

MINUTES OF THE ANNUAL GENERAL MEETING OF SHIPLAKE PARISH COUNCIL
HELD IN SHIPLAKE MEMORIAL HALL
ON MONDAY MAY 13TH AT 7.45 P.M.

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

2. ELECTION OF OFFICERS, SUB-COMMITTEES, WORKING PARTIES AND REPRESENTATIVES TO SERVE ON OUTSIDE BODIES

Current appointments:

Mr T Taylor, welcomed all the councillors and then stood down.

The Clerk requested nominations for the post of Chairman.

On a motion proposed by Mrs J Arnott and seconded by Mr G Thomas, Members unanimously approved Mr T Taylor as Chairman.

On a motion proposed by Mr D Pheasant Seconded by Mr T Taylor, Members unanimously approved Mr G Thomas as Vice Chairman

The Chairman took his seat for the following elections, all of which were unanimously approved

WORKING PARTIES.

Planning: Shiplake area: Mr G Thomas. Mr T Taylor Mrs J Arnott, Mr D Pheasant

Proposed by: Mr F Maroudas Seconded by: Mrs A Law.

Grants and Finance: Chair Mr T Taylor, Mr G Davies Mr C Smith and Mr. Maroudas. Proposed by: Mr D Pheasant, Seconded by: Mrs A Law.

REPRESENTATIVES ON VARIOUS COMMITTEES.

Memorial Hall: Mr. R. B. Head. Proposed by: Mr T Taylor Seconded by: Mr F Maroudas.

Badgers Walk Playground: Mr. C Smith. Proposed By: Mr T Taylor Seconded by: Mr. Thomas.

Memorial Hall Playground: Mrs. A. Law. Proposed by: Mr T Taylor Seconded by: Mr G Thomas.

Shiplake C. E. School: Mrs. A. Law Proposed By: Mrs J Arnott. Seconded by: Mr T Taylor.

Shiplake Station: It was noted that the garden section of the SVCC are taking care of the Station grounds.

Townlands Hospital. Dr. Skolar to be invited to hold a watching brief on our behalf.

Proposed by: Mr T Taylor Seconded by: Mr. F Maroudas.

3. 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 the PA for the Bothy.

4. MINUTES OF THE MEETING HELD ON MONDAY, APRIL 8TH 2013

The minutes were approved on a motion proposed by Mr G Thomas and seconded by Mrs J Arnott

5. MATTERS ARISING FROM PREVIOUS MEETINGS

1. Community Governance Review – South Oxfordshire District Council .Email circulated to Council .Council to discuss implications carried forward from last meeting

2. APM Chairman and Mr D Pheasant to update Council on current situation regarding SVP Presentation at APM on 23rd May 2013.

6. POLICE MATTERS.

SHIPLAKE REPORT FOR APRIL 2013: from PCSO Boyes

1. Road Traffic Accidents (RTC): No incidents to report
2. Speeding: No incidents to report.
3. Dangerous/Erratic Driving: Two incidents were reported along the A4155.
4. Parking Issues: A resident has reported parking issues along PLOWDEN WAY (SHIPLAKE CROSS).
5. Cold-Callers: Residents are reminded to exercise caution when dealing with cold-callers, do not to leave them unattended & do not divulge personal information. Please report any aggressive or suspicious behaviour on 101.
6. Burglary: SHIPLAKE College reported a burglary.
7. House Fire: A house fire was reported along the A4155.
8. Theft from Vehicle: No incidents to report.
9. Suspicious Vehicle: No incidents to report.
10. Theft from Dwelling: No incidents to report.
11. Theft of Vehicle: No incidents to report.
12. Road Hazard: A number of hazards were reported along the A4155. These included: a broken down vehicle, fallen branch, fallen tree, dead dog, a parked truck & sheep.
13. Dangerous Dogs: No incidents to report.
14. Vulnerable Person List (VP List): An elderly male was reported missing from his home address. After an extensive search the male was found unharmed. I would like to continue to encourage people to forward any potential names for inclusion within the VP List. Thames Valley Police have begun working in partnership with Age UK, who offer a range of support & services within the HENLEY area. For further details please contact Karen THOMAS on (M) 07827235429. On the 18th of July 2013 between 10:00 & 14:00 within the SONNING COMMON VILLAGE HALL, AGEUK & TVP are organising an event catering specifically for the elderly. The purpose of the event is to highlight what services are available to the elderly & to provide them with crime safety advice.

