

**MINUTES OF THE MEETING OF SHIPLAKE PARISH COUNCIL HELD IN SHIPLAKE
MEMORIAL HALL
ON MONDAY SEPTEMBER 8th 2014 AT 7.45 P.M.**

- 1. PRESENT:** Mr T Taylor (Chairman) Mr G Thomas, Mr D Pheasant, Mr F Maroudas ,Mr G Davies, Mrs J Arnott, Mr R Head, Mr C Smith and Mr D Bartholomew (OCC). Mr M Leonard(DC) , 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. The Full Council declared an interest in the Planning Application of Councillor Maroudas and excluded themselves from any comments.
- 3. MINUTES OF THE MEETING HELD ON MONDAY, JULY 14th 2014** were approved on a motion proposed by Mrs J Arnott and seconded by Mr R Head.
- 4. MATTERS ARISING FROM PREVIOUS MEETINGS**
 1. Mr R Head reported that the grips and ditches in Shiplake Row/Plough Lane /Memorial Avenue need to be cleared to prevent flooding
- 5. POLICE MATTERS.**

Report from PCSO Ashley Richardson:

 1. URN 548 06/08 Boat Sunk just up from Shiplake lock, many items floating off the boat, No one hurt just damage to the property
 2. URN 367 08/08/14 Aggressive door salesmen. No further action taken
- 6. O.C.C. Cllr D Bartholomew** submitted the following report

1. COUNTY'S THRIVING FAMILIES SCHEME ON NATIONAL STAGE

Oxfordshire County Council's Thriving Families project is set to expand ahead of schedule after the Government named it as one of the best performing in the country. The scheme is part of a national initiative to identify the families most in need of help within society and directly tackle problems such as crime and antisocial behaviour, poor school attendance and unemployment. It is also aimed at making long-term savings by reducing the financial burden these issues place on society.

2 EXAM RESULTS: 'A' LEVELS & GCSES

'A' LEVELS

Thousands of students received their 'A' level results on 14th August. Provisional data shows that results are similar to 2013 with 93% achieving at A*-E in at least two or more subjects. Around 43% have achieved two or more 'A' levels at A*-B. Confirmed results are always published later in the year.

GCSES

On 21st August more than 6000 Oxfordshire students received their GCSE results. The Government has introduced a number of changes to the system so the County Council will only be able to provide the A*-C percentage after the results are verified in the autumn. At this stage the council has received a mix of results from schools and academies, with some reporting their 'best results', and others reporting results based only on 'first exams' taken.

3 CHANGES TO ELECTORAL REGISTRATION

Since 10th June, the voter registration system in England and Wales has changed. Previously the 'head of the household' was required to register all its eligible residents. The new system, known as IER, requires that everyone is individually registered using their National Insurance number and date of birth. The Government has stated that 35 million voters will automatically be transferred using the Department of Work & Pensions database. More information is available here (including a link to register): <https://www.gov.uk/government/news/biggestchange-to-voter-registration-in-a-generation>

4 MAJOR CYCLING RACE THROUGH SOUTH OXFORDSHIRE

The Friends Life Tour of Britain passes through the area on Friday 12 September. At lunchtime Stage 6 of the tour will enter Oxfordshire near Wantage and head through Blewbury, where there will be a midstage sprint, and then on to a category 2 climb at Chinnor Hill.

More information at

<https://www.oxfordshire.gov.uk/cms/news/2014/aug/southern-oxfordshire-welcome-friends-life-tour-britain>



SPECIFIC REPORT FOR SHIPLAKE

5 BLANKET 20MPH SPEED LIMIT

The PC Chairman and I met with the road safety officer in late July. The following process was agreed:

- Speed surveys to be commissioned (locations were subsequently finalised)
- Survey results to be discussed with police
- Consultation to follow
- PC to obtain agreement from private road owners if they are to be included.

The speed surveys are due to commence in a couple of weeks and the results should be available early October.

