

**MINUTES OF THE MEETING OF SHIPLAKE PARISH COUNCIL HELD IN SHIPLAKE
MEMORIAL HALL
ON MONDAY FEBRUARY 10th 2014 AT 7.45 P.M.**

1. **PRESENT** Mr T Taylor(Chairman) ,Mr G Thomas ,Mr R Head, Mr C Smith ,Mr G Davies, Mrs J Arnott, Mr D Pheasant ,Mr D Bartholomew(OC) and Mr M Leonard(DC).Mr F Maroudas and Mrs A Law sent their apologies
2. **DECLARATIONS OF GIFTS & INTEREST.** Councillors were given the opportunity to declare any gifts or interest in any item on the Agenda. None Declared
3. **MINUTES OF THE MEETING HELD ON MONDAY, JANUARY 13th 2013**
The following changes were noted: Item 1 should have read **PRESENT** Mr T Taylor, Mr C Smith, Mr D Pheasant, Mrs J Arnott, Mrs A Law, Mr R Head, Mr M Leonard (DC) and Mr D Bartholomew (OCC). Mr G Thomas, Mr F Maroudas and Mr G Davies sent their apologies.
Item 7.4(b) line 1 t should read to, Item 7.4(c) line 1 register should read register .Item 6.8 line 3 stabilished should read established .The minutes were then approved on a motion proposed by Mr T Taylor and seconded by Mr R Head.
4. **MATTERS ARISING FROM PREVIOUS MEETINGS**
 1. Mr D Pheasant said there was a discrepancy with the figure quoted for the boundary survey results in last month's minutes and the figures quoted in the Newsletter, whilst correct at time of writing minutes they should now read as 24/32 responses were in favour following two additional inputs.
 2. Mr R Head gave a brief update on the proposal to review the AONB boundaries due to the last review being 25 years ago and the area is regarded as one of particular natural beauty by village residents affecting not only Shiplake but the 3 neighbouring parishes. Council agreed to progress on the basis of a joint approach with the other parishes, as they had coincidentally also expressed interest in reviewing the boundaries.
 3. Cycle Path Feasibility Study .nothing to update at this stage
 4. Flooding Data and Flood Forum discussed under Mr D Bartholomew's report
5. **POLICE MATTERS.**

SHIPLAKE PC REPORT JANUARY 2014

- 03/01 – A4155, branch hanging in road.
- 03/01 – MEMORIAL AVENUE, tree in road.
- 04/01 – BROCKS WAY, suspicious white Mercedes Sprinter.
- 09/01 – SHIPLAKE, lady fallen in water.
- 13/01 – A4155, non-stop RTC.
- 16/01 – BOLNEY ROAD, cold-callers.
- 16/01 – MILL ROAD, pothole reported.
- 22/01 – A4155, injured deer.
- 25/01 – MILL ROAD, tree fallen in road.
- 25/01 – MEMORIAL AVENUE, tree fallen in road.
- 28/ 01 – STATION ROAD, parking obstruction.

6. O.C.C. Cllr D Bartholomew -.

Mr D Bartholomew submitted the following report:

GENERAL OCC REPORT

1. THE BUDGET

The Cabinet meeting on 28th January attracted a large number of protesters, some of whom addressed the meeting to explain why OCC should not cut certain areas of expenditure. The proposals will be debated by all Councillors on 18th February 2014, when a Budget is set by the Full Council. Since 2010, we have saved £127 million, with plans set to save another £74 million over the next few years. Despite this, further cuts to our budget by Central Government mean we must find another £64 million, bringing the total reduction to £265 million.

2. HOME TO SCHOOL TRANSPORT

The Education Scrutiny Committee met on 4th February and voted to recommend to Cabinet

that free home to school transport was restricted to the nearest available school, with a phased introduction from September 2015, meaning no child currently at school will be affected. At a special meeting later that day, the Cabinet voted to accept the Education Scrutiny Committee's recommendation, and that will now form part of the budget proposals. These measure represent savings potentially as high as £2M per annum.

