

**MINUTES OF THE MEETING OF SHIPLAKE PARISH COUNCIL HELD IN SHIPLAKE
MEMORIAL HALL
ON MONDAY OCTOBER 14th 2013 AT 7.45 P.M.**

1. PRESENT Mr T Taylor, Mr G Thomas, Mr G Davies. Mr R Head, Mr F Maroudas, Mr D Pheasant, Mrs J Arnott. Mr M Leonard (DC) Mr D Bartholomew (CC) Apologies received from Mr C Smith and Mrs A Law.

2. DECLARATIONS OF GIFTS & INTEREST. Councillors were given the opportunity to declare any gifts or interest in any item on the Agenda. Mr T Taylor declared an interest in PA P13/S2939: Baskerville Lodge, Mill Road

3. MINUTES OF THE MEETING HELD ON MONDAY, SEPTEMBER 9TH 2013

A number of errors were noted .The Clerk to review and resubmit in November meeting

4. MATTERS ARISING FROM PREVIOUS MEETINGS

Mr F Maroudas requested discussion around role of Planning Working Party and criteria used for decision making. This to be held for later meeting.

5. POLICE MATTERS.

SHIPLAKE report for the month of September.

- . 02/09 – Noise nuisance reported.
- . 05/09 – Dangerous erratic driving reported along the A4155.
- . 12/09 – STATION ROAD, 2 vehicles causing an obstruction.
- . 13/09 – Property located along the A4155.
- . 23/09 – Sheep loose on tow path.
- . 24/09 – Burglary-non-dwelling, theft of quad bike SHIPLAKE CROSS.

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

Mr D Bartholomew reported:

1. PUBLIC SERVICES IN OXFORDSHIRE ARE CHANGING - PUBLIC CONSULTATION

The County Council has to find another £60m worth of savings over the next four years before setting its budget in February 2014. Five public meetings will be held across the county during mid-October to hear the views of residents.

Councillor Ian Hudspeth, the leader of Oxfordshire County Council, said: "It is important that we hear from residents about the services they value most and which ones they could live without.

We want to hear ideas about how people and communities can get what they need without relying on public services. We also want to talk about charging for services or raising income in other ways. We want to make changes as fairly as possible while protecting services for the most vulnerable people.

Meeting dates

- . Monday 14 October: Banbury, Town Hall
- . Tuesday 15 October: Oxford, County Hall
- . Monday 21 October: Wantage, Civic Hall
- . Wednesday 23 October: Didcot, Cornerstone Arts Centre
- . Thursday 24 October: Witney, Henry Box School

2. THAMES FARM (110 HOUSES)

I will speak against the application at the SO DC Planning Committee meeting on 30th October in my capacity as County Councillor, but am only permitted to comment on matters relating to OCC, principally Highways and Education.

3. PLOUGH LANE FOOTPATH

At the July meeting the Parish Council was not content with the response from the official concerning this matter. At the September meeting I relayed the extended response from the official, which concluded with the statement that the official was reluctant to spend resources on this project when it had no hope of going forward. In essence, this meant that even costing the

project involved costs and the official was not prepared to incur these 'costs of costing'. The PC expressed its further dissatisfaction with this and asked me to establish the 'costs of costing'. The Official has now spoken to the Design Team and states that based on a very rough project cost of £25k, the design cost would be approximately £3,000 (12% of project cost).

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4. SHIPLAKE-HENLEY CYCLEPATH

Further to the meeting I had with Peter Challis of Sustrans regarding a new feasibility study, I have now received a proposal, which has been circulated to the PC and other interested parties.

Assuming the PC can claim back the VAT, the cost of the study is £6,500. I would be prepared to contribute £1,500 from my Community Fund (subject to it going through the approval process), meaning a further £5,000 needs to be raised.

TWYFORD-HENLEY BRANCH LINE ELECTRIFICATION

This programme will have a major impact on the village, but seems to have 'slipped under the radar' so far. I have been surprised that as County Councillor I have not been kept informed and have had to do a lot of digging to get the information I require. (Even the County Council Cabinet Member for Environment appears not to have been fully in the loop.) Now that my interest has been registered, the relevant officials and Network Rail have been very helpful.

Key points are:

- a) The standard height for the contact wire is 4.7 metres (5.6 metres above Level Crossings).
- b) Support gantries will be spaced approximately every 55-60 metres along each side of the railway.
- c) The actual design and positioning of the gantries cannot be provided at this stage.
- d) Woody and overhanging vegetation within 6.6 metres of the outside running rail or up to the boundary fence (whichever is reached first) will be cut back.
- e) Once cleared, the area will be maintained to avoid vegetation encroachment.

I also expressed concern about the visual impact on the wider area and received the following reply:

"The concern with regard to the visual impact of electrification is wholly understandable; however, as I am sure you will appreciate; this is an unfortunate trade-off for the benefits of electrification which include faster, cleaner, quieter and more reliable trains. We do, however, recognise that the route is rich in heritage, which of course makes any improvement programme complex. As such, we have worked closely with English Heritage to make sure sensitive structures are safeguarded. " With regard to timing, I understand results of the feasibility study are expected early in the New Year and a schedule of works will be produced at that time.

