

**MINUTES OF THE MEETING OF SHIPLAKE PARISH COUNCIL HELD IN SHIPLAKE
MEMORIAL HALL
ON MONDAY NOVEMBER 11th 2013 AT 7.45 P.M.**

1. **PRESENT** Mr G Thomas , Mr R Head, Mrs A Law, Mr C Smith, Mr G Davies, and Mr D Pheasant.

Mr T Taylor, Mrs J Arnott ,Mr M Leonard ,Mr F Maroudas Mr D Bartholomew sent their apologies
In the absence of Mr T Taylor, Mr G Thomas chaired the meeting.

2. **DECLARATIONS OF GIFTS & INTEREST.** Councillors were given the opportunity to declare any gifts or interest in any item on the Agenda. All Councillors present declared an interest in P13/S3349/HH (Householder) High Meadow as the applicant is a County Councillor for our ward.

3. **MINUTES OF THE MEETINGS HELD ON MONDAY, SEPTEMBER 9th and OCTOBER 14th 2013**

The revised September minutes were approved on a resolution proposed by Mr D Pheasant and seconded by Mr R Head.

The following changes were noted in the October meeting minutes. Page 6 item 74/14 item 1 line 2 "councilors" should read "councillors", the minutes were then approved on a resolution proposed by Mr R Head and seconded by Mr D Pheasant

4. **MATTERS ARISING FROM PREVIOUS MEETINGS**

1. Clerk has contacted 4 suppliers requesting quotations to renovate Bus Shelters .Quotations expected by December 1st.
2. Clerk has contacted Mr Baldwin (Monson) to follow up issue of Japanese Knotweed. No further response to date. ACTION Clerk to follow up
3. The Clerk was requested to contact Mr D Tole with a view to installing a line of sight mirror opposite the exit of Oaks Road onto Station Road ACTION Clerk
4. The Clerk was requested to circulate to all Shiplake residents notification of the presentation by Network Rail at December Parish Council meeting plus website plus noticeboards ACTION Clerk
5. The Clerk was requested to follow up the letter re support of feasibility study of cycle path with Binfield Heath, Harpsden and Henley Town Council as it is becoming more urgent to prevent loss of funding from OCC. ACTION : Clerk

5. **POLICE MATTERS.**

SHIPLAKE report for the month of October

1. 03/10 – BASKERVILLE LANE, abandoned vehicle.
2. 12/10 – A4155, abandoned vehicle.
3. 14/10 – WOODLANDS ROAD, tree in road.
4. 18/10 – A4155, RTC.
5. 20/10 – A4155, single vehicle RTC.
6. 22/10 – A4155, deer in road.
7. We received a number of telephone calls regarding fallen trees as a result of the recent storm.
8. My Sergeant has discussed with me that he along with Carol RUDD (Neighbourhood Watch (NHW) Administrator), wish to ensure that the whole of SHIPLAKE has NHW coverage. I have requested from Carol a list of street names detailing the existing watches & once I have received this list, I will look at targeting the streets not covered. I would be grateful if SHIPLAKE Parish Council would be able to assist me with this project.
9. Have Your Say meeting :the next police meeting is outside the Corner Shop Tuesday 5th November 12noon-12.30.

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

Mr D Bartholomew reported:

GENERAL OCC REPORT

a) 'TALKING OXFORDSHIRE' PUBLIC MEETINGS

October has been dominated by the 'Talking Oxfordshire' road shows where County Councillors and Officers travelled to locations across the County to discuss savings to be made at County Hall. 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 £61 million bringing the total reduction to £262 million. We will have to make changes to the way we deliver services and perhaps stopping some altogether. We understand how valued some services are and all comments will be taken into consideration. The budget proposals will go to the Performance Scrutiny meeting on 16th December then to Cabinet on 28th January, before finally being debated at Full Council on 18th February 2014. So far, approximately 1,000 people attending our meetings and we will consult with our 'Oxfordshire Voice' panel of 3,000 people across the County who are chosen as a balanced representation of our residents. You still have an opportunity to make your feelings known: There is an additional meeting at the MEC at 7.30pm at Marlborough School (Woodstock) on 21st November. It will focus on rural issues but any concerns can be raised here. The consultation is open online until 29th November. Please visit:

<https://myconsultations.oxfordshire.gov.uk/consult.ti/talkingoxfordshire2013/consultationHome>

b) HOME TO SCHOOL TRANSPORT MEETINGS

The Home to School transport policy will be out for consultation this month. Throughout November and December the County Council will be holding public meetings to discuss Home to School Transport. The Leader of the Council, Cllr Ian Hudspeth will be available at each meeting to answer questions, alongside senior council officers Roy Leach (School Organisation & Planning Manager) and Neil Darlington (Admissions and Transport Services Manager).

The Clerk was requested to advise Mr Bartholomew of Council's support for proposals with the proviso that if a child is bussed past a school due to lack of spaces then Council will pay the costs, not the individual.

