

SHIPLAKE PARISH COUNCIL.

Minutes of the Shiplake Parish Council meeting
which took place on Monday 11th March 2024
Shiplake Memorial Hall at 7.00 p.m.

- 1 **PRESENT** Cllr C Penrose (Chairman), Cllr D Pheasant, Cllr A Manning, Cllr D Miller, Cllr F Galton-Fenzi, Cllr J Stone, Cllr R Head, Cllr R Curtis: APOLOGIES: Cllr L Rawlings sent his apologies. IN ATTENDANCE Cllr D Bartholomew (OCC) Cllr M Giles (DC). There were no 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 on website or [HERE](#) The Clerk was requested to submit Councils objection to the proposal to extend the 30mph limit on the A4155 by Wyevale .ACTION : Clerk
- 4 **S.O.D.C.** Cllr M Giles gave his report, full report can be viewed on website or [HERE](#)
- 5 **MINUTES** Cllr D Pheasant noted that Council have amended their submission for P24/S0317/HH Abbotsbury House in the Planning meeting of 26th February 2024 the Clerk responded by saying this was recorded in the minutes of the Planning Group. Council then resolved to approve the minutes of the meeting held on Monday 12th February 2024 on a motion proposed by Cllr D Pheasant and seconded by Cllr D Miller
- 6 **OPEN FORUM:** There were no members of the public present
- 7 **PLAYGROUNDS** Cllr R Curtis reported that both playgrounds are in good condition some minor chalk graffiti in The MH playground. The Clerk updated Council on status of quotes for the swing's replacement at the BW playground
- 8 **POLICE MATTERS** Cllr R Curtis. reported 4 crimes in January. Full report can be viewed here [Crime Map.](#)
- 9 **HIGHWAY MATTERS.** Cllr D Bartholomew reported on all the highway issues. Cllr Manning reported that the solar powered 30mph roundel has been covered with fixed roundel Clerk requested to report on FMS. ACTION: Clerk
- 10 **PLANNING:** Council reviewed new applications received since Parish Council Planning meeting 26th February 2024
 - 1) **APPLICATIONS**
 - 1) [P24/S0727/HH](#) Chalcott New Road Shiplake Henley-on-Thames RG9 3LA RB 25th March 2024 NO MATERIAL OBJECTIONS (submission reference 260348)
 - 2) **DECISIONS.**
 - 1) P24/S0136/HH Brocks Way Permission Granted with 4 conditions
 - 2) P24/S0076/HH 33 Plowden ay Permission Granted with 4 conditions
 - 3) P23/S3630/FUL Heathfield Permission Refused on 4 grounds
 - 4) P24/S0168/S73 The Cottage Permission Granted with 4 conditionsCouncil resolved to approve the recommendations on a motion proposed by Cllr C Penrose and seconded by Cllr D Pheasant.
- 11 **FINANCIAL MATTERS.**
 1. Council resolved to approve the payments for March (Appendix 1) on a motion proposed by Cllr A Manning and seconded by Cllr R Curtis
 2. Council resolved to approve the February Bank Statement on a motion proposed by Cllr A Manning and seconded by Cllr R Curtis.
 3. Council resolved to approve the February Bank reconciliation. (Appendix 2) on a motion proposed by Cllr A Manning and seconded by Cllr R Curtis
 4. The Clerk reviewed the 4 quotes received for the appointment of an Internal Auditor. Council resolved to approve the appointment of Theresa Goss as our Internal Auditor for 2024/25 at an agreed fee of £250 on a motion proposed by Cllr C Penrose and seconded by Cllr R Curtis

- 12 **FOOTPATHS** Council resolved to approve the report submitted by Mr G Jones and requested the Clerk to thank Mr Jones for his report. ACTION: Clerk. The Clerk to contact Mr Doble to see if he can help with the flooded footpath by the gate on FP37. ACTION: Clerk
- 13 **AONB** Cllr D Pheasant gave a brief update on status of AONB extension application. Next meeting of Parishes will be on April 3rd, 2024.
- 14 **MEMORIAL HALL**. Cllr A Manning gave an update on plans for APM, reporting an issue has arisen in that the APM cannot start before 6pm. Council thanked Cllr Manning for all her preliminary work and resolved to retain the idea of a community/family event and revert the APM back to a normal weekday Clerk to determine Hall availability .in early/mid-May
- 15 **CORRESPONDENCE**.
- 1) Council discussed Rev Thewsey' s request in his email correspondence. Clerk to respond to Rev Thewsey. Council resolved to support the request for support for the ongoing rebuilding of the ancient wall to a value of £3000 on a motion proposed by Cllr C Penrose and seconded by Cllr D Pheasant.
 - 2) Footpath Bridge replacement Council reconfirmed commitment to support assisting with up to 50% of any shortfall (PC have offered c£1650)
 - 3) Council reviewed the email sent from Cllr G Butler on his resignation. Council to acknowledge receipt and note the comments made.
 - 4) The Clerk requested Councillors to forward examples of the issues they are having with the ShiplakePC.com email address to allow Oxford IT to diagnose and rectify, if possible, system.
 - 5) Cllr A Manning requested the Clerk to contact Henley Distillery to remove their un-approved advertising road sign.
- 16 **ITEMS OF INTEREST** or for future discussion.
- 1) Cllr D Pheasant reported that no further progress had been made on a tree preservation plan
- There being no other items of business the Chairman closed the meeting at 9.08 pm

R.V. Hudson.
Clerk to the Council.