7. O.C.C. -.

Mr D Bartholomew (County Councillor) sent the following report:

1. The Conservative Group on the County Council has formed an alliance with three independent Councillors. The independents will vote with Conservatives to elect the Conservative Leader (Ian Hudspeth) as Leader of the Council, and they will support the budget, but they will remain independent on all other issues.
2. The new County Council has its first meeting tomorrow (Tuesday 14th May) and will vote to elect the Leader.
3. Subject to the vote, the Leader and Cabinet will comprise Conservative Councillors.
4. I had my County Councillor preliminary induction last Friday (10th May).
5. I will attend Parish Council meetings wherever possible from Wednesday 15th May onwards.
6. With the boundary changes and reduced number of Councillors, I have responsibility nine parishes, many more than my predecessor, and this inevitably results in Parish Council meeting clashes. I will attempt to manage this as equitably as possible.
7. My new email address is david.bartholomew@oxfordshire.gov.uk but I am advised I will be unable to access this for a few days yet.

8. S.O.D.C. – Cllr. M. Leonard.

Mr. Leonard reported:

1. Mrs Hershaw has been advised to apply for change of use for the Wyevale site from Commercial to residential
2. Council are currently reviewing the Henley /Harpsden neighbourhood plan as required by statute to check it conforms to Core Strategy.

3. Mr Heron of Vortal has been advised to submit an application rather than numerous emails questioning policy.
4. A new cabinet will be appointed at the council meeting at the end of this month.
5. There are several Consultations in progress a) Taxi Fares) Henley Harpsden Neighbourhood Plan c) the future of the Outlook magazine and the current distribution organisation.
6. Community Governance Review – South Oxfordshire District Council .Email circulated to Council .Council discussed implications carried forward from last meeting. The Clerk to draft a response requesting change of Parish Boundary to include all of Northfield Avenue and Bolney Road and circulate to Council before forwarding to Mr K George Chairman of Harpsden PC for their opinion

ACTION :Clerk

- 9. OPEN FORUM** The meeting was suspended at 8.36pm to allow questions from members of the public present Mr R Milne requested an update on his request for a schedule of Gully emptying and road sweeping indicating that he believed the Station Road had not been swept for two years .This was strongly refuted Mr M Leonard .Mr Leonard stated that there is no schedule , but regular inspections and if required a unit will carry out a sweep .Mr Milne insisted that the gulleys and soakaways are congested and hence no surface water can be directed down the drain .The Chairman requested Mr Leonard and the Clerk to get an accurate update

ACTION Clerk, Mr M Leonard

The meeting resumed at 8.48pm

10. SPECIAL REPORTS-PLANNING.

11. PLANNING

The Planning Working Party submitted the following report for approval

PLANNING REPORT: APRIL-MAY 2013.

A) APPLICATIONS.

P13/S0707/HH: Crowsley End, Crowsley Road, Lower Shiplake RG9 3JT

Applicant: Mr B. Baxter Type: Other

Proposal: Two storey rear (side) extension.

Recommendation: REFUSAL

for reasons of scale, height and proximity to boundary fence would result in overbearing impact and loss of light to kitchen/breakfast room and study windows of neighbouring property.

APPLICATION resubmitted with amendments

P13/S0824/HH: The Bothy, New Road, Lower Shiplake RG9 3LG

Applicant: Dr I. Cheshire Type: Other

Proposal: First floor extension to existing detached property.

Recommendation: REFUSAL

for reasons of:-over-development of existing building's footprint in the context of the almost contiguous neighbouring properties

-scale, bulk and proximity having an overbearing impact, and

-loss of light (and sunlight) to the neighbouring affected properties.

APPLICATION since withdrawn.

P13/S0997/FUL: Woodlands Cottage, Woodlands Road, Harpsden RG9 4AA

Applicant: Mr B. Watson Type: Other

Proposal: Erection of two storey house and ancillary structures and landscaping works (Alternative revised proposal to planning permission P11/E0647).

Recommendation: NO STRONG VIEWS.

Council approved the recommendations on a motion proposed by Mr T Taylor and seconded by Mrs A Law.

B) DETERMINATIONS.