CLERK to Action

c) READY FOR WINTER

We have enjoyed the best summer since 2006 but the weather is changing with a noticeable drop in the temperature. The County council has been planning the winter maintenance programme throughout the summer to be ready for the frosts that will occur. All grit bins should now be full – please contact us if any in your area have not been filled. We work with Town & Parish councils so that they have plans in place to assist clearing the snow during the bad weather. If you require further information then please contact Paul Wilson, the Adverse Weather Manager.

SPECIFIC REPORT FOR SHIPLAKE

d) SHIPLAKE TO HENLEY CYCLEPATH

At the last meeting, I reaffirmed my intention to contribute £1500 of my Councillor Community Fund budget towards the £6500 cost of the Sustrans feasibility study. I also advised that this was time-dependent as my contribution had to be made before the end of the financial year. A decision from the PC about whether to go ahead with the study or not therefore needs to be made as a matter of urgency.

e) TWYFORD-HENLEY BRANCH LINE ELECTRIFICATION

I have arranged for Network Rail to make a presentation at the next PC meeting on 9th December. The presentation will take about 20 minutes, plus 10 minutes for questions. I will leave it to the PC to decide whether or not to publicise this meeting to a higher degree than normal within the Parish.

f) 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. At the October meeting I explained I had contacted the appropriate official and was assured the area supervisor would return to investigate these matters. I can now confirm that the work has been undertaken and parishioner Mr Milne has contacted me to express his satisfaction with the outcome.

g) THAMES FARM (110 HOUSES)

The PC will be aware that along with Kester George, Tudor Taylor, Dennis Oliver, Hilary Andrews and Rob Simister, I spoke against the application at the SODC meeting, and that the application

was unanimously refused. Neither the applicant nor her representatives attended the meeting, but a statement was read out saying she intended to appeal.

h) **EXPERIMENTAL TRAFFIC ORDER**

The Cabinet member has advised me that he will be receiving the officer's report this Thursday (14th November). I have been unable to obtain any other information at this time.

7. S.O.D.C. – Cllr. M. Leonard.

Mr Leonard being absent there was no report.

8. OPEN FORUM

9. SPECIAL REPORTS-PLANNING.

10. PLANNING

Working Party Planning Report November

A) APPLICATIONS

P13/S2939 Baskerville Lodge, Mill Road, Lower Shiplake RG9 3LP

Applicant: Mr N Grainger Type: Other

Proposal: Two storey rear & single storey side extensions

Recommendation: **REFUSAL** on grounds of overdevelopment with scale and bulk resulting in overbearing impact and loss of light to neighbouring cottage, and conversion of existing garage into living accommodation resulting in inadequate accommodation space for vehicles, given that cars cannot park on the narrow lane outside for safety reasons.

New Applications.

P13/S3242/HH Holly House Station Road Lower Shiplake RG9 3JP

Applicant: Weir

Proposal: Remove existing conservatory. Single storey rear extension for kitchen, breakfast, family room and link.

Recommendation NO STRONG VIEWS

Council agreed with recommendation. Proposed Mr G Davies and seconded by Mr C Smith

P13/S3349/HH (Householder) High Meadow Mill Lane Lower Shiplake RG9 3ND

Applicant: Bartholomew

Proposal: Erection of a two storey side extension.

P13/S3306/HH (Householder) Address: 5 Orchard Close Shiplake Cross RG9 4BU

Proposal: Erection of single storey front and side extensions.

B) DETERMINATIONS

P13/S2184 Thames Farm reviewed by Planning Committee 30 October

Unanimous REFUSAL. Applicant did not appear but has given informal intimation of intention to appeal.

P13/S2604 The Pippins and Hurstbourne, Northfield Avenue

PERMISSION GRANTED...5 for, 2 against and 1 abstention.

P13/S2736/HH 26/13: The Maples Woodlands Road Harpsden

PERMISSION GRANTED with 4 conditions

11. FINANCIAL MATTERS.

1. A copy of the financial statements for November together with details of the accounts due for payment is attached
2. Council approved the Accounts and the following payments on a resolution proposed by Mr G Davies and seconded by Mr C Smith.

R V Hudson – salary October	72.14	£330.96
R V Hudson – expenses, office allowance. October	73.14	£ 97.35
Inland Revenue – clerk’s tax & NIC October	74.14	£220.40
Royal British Legion	75.14	£350.00
South and Vale Carers (Grant)	76.14	£100.00
NALC publications	77.14	£ 55.99
Oxford IT Solutions	78.14	£900.00
Mr R Head (Grasscutting)	79.14	£ 66.00
Higgs Group (Newsletter)	80.14	£410.00
3. Council approved the signing of the contract for Website upgrade with Oxford it Solutions on a proposal by Mr C Smith and seconded by Mr R Head.
4. Clerk attended Getting to Grips with Local Council Finance course at Didcot which identified couple of issues .Parish Council Standing Orders need to be revised and financial regulations should be reviewed in this current financial year.
ACTION Clerk and FWP
5. The next meeting of the FWP was scheduled for December 2nd 2013.Mr G Thomas suggested the FWP should review the status of our fund holdings with the Cooperative Bank.