6 ADDITIONAL STREET LIGHTING

I would need more information before I could add my support to the SVP group request for more street lighting. Residents that thought it an important issue were split between people wanting more lighting and people wanting less (see extract from SVP below). Light pollution in rural and semi-rural areas is an area of increasing concern, aside from urbanisation issues.

Street lighting as an issue only made it into the top ten at number nine. While 42% of respondents thought it an important stand-alone issue only 8% ranked it in their top 3. Overall, while there may be some localised problems residents are generally satisfied with the current level of lighting. Indeed there were a number of comments to the effect that more lighting might adversely impact the rural character of our villages.

7 SPEED CAMERA NEAR PLOWDEN ARMS

The camera has been relocated and will be commissioned when the electrical supply has been connected (OCC awaiting response from college) and the road check marks painted.

8 BIX DUALS

Works to the Oxford bound side have now been completed and works have commenced on the Henley bound side. The programme is on schedule and should be completed by early December.

9 POTENTIAL THIRD READING BRIDGE

As previously advised, the second summit was held at the beginning of June and it was agreed Wokingham would lead on the traffic modelling and report back before the MPs' summer recess. Wokingham came back with inconclusive results and were asked to go away and do a more comprehensive analysis over the summer.

10 REPAIR OF ROAD BETWEEN PLAYHATCH ROUNDABOUT AND SONNING BRIDGE

The road was closed for part of a weekend in June for initial exploratory work. As a result of this a repair programme was drawn up with a start date of mid-September and planned **completion** around the end of October. The longer-term possibility of raising the road is still being evaluated.

7. S.O.D.C. – Cllr. M. Leonard. submitted the following report by email

- 1) Update on Street Clean I did pursue the lack of a Big Clean for most of Shiplake and did get action although the machinery was not available and only hand labour could be used. The area around the War Memorial was done in May but the excuse for not doing any more was that the PC had not replied to the request for them to advise areas to be covered. If SODC offer this service next year we must ensure that all pavement areas are requested to be cleaned and any other areas you require. SODC have no statutory duty to do this work, which was the duty of OCC, but felt there was an obvious need for it and decided to budget to carry it out. In the previous years we have received praise from Shiplake residents and I hope the blip this year will not affect this view. Council to request Mr M Leonard to specify when Council need to identify which streets need a clean next year ,

ACTION Mr M Leonard

8. OPEN FORUM

9. SPECIAL REPORTS-PLANNING.

10. PLANNING

The Planning Working Party submitted the following recommendations.

A) APPLICATIONS.

P14/S1750: Collingwood, Baskerville Lane, Lower Shiplake RG9 3JY

Applicant: Mr C. Pye Type: Minor.

Proposal: Demolition of existing dwelling and erection of 2 new detached dwellings-amendment.

Recommendation: Continued objection, as having examined this amendment, we see no reason to change our grounds for **REFUSAL** detailed in our previous response 24/6/14.

P14/S1987: Estoril, New Road, Lower Shiplake RG9 3LG

Applicants: Mr & Mrs C. Rincon Type: Other

Proposal: Demolition of existing rear conservatory and erection of single storey rear extension.

Recommendation: **NO STRONG VIEWS.**

P14/S2899: Conway, Baskerville Lane, Lower Shiplake RG9 3JY

Applicant: Mr G Thompson Type: Minor

Proposal: Demolition of existing dwelling and replacement with new 2 storey dwelling-amendment.

Recommendation: **NO STRONG VIEWS.**

P14/S1361: Chelford House, Reading Road, Lower Shiplake

Applicant: Chesterton's. Type: Minor

Proposal: Erection of additional 2 storey 5-bedroom dwelling incorporating construction of new vehicular access and landscaping and alterations to existing vehicular access to Chelford House.

Recommendation: Continued objection, as having examined this amendment, we see no reason to change our original recommendation for **REFUSAL.**

P14/S2195: 3 Rivermead Cottages, Mill Lane, Lower Shiplake RG9 3LZ

Applicant: Mr F Maroudas Type: Minor.

