balance	
Application Reference				1/04/2018-30/09/2018					
P16/S2593/FUL	6146.40	£921.96	0.15		27/12/2017		£921.96	£921.96	
P16/S2593/FUL	12292.80	£1,843.92	0.15		02/05/2018		£1,843.92	£2,765.88	
P17/S2130/FUL	29016.00	£4,352.40	0.15		23/04/2018		£4,352.40	£7,118.28	
P17/S2130/FUL	58032.00	£8,704.80	0.15		30/08/2018		£8,704.80	£15,823.08	
P17/S2479/FUL	6084.00	£912.60	0.15		19/03/2018		£912.60	£16,735.68	
P17/S4067/FUL	312.00	£46.80	0.15		28/02/2018		£46.80	£16,782.48	
		£16,782.48							
				1/10/2018-31/3/2019					
P16/S2593/FUL	12292.80	1843.92	0.15		06/11/2018		1843.92	£18,626.40	
P17/S2130/FUL	58032.00	8704.8	0.15		25/02/2019		8704.8	£27,331.20	
P17/S3024/FUL	8536.36	1280.45	0.15		18/10/2018		1280.45	£28,611.65	
P17/S3024/FUL	7072.73	2560.91	0.36		14/02/2019		2560.91	£31,172.56	
P18/S0483/FUL	3760.61	2064.09	0.55		05/11/2018		2064.09	£33,236.65	
P18/S0483/FUL	27521.24	4128.19	0.15		06/03/2019		4128.19	£37,364.84	
P18/S3052/FUL	12141.82	1821.27	0.15		06/03/2019		1821.27	£39,186.11	
		-1881.36					-1881.36	£37,304.75	
		20522.27							
P15/S3709/FUL	£29,250.00	£4,387.50	0.15		15/05/2019		£4,387.50	£41,692.25	
P17/S1948/FUL	£22,620.00	£3,393.00	0.15		15/05/2019		£3,393.00	£45,085.25	
P17/S3024/FUL	£17,072.73	£2,560.91	0.15		04/09/2019		£2,560.91	£47,646.16	
P18/S0483/FUL	£27,521.27	£4,128.19	0.15		04/09/2019		£4,128.19	£51,774.35	
		£14,469.60							