3. WINTER RESILIENCE & FLOODING

In January, we usually expect to be dealing with snow and ice but this year we have had to deal with major flooding across the county. Staff in relevant departments across the council have provided a 24 hour service during the flooding period. A special summit to bring all parties together to find a solution to the problems that the flooding has caused is being held on Saturday 1st March. The Parish Council has the forms to supply input to the meeting. OCC is lobbying the Environment Agency and central government to provide funding for more flood alleviation schemes across the county. The Clerk was requested to draft a submission on behalf of Council and circulate to Mr G Thomas and Mr T Taylor for comment **ACTION: Clerk**

4. CITY DEAL

The announcement of the Oxfordshire City Deal means that around £55.5m of government funding can now be controlled locally to boost innovation and business growth, create jobs and help secure Oxfordshire's place as a world leader in technology, knowledge and expertise. Ultimately the deal is expected to be worth over £1.2 billion when private sector investment is taken into account. Funding will support a raft of measures to support business, with skills training, transport infrastructure and accelerated building of new 7,000 new houses to back up ambitious expansion plans for the county. Full details of the City Deal can be found on the County Council website City Deal.

5. CUTTING COSTS THROUGH SHARING PROPERTY

In order to make savings, the County Council is making better use of its property by moving staff and sharing space with Districts. A deal struck between the county council and the Vale of White Horse District Council means Children, Education & Families and Social & Community Services staff will move into Abbey House in central Abingdon. The deal is an excellent result for both councils and our customers, making Abbey House home to a "one stop-shop" for residents.

6. HEALTH SCRUTINY

The Oxfordshire Joint Health Overview Scrutiny Committee is looking for three members of the public to join Councillors in scrutinising how healthcare is provided in the County. Those interested in becoming a co-opted member for a two-year term in the non-political role from April 1 2014 should have a good knowledge of the local health system, an awareness of the challenges it faces and be able to have a wide view of how health services affect the whole county. More information at

<http://www.oxfordshire.gov.uk/cms/news/2014/jan/help-scrutinise-health-issues-oxfordshire>

SPECIFIC REPORT FOR SHIPLAKE

7. SPEED CAMERA NEAR PLOWDEN ARMS

Geoff Thomas and I met with Anthony Kirkwood (OCC Road Safety Engineering Team) and David Greer (Shiplake College Estate Manager) and agreed a potential new site for the speed camera. This is opposite the college entrance and the camera would face north, drawing power from the college-owned house. Anthony will now arrange for a site inspection by the camera supplier to confirm suitability of the site.

8. POTENTIAL THIRD READING BRIDGE

Reading Borough Council, Reading residents and Reading MP Rob Wilson are forcing this matter up the political agenda. A motion calling for the bridge to move ahead has been passed by Reading Borough Council, Reading residents have an online petition with thousands of signatures and Rob Wilson has held a public meeting. The OCC and SODC position (which I wholly endorse) is that a bridge without supporting infrastructure will simply move traffic from

Reading into South Oxfordshire, with the A4155 and B481 suffering in particular. .Mr J Howell MP has requested a response from Council .Council agreed that response submitted in 2009 was still valid and that the Clerk should respond with that position .ACTION: Clerk

9. EXPERIMENTAL TRAFFIC ORDER

As reported at the last meeting, the schedule has again slipped. David Tole says again that he has written to the PC and that the matter will now be on the agenda for the Decisions Meeting in February. I asked for an explanation why four consecutive Decisions Meeting have been missed and was advised it was due to excessive workload. I can escalate the matter, but as it has no real immediate consequence for the village I will not do so unless the PC requests it.

10. SHIPLAKE PUBLIC FOOTPATHS 7 & 36 (MILL LANE)

The OCC Field Officer had written to the relevant property owners stating that action should be taken to remove unofficial signs and obstructions by early January. In response to a request from Councillor Maroudas, I asked the ROW team that signage/obstructions on the restricted byway were checked at the same time the footpath action was taken, and it was agreed this would be done. However, the inspection has been postponed pending the end of the current flood conditions.