5. STATION ROAD DRAINS

At the September PC meeting it was reported to me that drains were cleared in Station Road during the summer, but the crew did not clear four drains at the top of the road on the A4155, which were overflowing in heavy rain. I was also advised that the gulleys were cleared, but not the soakaways. I contacted the appropriate official and was assured the area supervisor would return to investigate these matters. I am awaiting a report on this.

6. STATION ROAD/NORTHFIELD AVENUE POSTS

At the September PC I was advised that one of the missing posts had been replaced, but the second hadn't (despite the second post being on the repair crew's van). I was advised that this was due to an administrative error. The second post has now been replaced.

7. S.O.D.C. – Cllr. M. Leonard.

Mr Leonard reported.

1. 27 Applications for Young Achiever Award (20 Sports Category) have been submitted to date Awards will be made in December .Applications Reopen on November 20th 2013
2. Community Investment Fund applications for sums < £15k are now open until December 21st .Fund is £217k.

3. A thermal imaging camera is now available for loan ,useful for detecting heat loss in properties
4. Infrastructure development fund is available totalling £150k available for larger villages and Towns (e.g. Henley Xmas Lights)
5. Planning have been interviewing applicants interested in becoming planning officers due to excessive workload

8. OPEN FORUM Chairman closed meeting at 8.57pm to allow comment from a member of the public .Mr R Milne raised the ongoing issue of drains and soakaways at the top of Station Road and A 4155 to which Mr Bartholomew reiterated his earlier and previous comments that an area supervisor will review the completed work

Mr M Leonard reported his concerns of overgrown hedges causing a narrowing of footpaths and the dangerous exiting of Oaks Road turning onto Station Road due to overhanging hedges in the Oaks property The Clerk was requested to contact Mr D Tole OCC highways to ascertain whether a mirror could be fitted on the property opposite the turning to improve safety and sight lines

ACTION : Clerk

The chairman closed the open forum at 9.07pm

9. SPECIAL REPORTS-PLANNING.

10. PLANNING

WORKING PARTY PLANNING REPORT: SEPT-OCT 2013

A) APPLICATIONS.

P13/S2736: The Maples, Woodlands Rd, RG9 4AA

Applicant: Mr & Mrs A Buckett Type: Other

Proposal: Single storey extensions to house, together with replacement swimming pool, new pool house, basement and extensions to existing garage.

Recommendation: **NO STRONG VIEWS.**

P13/S2898: Conway, Baskerville Lane, RG9 3JY

Applicant: Mr G Thompson Type: Other

Proposal: Two storey front and rear extensions, and enlarged dormer windows to front and rear.

Recommendation: **NO STRONG VIEWS.**

P13/S2939: Baskerville Lodge, Mill Road.

Applicant: Mr & Mrs N Grainger Type: Other

Proposal: Two storey rear and single storey side extensions and internal alterations.

Recommendation: pending.

Recommendations were approved on a resolution proposed by Mr F Maroudas and seconded by Mrs J Arnott.

B) DETERMINATIONS.

P13/S2128: Lock End House, Mill Rd, Lower Shiplake

Proposal: First floor rear and single storey side extensions and alterations to entrance

PERMISSION GRANTED by SODC, subject to 5 conditions. (cp. Our NSV).

P13/S1388: Yule Lodge, New Rd, Lower Shiplake

Proposal: Two storey side, front and rear extensions, single storey side and rear extension, and detached garage and outbuildings

PERMISSION GRANTED by SODC, subject to 9 conditions. (cp. Our Refusal).

P13/S1651: Willow End, Bolney Rd, Lower Shiplake

Proposal: Raising of roof structure to provide 4 bedrooms at first floor, two storey rear extension and single storey side extension.

PERMISSION GRANTED by SODC, subject to 6 conditions. (cp. Our NSV).

P13/S2320: Otters Barn, Reading Rd, Lower Shiplake

Proposal: Demolition of existing 3-bed bungalow and erection of one and a half storey 3-bed replacement dwelling.

PERMISSION GRANTED by SODC, subject to 10 conditions. (cp. Our NSV).

P13/S1506: Thornfield House, Crowsley Rd, Lower Shiplake

Proposal: Erection of rear and side extensions, erection of two storey front extension.

PERMISSION GRANTED by SODC, subject to 4 conditions. (cp. Our NSV).

P13/S2394: 8 Westfield Crescent, Lower Shiplake

Proposal: Two storey rear extension and detached garage/gym.

PERMISSION GRANTED by SODC, subject to 4 conditions. (cp. Our NSV).

C) OTHER

P13/S2328: The Bothy, New Rd, Lower Shiplake-WITHDRAWN by the applicant.