15th March 2024

APPENDIX 1

SHIPLAKE PARISH COUNCIL			STATEMENT OF ACCOUNTS		1	February	2024	
		<u>Paid Out in</u>	<u>January</u>	<u>2023</u>	<u>Cheque nos</u>			
R V Hudson – salary December		94.23	08-Jan	11.1	BACS	x	693.64 s 5	1963 Local Government (Financial provisions) Act
R V Hudson – expenses, office allowance December		95.23	08-Jan	11.1	BACS	x	75.30 s112(2)	1972 Local Government Act
Inland Revenue – clerk's tax /NIC December		96.23	08-Jan	11.1	BACS	x	262.85 s111	1972 Local Government Act
Zoomm(INV 60091 date 260124)		97.23	08-Jan	11.1	BACS	x	31.91 s111	1972 Local Government Act
Robin Head Grasscutting (inv1086-)		98.23	08-Jan	11.1	BACS	-	0.00 s111	1972 Local Government Act
Tactical Facilities (Grasscutting) INV SI-1115 28/12	to be credited	99.23	08-Jan	11.1	BACS	x	72.00 s111	1972 Local Government Act
Tactical Facilities (Grasscutting) INV SI-1134		100.23	08-Jan	11.1	BACS	x	5.70 s111	1972 Local Government Act
Shiplake memorial Hall (SMH -2023-193)		101.23	08-Jan	11.1	BACS	x	63.23 s111	1972 Local Government Act
HAGS retention release (289759)		102.23	08-Jan	11.1	BACS	x	2301.00 s111	1972 Local Government Act
Henley Town Council(inv 16192)		103.23	08-Jan	11.1	BACS	x	2229.50 s111	1972 Local Government Act
OXT (inv 25160)		104.23	08-Jan	11.1	BACS	x	66.00 s111	1972 Local Government Act
TOTAL							5,801.13	
Transfer to Current Account from Deposit account								
Income since last meeting							2.00	
NS&I Interest								
Total							0.00	
Statement Balances at 1st February 2024								
Co-operative Bank Current account							35,398.16	
Co-operative Bank Deposit account							73,918.18	
National Savings High Interest account							24,541.39	
TOTAL							133,857.73	
Uncleared /Cancelled cheques at 1 February 2024								c
							0.00	
Revised Balance Bank Current Account							35,398.16	
Payments due to be made in February 2024								approved under section
R V Hudson – salary January		105.23	12-Feb	11.1	BACS		693.64 s 5	1963 Local Government (Financial provisions) Act
R V Hudson – expenses, office allowance January		106.23	12-Feb	11.1	BACS		64.50 s112(2)	1972 Local Government Act
Inland Revenue – clerk's tax /NIC January		107.23	12-Feb	11.1	BACS		188.22 s111	1972 Local Government Act
Zoomm(INV date 260224)		108.23	12-Feb	11.1	BACS		31.91 s111	1972 Local Government Act
Tactical Facilities (Grasscutting) INV SI-1107-22/12	voided	109.23	12-Feb	11.1	BACS	72	0.00 s111	1972 Local Government Act
Tactical Facilities (Grasscutting) INV SI-949		110.23	12-Feb	11.1	BACS		5.70 s111	1972 Local Government Act
Tactical Facilities (Grasscutting) INV SI-1047		111.23	12-Feb	11.1	BACS		5.70 s111	1972 Local Government Act
Tactical Facilities (Grasscutting) INV SI-1177-15/04	voided	112.23	12-Feb	11.1	BACS	72	0.00 s111	1972 Local Government Act
Shiplake Memorial Hall (January inv 2024-16)		113.23	12-Feb	11.1	BACS		125.00 s111	1972 Local Government Act
Keep safe (Royal Mail)		114.23	12-Feb	11.1	BACS		64.00 s111	1972 Local Government Act
Oxt (invoice 25471)		115.23	12-Feb	11.1	BACS		375.09 s111	1972 Local Government Act
Scribe (Annual Subscription)		116.23	12-Feb	11.1	BACS		414.72 s111	1972 Local Government Act
Total							1,968.48	
Anticipated Income								
HBUG							495.60	
Total							495.60	
Transfer to Deposit Account from current account							0.00	
Transfer to Current Account from Deposit account							0.00	
Projected Financial Position as at 29th February 2024								
Co-operative Bank Current account							33,925.28	
Co-operative Bank Deposit account							73,918.18	
National Savings account							24,541.39	
TOTAL							132,384.85	
R V Hudson Clerk to the Council.								
1 February 2024								

APPENDIX 2

6 February 2024 (2023-2024)

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 06/02/2024		
	Cash in Hand 01/04/2023		120,620.82
	ADD Receipts 01/04/2023 - 06/02/2024		76,732.21
	SUBTRACT Payments 01/04/2023 - 06/02/2024		197,353.03 62,999.70
	Cash in Hand 06/02/2024 (per Cash Book)		134,353.33
B	Cash in hand per Bank Statements		
	Petty Cash 06/02/2024	0.00	
	Cooperative Bank Current Account 06/02/2024	35,398.16	
	National Savings and Investments 06/02/2024	24,541.39	
	Cooperative Bank Business Select 06/02/2024	73,918.18	
B			133,857.73
	Less unrepresented payments		
			133,857.73
	Plus unrepresented receipts		495.60
	Adjusted Bank Balance		134,353.33
	A = B Checks out OK		