11. COUNCILLOR COMMUNITY BUDGET

I have been pleased to support the application from Shiplake PC for £1750 to cover Villages Plan print costs and the application from Wargrave & Shiplake Regatta for £500 for training punt restoration. Both of these applications have been successful. I have also advised the fund managers that should some of the applications I am expecting from other parishes not come forward, I would also support a further application from Shiplake PC for £1500 for website development.

7. S.O.D.C. – Cllr. M. Leonard.

Mr Leonard reported:

1. Flooding is major issue, with particular concern in areas such as Shiplake Sonning Eye, Maidenhead and between Didcot and Oxford .Sandbags have been supplied to all areas requesting them.
2. Waste collections have been and are likely to be disrupted due to the flooding.
3. The relocation of VOWH officers to Crowmarsh has now been completed.
4. A new street trading policy is out for consultation , this is not currently a problem in Shiplake applies to peripatetic services such as ice cream vendors , fish and chip and kebab vans etc. all now will require consent
5. In the recently issued Village Plan report it implies that SODC are responsible for weed control which is not strictly true this is an OCC responsibility, however SODC are committed to another deep clean in the village which in the past has been well received. Also Hedge trimming is an OCC responsibility rather than SODC.

8. OPEN FORUM

9. SPECIAL REPORTS-PLANNING.

10. PLANNING

1. Council discussed the submission from Vortal properties :
 - a) Mr Leonard stated that the electorate were extensively consulted through the development of the Shiplake Villages Plan ,that SODC has over 5 years land supply and whilst we accept that the SHMA will likely mean SODC will have to meet a further housing requirement ,this will be done by revising the Core Strategy and until the new strategy is approved the existing strategy will apply.in further support of the Core strategy
 - b) SODC do pass on New Homes Bonus to Parishes. £200,000 has been handed over to Cholsey and Chinnor parishes for community benefits. Council requested the Clerk to respond to Mr Heron ACTION : Clerk
2. Council discussed the recent email Communication from Mrs C Engbers.
 - a) The request to consider the boundaries of the Chilterns AONB did originate with Shiplake Parish Council on the basis that it was last reviewed 25 years ago and the Parish Council

consider the area in which we live to be one of great natural beauty and therefore we would be failing in our duties if we did not try to maintain the integral beauty of the area.

- b) There are no proposals at this stage but discussions are planned to start in due course with 3 neighbouring Parish Councils who are also of a like mind regarding a review of the AONB boundaries.
 - c) Ref the possible Parish Boundary Changes: Mrs Engbers mentions that she has “a number of documents that refer to the change being motivated in an attempt to obstruct development”. Council to request a copy of such documents. Council requested the Clerk to respond to Mrs Engbers **ACTION : Clerk**
3. Council discussed the Community Governance proposals submitted by Harpsden PC to adopt Woodlands Rood as the revised boundary between Harpsden and Shiplake .Council supported the proposal and requested the Clerk to contact Mr Buckle advising him of the support **ACTION : Clerk**
4. Working Party Planning Report January 2014

A. APPLICATIONS

P13/S3963: Appletree Cottage, Mill Road, Lower Shiplake

Applicant: Mrs K Robinson Type: Other

Proposal: Ground floor minor extensions to front and side of garage and infill to patio at rear, plus first floor extensions to garage and rear elevation to master bedroom.

Recommendation: **NO STRONG VIEWS.**

P14/S0036: Lashbrook Leys, Mill Road, Lower Shiplake

Applicant: Mr M Hall Type: Other

Proposal: Erection of summerhouse in rear garden.

Recommendation: **NO STRONG VIEWS.**

P14/S0143: Banksia, Station Road, Lower Shiplake

Applicant: Mr R Partridge Type: Other

Proposal: Erection of detached single garage.