C) ENFORCEMENTS UNDER INVESTIGATION.

P12/S1481: Waynefleete, Station Road, Lower Shiplake-Tree removal (ref 7 March)

P11/E2116: Lower Bolney Farm, Lower Shiplake-Lighting (ref 18 March).

The Clerk has received confirmation from Mr T Small at SODC that all temporary lighting has been removed and the only lighting now in place is as per approved Planning Application

12. FINANCIAL MATTERS.

1. A copy of the financial statements for May together with details of the accounts due for payment is attached
2. Council approved the following payments on a motion proposed by Mr T Taylor and seconded by Mr D Pheasant

Inland Revenue – clerk’s tax underpayment 2012/13	9.14	£98.80
Shiplake Hall Modernisation Fund	13.14	£3,000.00
R V Hudson – salary April	10.14	£327.90
R V Hudson – expenses, office allowance. April	11.14	£76.20
Inland Revenue – clerk’s tax & NIC April	12.14	£218.00
Higgs Printing SVP questionnaire	14.14	£1,588.20
Mr Robin Head Grasscutting	15.14	£88.00
Mr G Thomas reimbursement	14.14	£25.04
LCR Online annual Sub	15.14	£16.00
Staples Bus Account	16.14	£89.78
Staples Bus Account	17.14	£8.70

3. The Finance Working Party met on Thursday May 9th to discuss items 4-7 below
4. Council approved the end of year accounts on a motion proposed by Mr F Maroudas and seconded by Mr D Pheasant
5. Council approved section 1 of the AFR on a motion proposed by Mr G Thomas and seconded by Mr T Taylor
6. Council approved section 2 of the AFR on a motion proposed by Mr G Thomas and seconded by Mr T Taylor
7. Council approved the statement of internal controls on a motion proposed by Mr D Pheasant and seconded by Mr T Taylor.
8. The promised grant of £3000 has been made to Shiplake Modernisation Fund ,The Chairman requested the Clerk to ascertain if this money was being used to directly pay contractors working if so Council would be in a position to reclaim the VAT **ACTION :Clerk**

13. MATTERS FOR CONSIDERATION.

14/14 HIGHWAY MATTERS.

1. Chairman updated Council on the Site meeting to discuss experimental traffic order with Mr M Francis ,Mr D Bellchamber on April 22nd 2013 A number of concerns from residents have been addressed
2. SCHOOL COACH PARKING ISSUE: SHIPLAKE-Top of Station Road/junction with A4155 reported by Mr G Thomas response below from PCSO Boyes :
I have been in contact with MRS LEATHERBY from LUCKLEY OAKFIELD SCHOOL & she was rather perplexed as to why a READING & WOKINGHAM Coach Transports bus would be there at that time in the morning as they have no students collected at that time. As a result I have been in contact with READING & WOKINGHAM Coach Transports & they have confirmed that they do not collect any students at that time in the morning. However, on the date that the incident was reported to me (29/04/2013) they had leased a bus to another company that being TK Travel LTD.I have made contact with the owner (MR Tony FLOYD) of this company & he has confirmed that it was him parked along the double yellow lines at the time. MR FLOYD states that he collects students for ST Joseph College. It seems that there is a major demand for space at the site in question & it is literally a first come first serve situation.MR FLOYD was a little aggrieved that his company has been singled out as the sole culprit as he stated that Weaverway & Horsemans are the other 2 companies who make use of the site. He has passed me his contact telephone number ([M] 07717313225) & requested that I pass it to the SHIPLAKE Parish Council, with the intention of reaching some form of logical solution to the problem at hand that being demand for a service from the village & space. I have notified READING & WOKINGHAM Coach Transports & TK Travel LTD that officers will be visiting the site & that if caught parked on double yellows they will be ticketed.WPC Barbara TAYLOR will be visiting the site tomorrow ([M] 07814485286).
3. Mrs Law raised the issue that the WIG WAG sign in Memorial Avenue is a) too close to the School and is covered by a large conifer .The Clerk was requested to contact the resident and request the conifer to be trimmed and if required offer the service offered by the primary school to do the tree work. **ACTION : Clerk**
4. Station Road ,Council requested Clerk to contact Mr D Bartholomew with regards to the condition of Station Road .The top of the road has been improved but it now makes the rest of the road particularly shabby, notably where holes have not been repaired and a pillar at the junction of Station Road and Northfield Avenue has not been replaced
ACTION: Clerk Mr D Bartholomew

15/14 MODEL CODE OF CONDUCT.