12. MATTERS FOR CONSIDERATION.

78/14 HIGHWAY MATTERS.

79/14 MODEL CODE OF CONDUCT.

80/14 RECREATION GROUNDS/OPFA

1. Badgers Walk - Mr C Smith reported the condition of the equipment and general condition of the playground as satisfactory The Clerk requested written reports for next meeting.
2. Memorial Hall. Mrs Law reported the condition of the equipment and general condition of the playground as satisfactory The Clerk requested written reports for next meeting.

81/14 FOOTPATHS

1. Mr G Thomas requested the Clerk to contact Mr J Beale with reference to FP 7 where there are still unofficial notices advising ramblers to take an alternative route and FP38 where there is still garden debris deposited ACTION : Clerk
2. Council requested the Clerk to ascertain process to allow adoption of the unlisted footpath joining Mill Road and Oaks Road ACTION : Clerk

82/14 SHIPLAKE – DEVELOPMENT OF FACILITIES.

Projects for improving facilities within village

Phase 1

LASHBROOK RESERVE:

Mr G Thomas reported that he had contacted Mr S Doble to express concern about the deforestation in the reserve , Mr Doble is very apologetic and has promised to replant where trees have been removed in due course

Phase 2

SHIPLAKE VILLAGEs PLAN: Mr D Pheasant reported that the project is on schedule with the report now being drafted, the planned launch date meeting has moved slightly to February A website steering group meeting is scheduled for Thursday 14/11/13.

Future Phases

1. CYCLEPATH.TO HENLEY.
2. VIRTUAL VILLAGE PROJECT

3. BROADBAND speeds /E.COMMS- Mr D Pheasant reported that Mr Craig Power was responsible for the High Speed Broadband rollout and that fibre would be installed in Wargrave
4. TREE PRESERVATION The Clerk was requested to follow up with SODC with Martin Gammie of Forestry on the request to install a blanket TPO along several avenues.
ACTION: Clerk
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

83/14 ENVIRONMENTAL MATTERS.

84/14 S.O.D.C.

1. Community Governance Parish Review. Consultation process, notices placed on noticeboards. Mr D Pheasant commented that he would prepare a questionnaire to go to the affected households for their comments before formal process (see 2(b) below begins
2. Town and Parish Council Forum. Mr G Thomas attended on behalf of Council and reported that it was an excellent meeting

Points noted:

- a) SODC finance frustrated with Broadband progress
- b) Community Governance Review, main criteria to align housing and parish boundaries .Draft proposals due January, consultation with affected residents process then commences.
- c) Permitted Developments , only people who can object to such extensions are neighbours.
- d) Strategic Housing Assessment might raise some issues based on 2011 census and will have to be updated. Council suggested a letter should be forwarded to John Howell expressing Council concerns. ACTION G Thomas and Clerk
- e) The 2011 census showed that Shiplake is one of the most densely populated smaller villages in the District 4.4 people per hectare, cf average of 2 p/ p /hectare
- f) 25% of residents in Henley are 65+ yrs.

85/14 OCC

86/14 O.A.L.C. /O.R.C.C.

87/14 MEMORIAL HALL

1. Mr Head reported that the launch weekend 26/10 had been a great success with many favourable comments

88/14 CHILTERN SOCIETY/CPRE

1. Latest issue of CPRE newsletter distributed by email.
2. A consultation draft of the next Chilterns AONB Management Plan, which will cover the period 2014 – 2019, has been prepared. The views of parishes in the AONB are being sought on the contents of the draft Plan and all the comments we receive will be taken into consideration when the Plan is finalised early next year. Circulated by email.
3. Latest issue of Chilterns Conservation Board Newsletter received. Tabled
4. It was agreed to investigate whether /how part of the Parish could be included in the AONB

ACTION : Clerk

89/14 DEFRA & OTHER GOVERNMENT CORRESPONDENCE

90/14 TOWNLANDS & OXFORDSHIRE PCT.

1. Oxfordshire Clinical Commissioning Group ,Our Strategic Direction: 2013 – 2018, Council have been invited to participate in the above consultation by the consultation manager, Julia Stackhouse. Circulated by email .Council declined to comment.

13. CORRESPONDENCE

1. High Sheriff's Awards. Nomination forms received, circulated by email. Council to discuss potential nominees Mrs A Law updated. Council, a nominee was agreed .Clerk to submit nomination on behalf of Council. ACTION :Clerk

14. ITEMS OF INTEREST OR FOR FUTURE DISCUSSION.

There being no other items of interest Mr G Thomas closed the meeting at 9.35pm.

R.V.Hudson.

Clerk to the Council.

26/11/2013