Proposal: Erection of two storey side extension and reinstatement of 3 /4 Rivermead Cottages as two separate dwellings with associated separate parking and amenity space provision.

Recommendation: As Mr Maroudas is a Parish Council member, the Parish Council leaves this application to SODC for determination without review, comment or recommendation.

P14/S2276: The Boat House, Bolney Road, Lower Shiplake RG9 3NR

Applicant: Ms H Vennables Type: Other

Proposal: Extension of verandah

Recommendation: **NO STRONG VIEWS.**

P14/S2520: Merlewood, Lashbrook Road, Lower Shiplake RG9 3NX
Applicant: Mr D Davidson Type: Other
Proposal: Erection of single storey extension to side and rear of property.
Recommendation: **NO STRONG VIEWS.**

P14/S2566: 20 Plowden Way, Shiplake Cross RG9 4DG
Applicant: Ms H Brown Type: Other
Proposal: Erection of 2 storey side extension, first floor rear extension and front canopy over entrance door and widening of entrance to highway to facilitate the access to both car parking spaces.
Recommendation: **NO STRONG VIEWS.**

The recommendations were approved on a motion proposed by Mr T Taylor and seconded by Mrs J Arnott.

B) DETERMINATIONS

P14/S1585: Ferry Cottage, Lashbrook Road, Lower Shiplake
Application for Certificate of Lawful Development for extension and outbuildings granted.

P14/S1766: 3 Westfield Crescent, Lower Shiplake
Proposal: Single storey side extension and side porch.
PERMISSION GRANTED by SODC, subject to 3 conditions.

P14/S1387: Conway, Baskerville Lane, Lower Shiplake
Proposal: Demolition of existing dwelling and replacement with new two storey dwelling.
PERMISSION GRANTED by SODC, subject to 7 conditions.

P14/S1794: Marchwood, The Crescent, Lower Shiplake
Proposal: Demolition of existing conservatory and erection of single storey rear extension.
PERMISSION GRANTED by SODC, subject to 3 conditions.

P14/S1829: 12 Orchard Close, Shiplake Cross
Proposal: Rear extension to garage and utility area. First floor extension over the existing utility area and rear extension.
PERMISSION GRANTED by SODC, subject to 3 conditions.

P14/S1987: Estoril, New Road, Lower Shiplake
Proposal; demolition of existing rear conservatory and erection of single storey rear extension.
PERMISSION GRANTED by SODC, subject to 3 conditions.

MW.0158/11 PLANNING **PERMISSION GRANTED** by OCC to Lafarge Aggregates Ltd for extension to Caversham (sic) sand and gravel quarry and construction of a new access off the A4155.

C) OTHER

Notice received from SODC that appeal enquiry due to be heard 9th December for 8 days. We have advised our retained planning consultant and our case preparation is in hand.

D) Fly tipping: Council are concerned about the amount of fly tipping taking place at The Thames Farm site .Clerk to write to Mr M Leonard requesting help. **ACTION :Clerk**

11. FINANCIAL MATTERS.

1. A copy of the financial statements for August /Sept 2014 is attached , the following payments require approval

a) Clerk – salary July	36.15	330.96
Clerk – expenses, office allowance.July	37.15	73.95
Inland Revenue – clerk’s tax July	38.15	220.40
Mr Robin Head Grasscutting	39.15	48.00
SODC dog bin emptying (Jan 1 -Sept 30)	40.15	37.68
Playsafety RoSPA report	41.15	156.00

OCC road signs	42.15	294.26
Broadband	43.15	38.19
Mobile phone ins	44.15	3.99
TOTAL		1,203.43

The accounts (a) were approved on a motion proposed by Mr F Maroudas and seconded by Mr G Davies

b) Clerk – salary August	45.15	330.96
Clerk – expenses, office allowance. August	46.15	153.72
Inland Revenue – clerk’s tax August	47.15	220.40
Mr Robin Head Grasscutting	48.15	48.00
Parish on Line Annual Sub	49.15	33.60
Grant Village community event	50.15	710.00
Higgs printing AONB map	51.15	18.00
DFP Design Graphic work on AONB map	52.15	50.00
Broker Network Ltd (Insurance)	53.15	1117.67
Broadband	54.15	37.96
Mobile phone ins	55.15	3.99
TOTAL		2,721.30