Recommendation: **NO STRONG VIEWS**

On a motion proposed by Mr T Taylor and seconded by Mrs J Arnott, Council approved the Planning recommendations’

B. OTHER

1. Letter sent to JHHNP re issue of Thames Farm, Wyevale and Mount Ida. Harpsden PC has formally supported our position. Response received from JHHNP.-Council discussed response and felt that a major point had been ignored .Council requested Mr G Thomas to draft a further response to Councillor Hinke. **ACTION : Mr G Thomas**
2. Invitation to attend HTC governance meeting .Council will attend when a formal invitation is received
3. The JHHNP are proposing to develop Wyevale site as Brownfield site for Industrial Units with living accommodation above .Mr G Thomas requested Mr M Leonard to clarify the precise definition of the planning permission status of the Wyevale site in relation to the Core Strategy **ACTION Mr M Leonard**

C). DETERMINATIONS.

None received at time of writing.

11. FINANCIAL MATTERS.

1. A copy of the financial statements for February 2014 and YTD Vs Budget were reviewed

2. The following payments require approval :

R V Hudson – salary January	103.14	330.96
R V Hudson – expenses, office allowance. January	104.14	84.30
Inland Revenue – clerk’s tax & NIC January	105.14	220.40
Fericon printing SVP report	106.14	1,750.00
Staples Business Account	107.14	20.00
Shaw & Sons (minute book loose leaf)	108.14	91.19
Broadband	109.14	25.70
Mobile Phone	110.14	16.01
Mobile phone ins	111.14	3.99

The payments, monthly accounts and YTD position were approved on a motion proposed by Mr T Taylor and seconded by Mr C Smith

3. FWP report on a) risk assessment, b) review financial regulations and c) internal audit review.

4. Assets of Community Value On a motion proposed by Mr T Taylor and seconded by Mr C Smith

Council agreed to register the following as Assets of Community Value under the Localism Act :Baskerville Arms, Plowden Arms , Corner Shop, Butchers and Garage and advise the owners of Council’s action .

ACTION : Clerk

12. MATTERS FOR CONSIDERATION.

117/14 HIGHWAY MATTERS.

1. New bridge linking A329 (M) to Playhatch/Caversham Park Village. This item discussed under item 6.8 .Mr D Bartholomew’s report.
2. School Zig-Zag Lines: Mr G Thomas advised that our PCSO had reported to him that the police could not enforce no parking on these lines at the school without the appropriate signs (and traffic order from OCC). Mr D Bartholomew was requested to obtain a response from OCC Highways as this would appear to be a county-wide problem, with schools in neighbouring parishes such as Kidmore End experiencing the same issue.

ACTION : Mr D Bartholomew

118/14 MODEL CODE OF CONDUCT.

119/14 RECREATION GROUNDS/OPFA

1. Badgers Walk - Mr C Smith to report on the condition of the equipment and general condition of the playground.
2. Memorial Hall. Mrs Law had submitted the following report. The gate problem is as before reported but two more issues have arisen. One of the uprights is missing from the fence and a parent on site informed me that she had seen toddlers playing backwards and forwards through the gap – an obvious safety issue. She kindly went round the site with me and pointed out graffiti written on the top level of the climbing feature. Looking at the surface of this structure I feel that the surface has become too slippery and would benefit from a clean. Mr G Davies offered to utilise College resources to fix the matters raised.

120/14 FOOTPATHS

1. The adoption process of unofficial footpath from New Road to Badgers Walk has now been clarified following a call to Open Space Clerk to update.

121/14 SHIPLAKE – DEVELOPMENT OF FACILITIES.

Projects for improving facilities within village

Phase 1

1. LASHBROOK RESERVE: brought forward from last meeting ,Mr G Thomas updated Council

Phase 2

2. **BROADBAND UPDATE: Broadband Update:** OxOnline's project team have informed us that fibre broadband is scheduled to be installed in Shiplake during 2014. There will be two phases of the work, with both projected to complete by the end of the year. The existing BT cabinets in Mill Road and at the corner of Station Road and Northfield Avenue will be the connection points. More information will be available in the February Newsletter and on the new website.