The Clerk was requested to ensure that nominated speakers were registered to address Planning Committee on October 30th **ACTION: Clerk**

Thames Farm Planning Application

Council debated the application which is due to be reviewed by the SODC Planning Committee on October 30th.

Mr D Pheasant reported that the Council had taken professional advice in relation to the application; that on the basis of that advice the Planning Working Party was confident that the only proper course open to SODC would be to reject the application; and that the Council had accordingly submitted a Supplementary Response robustly opposing the application.

The Planning Working Party further recommended that the Council should engage professional support and vigorously contest any appeal.

Council welcomed the working party's recommendation and endorsed it.

11. FINANCIAL MATTERS.

a) A copy of the financial statements for October together with details of the accounts due for payment is attached.

b) Council approved the following payments

| | | |
|--|-------|-----------|
| R V Hudson – salary September | 63.14 | £ 350.12 |
| R V Hudson – expenses, office allowance. September | 64.14 | £ 95.85 |
| Inland Revenue – clerk's tax & NIC August | 65.14 | £ 234.00 |
| Mr Robin Head Grasscutting | 66.14 | £ 66.00 |
| J Elec (Access System Mem Hall Grant) | 67.14 | £4,656.00 |
| BDO Auditor report | 68.14 | £ 240.00 |

Council approved the accounts and payments on a motion proposed by Mr T Taylor and seconded by Mr F Maroudas

c) The Annual Financial return has been approved and accepted by the External Auditor with no issues raised. On a resolution proposed by Mr T Taylor and seconded by Mr R Head, Council approved the return.

- d) Letter of engagement received from Internal Auditor for approval .Council approved the appointment of Mr P Hood as Internal Auditor for 2013/14 on a motion proposed by Mr G Davies and seconded by Mr T Taylor
- e) South and Vale Carers request for Support (Budget allocated £100.00) Council approved the grant.

12. MATTERS FOR CONSIDERATION.

65/14 HIGHWAY MATTERS.

66/14 MODEL CODE OF CONDUCT.

67/14 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 to report on the condition of the equipment and the general condition of the playground.
3. OPFA latest newsletter circulated by email.

68/14 FOOTPATHS

69/14 SHIPLAKE – DEVELOPMENT OF FACILITIES.

Projects for improving facilities within village

Phase 1

LASHBROOK RESERVE: update received from Mr G Thomas:

Phase 2

SHIPLAKE VILLAGE PLAN: UPDATES FOR PARISH COUNCIL MEETING ON
14/10/2013

1. BROADBAND

Awaiting Berkshire Superfast contract announcement scheduled for end of Sept. /early October 2013 and subsequent clarification on fibre installation at Wargrave exchange. Request a meeting with OxOnline project management team before end of 2013 to confirm fibre installation arrangements for Shiplake by end of 2015.

2. SHIPLAKE VILLAGES PLAN

All draft reports delivered on schedule for review by the Steering Committee and subsequently for comments from Parish Council by end of October. Report should be available in January 2014, as stated in the project plan circulated at previous council meeting. Targeted launch date for presentation at a community meeting in late January 2014.

3. VILLAGES WEBSITE

Meetings taking place with potential providers and further clarification of requirements during September and October. Decision on provider expected in early November. An outline functional definition has been completed and a project plan being formulated for launch of the new website early in 2014; a key aspect is content generation as referenced in an article in the latest newsletter. David Pheasant to liaise with the Clerk on parish content.

Future Phases

1. CYCLEPATH.TO HENLEY.
2. VIRTUAL VILLAGE PROJECT
3. BROADBAND speeds /E.COMMS-

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

Latest issue (22) of Shiplake Villages Newsletter distributed

70/14 ENVIRONMENTAL MATTERS.

71/14 S.O.D.C.

72/14 OCC

73/14 O.A.L.C. /O.R.C.C.

1. Latest ORCC NEWS BULLETIN - AUGUST 2013 circulated by email
2. Invitation to attend ORCC AGM circulated by email.
3. The Clerk attended a training course on Data Protection and Freedom of Information .Clerk to report.
4. ORCC Annual Review received .Tabled

74/14 MEMORIAL HALL

1. Mr Head reported all works completed and the Hall's official opening would take place on 26th October 2013 .Councillors enquired whether it would be possible to have the password for the WIFI. ACTION : Clerk

75/14 CHILTERN SOCIETY/CPRE

1. Latest Newsletter from CPRE circulated by email
2. Latest Newsletter from Chiltern Society circulated by email
3. Communication from Chiltern Society outlining Don Millar Fund offering grants for local community projects e.g. signage notice boards between £250 and £1500

76/14 DEFRA & OTHER GOVERNMENT CORRESPONDENCE

77/14 TOWNLANDS & OXFORDSHIRE PCT.

13. CORRESPONDENCE

1. Email communication received from Oxfordshire Carers organisation .Tabled

14. ITEMS OF INTEREST OR FOR FUTURE DISCUSSION.

There being no other items of business the Chairman closed the meeting at 10.14pm

R.V.Hudson.
Clerk to the Council.

04/11/2013