The accounts (b) were approved on a motion proposed by Mr F Maroudas and seconded by MR G Davies

- The Clerk advised Council that, to allow payment of the Fericon Invoice, Council would need to pass a motion temporarily suspending the Financial Regulations to allow payment. The following motion was proposed by Mr C Smith and seconded by Mr G Davies : Shiplake Parish Council propose to suspend their current Financial Regulations for the single purpose of allowing payment of an Invoice for £457 to Fericon for production of the extended newsletter produced in June 2014. Council approved the motion
- The Clerk has obtained 3 quotes for the ongoing printing of the Newsletter .Council reviewed the submissions, a motion was proposed by Mr T Taylor and seconded by Mr C Smith that the quotation supplied by Fericon was approved.

12. MATTERS FOR CONSIDERATION.

52/15 HIGHWAY MATTERS.

- 20 mph Zone update ,Council approved the expenditure of £2k to fund the speed survey consultation
- Clerk advised Council that a new waste bin has been installed by SODC at the school bus stop in Plough Lane. There is now apparently an issue with the waste bin at the Plowden Arms Clerk to action.
- Street Lighting request for support from SVP, email forwarded. The Clerk was requested to ascertain form Mr T Parker what is the process for installing an additional column e.g. at the entrance to the footpath to the station. **ACTION : Clerk**
- The double yellow lines have been implemented as per the update of the Experimental Traffic Order however the Chairman believes they are incorrect

53/15 MODEL CODE OF CONDUCT.

54/15 RECREATION GROUNDS/OPFA

- Badgers Walk - Mr C Smith reported the condition of the equipment and general condition of the playground was acceptable however the grass needed cutting. Mr C Smith asked the Clerk to ascertain who has responsibility for emptying the waste bin **ACTION : Clerk**
- Memorial Hall. Mrs Law reported the equipment is fine now that the new swing is in place. There is still a strip missing in the outside fence. The gate adjoining the field is in a sad state – it jams when opened and there are screws projecting from the outside surface which could damage small hands. My apologies for not looking at the outside of the gate before – these are obviously the screws left projecting when the sign came down. Grass continues to encroach – not serious at the moment but could become so.

3. OPFA summer newsletter received and circulated by email
4. ROSPA report received for both Playgrounds , passed to respective Councillors for review
5. The Clerk reported that a decision was taken during the break to replace the broken swing with a new one , since ordered and installed thanks to Mr G Davies and the College staff

55/15 FOOTPATHS

1. Mr G Thomas reported the Clerk to follow up with Mr J Beale re the issue of Knotweed on FP38
ACTION : Clerk /Mr D Bartholomew
2. Mr G Thomas reported that the unofficial footpath warning signs have reappeared on FP7

56/15 SHIPLAKE – DEVELOPMENT OF FACILITIES.

Projects for improving facilities within village

Phase 1

1. LASHBROOK RESERVE:

Phase 2

1 Broadband Update: Prior updates have confirmed (with caveats related to project scheduling) that Superfast fibre based broadband would be delivered to Shiplake by end of March 2015. Checking the OxOnline website showed this date as being changed to 'by the end of 2015', whilst also stating the overall project was ahead of schedule? Serious concerns were registered with the OxOnline project leader regarding delays for Shiplake and the vagueness of the information provided. The positive response is summarised below:

Fibre cabinets P1 & P2 for Shiplake are still scheduled for delivery by March 2015. There is a chance of some slippage, hence the map still stating 'end 2015'

There are some Exchange Only lines in Shiplake – I cannot say which premises these are. These will not be connected until around the autumn of 2015

The cabinet serving RG9 4BN Church Lane) is subject to additional funding. SODC has confirmed their intent to extend coverage via the BT contract, and the final modelling request is now in with BT, Delivery would be worked into the existing delivery schedule. This could for example be one reason for some slippage in delivery of the P1 & P2 cabinets.