3. **Village Plan Update:** Report delivered by 31/01/14 as scheduled. The volunteer 'Thank You' event is scheduled for 28th February. Initial feedback from residents to date is that it is a very good/excellent document. Assumption is that the recommendations therein and the Council's views will be an agenda item for APM on 1st May. Due to catering costs the venue for the event has been rescheduled to Shiplake College pavilion .Mr D Oliver and the Clerk to advise attendees of the change of venue. ACTION :Clerk
4. **Village Website:** The 'live date' will be the **14th February**, as communicated via the 3rd phase promotional literature delivered with the SVP Report and posters placed throughout the villages. The launch is also featured in the February Newsletter. Testing of the software is still underway with a 'freeze' on software and content planned for 9th February. Training of content providers will be scheduled after launch.
All councillors to register on the website as soon as launch takes place but are not eligible for incentive prizes very kindly donated by The Baskerville and The Plowden Arms. Many thanks also to Gregg Davies and the Shiplake College staff for enormous help in the production of the promotional materials leading up to the launch.
5. **Newsletter update** Latest extended issue of Newsletter has been produced and circulated
6. **Mr R Partridge Award.** Council agreed to make the award at the next Parish Council meeting in March .The Clerk was requested to confirm invites and the details .ACTION :
Clerk

Future Phases

- 6 CYCLEPATH.TO HENLEY.
- 7 TREE PRESERVATION
- 8 FOOTPATHS TO LINK EXISTING PATHS
- 9 FOOTBRIDGE WARGRAVE
- 10 TICKET MACHINE AT STATION.
- 11 FERRY
- 12 VILLAGE FESTIVAL/STREET PARTY Planned
- 13 NEW PLAY AREA LOWER SHIPLAKE RECREATION AREA
- 14 VILLAGE BOAT CLUB -SLIPWAY
- 15 VILLAGE GREEN-MEADOW
- 16 AFFORDABLE HOUSING SURVEY-BETTER MIX OF HOUSING----COMMUNITY PLAN
- 17 HIGHWAYS DEVELOPMENT OF SAFER CROSSING AT MEMORIAL AVENUE AND STATION ROAD/WAR MEMORIAL

122/14 ENVIRONMENTAL MATTERS.

123/14 S.O.D.C.

1. South Town and Parish Forum (November 2013) Report circulated by email.

124/14 OCC

1. Council to review and determine action on the Consultation draft Rights of Way Management Plan received from OCC.Council agreed for Mr G Thomas to draft a submission on behalf of Council

125/14 O.A.L.C. /O.R.C.C.

1. Latest OALC members update circulated by email
2. Latest News from ORCC – February 2014 (members) circulated by email

126/14 MEMORIAL HALL

1. Mr Head reported The AGM will take place on Monday 17th at 7.30pm

127/14 CHILTERN SOCIETY/CPRE

1. Chiltern Society email newsletter February 2014 circulated by email
2. CPRE newsletter February 2014 circulated by email

128/14 DEFRA & OTHER GOVERNMENT CORRESPONDENCE

129/14 TOWNLANDS & OXFORDSHIRE PCT.

13. CORRESPONDENCE

1. Request from Mrs A Law. To propose the following motion :that if Mr G Davies is appointed as an associate Governor of the Primary School he should become Councillor with special responsibility for the Primary School for the Parish Council in place of Mrs A Law and her impending retirement from Council .Council supported the motion.

14. ITEMS OF INTEREST OR FOR FUTURE DISCUSSION.

1. The Chairman requested that an in depth discussion on the Village Plan should take place at March meeting and requested Mr C Smith to lead the discussion

There being no other items the chairman closed the meeting at 10.06pm

R.V.Hudson.

Clerk to the Council.

18/02/2014

DRAFT