Work currently underway at Wargrave as part of the Berks Broadband programme, which will serve Shiplake. OxOnline have agreed to provide a monthly project update for Shiplake

2 Website: Enhanced Notifications functionality is undergoing testing with availability on the 'live' website this month along with a visual twitter feed on the home page. Enhanced Forum functionality expected to be finalised this month and an associated development cost requested forwarded to the council for approval.

(FYI...the associated Shiplake website Facebook link recorded 954 views in about 5 hours when a photo of re-positioned Reading Road speed camera was posted on 1/9/2014)

3 Shiplake Villages Plan: Steering Group meeting this month and quarterly update on the plan issued at end of September. Progress on specific actions requiring council involvement and funding are noted elsewhere on the agenda and updates. The next major SVP event is the Shiplake Party & Picnic on Sunday September 14th.

4 Newsletter: An 8 page edition is being scheduled for end of October/early November. Content approach similar to last edition with requests for input circulated this month. A print run of 600 copies, with distribution as per previous edition coupled with early availability on the website, appears to have been successful and well received. To be repeated with competitive tendering undertaken for the printing undertaken prior to production. Chosen supplier to be selected for this financial year. (See item 11.3)

Future Phases

- 6 CYCLEPATH.TO HENLEY. Mr T Taylor updated Council reporting that Network Rail Community Team have suggested a meeting with the PC in October .There are significant cost concerns regarding the electrification project.
- 7 TREE PRESERVATION Mr T Taylor to update Council

- 8 FOOTPATHS TO LINK EXISTING PATHS
- 9 FOOTBRIDGE WARGRAVE
- 10 TICKET MACHINE AT STATION.
- 11 FERRY
- 12 VILLAGE FESTIVAL/STREET PARTY
- 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
- 17 HIGHWAYS DEVELOPMENT OF SAFER CROSSING AT MEMORIAL AVENUE AND STATION ROAD/WAR MEMORIAL

57/15 ENVIRONMENTAL MATTERS.

58/15 S.O.D.C.

59/15 OCC

60/15 O.A.L.C. /O.R.C.C.

1. Latest e-issue of LCR online circulated
2. July 2014 OALC Members Update circulated by email
3. Revised Legal Topic Notes - Openness of Local Government Bodies Regulations 2014 Meeting in October at Didcot Civic Hall
4. August 2014 OALC Members Update circulated by email points to note
 - a) the employment Update on page 2, this month it covers the important matter of pension
 - b) The Openness Regulations, page 10, which you have already received some information from us on. Please book a place the training on 2nd October, the Regulations will potentially impact on how you conduct your council business
 - c) Being a Good Employer training 12th November, book a place on this useful training.

61/15 MEMORIAL HALL

1. Mr Head reported about the issues that have been discovered following a survey with a consequence that there are significant repair works to be undertaken.
2. Request from MH Committee for support for essential repairs, email forwarded .Council referred the item to the Finance Working Party for discussion

62/15 CHILTERN SOCIETY/CPRE

1. July /Aug newsletters from the Chilterns Conservation Board circulated by email
2. Fieldwork/News from CPRE Oxfordshire circulated by email
3. Chiltern Society email newsletter August 2014 circulated by email

63/15 DEFRA & OTHER GOVERNMENT CORRESPONDENCE

64/15 TOWNLANDS & OXFORDSHIRE PCT.

13. CORRESPONDENCE

- 1 .Mrs A Law reported that a School sign will soon be in place outside the school advising parents on parking options

14. ITEMS OF INTEREST OR FOR FUTURE DISCUSSION.

1. Mr R Head was requested to draft a form of words for the newsletter /website re progress to date with the extension to the AONB ACTION : Mr R Head
 There being no other items of interest the \Chairman closed the meeting at 10.23pm.

R.V.Hudson.
 Clerk to the Council.
 30//09/2014