16/14 RECREATION GROUNDS/OPFA

1. Badgers Walk - Mr C Smith being absent there was no report on the condition of the equipment and general condition of the playground.
2. Memorial Hall. Mrs Law submitted a report on the condition of the equipment and the general condition of the playground. As being overall satisfactory .Mrs Law reported that the gates will not self-close .Mr G Davies offered the services of his head grounds man to take a look and report what can be done **ACTION Mr G Davies**
3. Oxfordshire Playing Fields Association Spring Newsletter circulated by email

17/14 FOOTPATHS.

1. The Chairman reported that the Japanese Knotweed on FP 38 is gaining a hold and needs to be addressed before entering the Lashbrook reserve The Clerk was requested to contact The EA to see if they can assist. ACTION :Clerk
2. Mr M Leonard reported what appears to be an unauthorised sign directing walkers way from the right of a way along the back of the house in Mill lane .Mr Leonard was requested to forward a photo to the Clerk for action with Mr Beale (OCC) ACTION Mr M Leonard
3. Mr Thomas reported that the Log Jam in the backwater has been cleared.
- 4.

18/14 SHIPLAKE – DEVELOPMENT OF FACILITIES.

Projects for improving facilities within village

Phase 1

LASHBROOK RESERVE: update from Mr G Thomas:

Having cleared the bridge-side bank, the main task during May will be de-nettling.

The particular patch to concentrate on is the SW quadrant (from the foot entrances opposite "Sunny Holme" on Mill Road in to the big willow trees and back (right) to the area around the dogwood- and leaving the comfrey.

Sandra Greenslade has kindly offered to start the ball rolling for Sunday 12th and Saturday 25th at the usual time of 10.30am, so if you can join her please let her know.

Loddon Lilies have started to take-on the left of the foot entrances deep in the patch between the LH entrance and the large wood-pile; one further north up the pathway , just in (towards the road) from the clearing where we had the big bonfire originally, and another further north again, this time towards the brook.

Phase 2

SHIPLAKE VILLAGE PLAN:

UPDATE ON COMMUNITY PLAN, BROADBAND & VILLAGE WEBSITE

Mr D Pheasant reported that the response to the SVP major survey was extremely good with a return rate for households of 78% and for individuals of 75%: 1116 surveys were distributed and 832 returned. The results of the initial analysis are due from SODC on 14th May making it possible to present a summary of the outcomes at the APM on 23rd May. Subsequent initiatives on the key issues presented in the survey will be determined based on the analysis of the returns.

Broadband and village website initiatives were covered by the survey and views expressed will be incorporated into our activities. Volunteers offering their services will be invited to join the groups that will be working on these initiatives. With regard to broadband, we await the imminent decision by OCC on the contract to install improved broadband throughout the county and its potential benefits to the parish.

Future Phases

1. CYCLEPATH.TO HENLEY.
2. VIRTUAL VILLAGE PROJECT
3. BROADBAND speeds /E.COMMS- newsletter received and circulated by email. Better Broadband Update: Community self-help options, contract negotiations and FAQs
4. TREE PRESERVATION The Chairman reported that following his conversations with Mr Gammie at SODC Forestry a blanket TPO can be effected if there is substantive reason for such action. Council suggested an article in next issue of newsletter highlighting Council's thoughts re Blanket TPO's requesting input from residents in affected areas

.ACTION: Chairman

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

18/14 ENVIRONMENTAL MATTERS.

19/14 S.O.D.C.

1. Taxi tariff consultation press release received by email and circulated.

20/14 OCC

1. Oxfordshire County Council Fire safety training circulated by email

21/14 O.A.L.C. /O.R.C.C.

1. Latest issue of LCR- on- line circulated by email.
2. Putting Communities First - Eric Pickles MP to headline NALC London event, circulated by email.

22/14 MEMORIAL HALL

1. Mr Head being absent had sent a brief report , saying that although the MH work plan is back on schedule serious rot problems have been discovered when removing flat roof..

23/14 CHILTERN SOCIETY/CPRE

1. .Communication received launching CPRE new Transport Toolkit .Tabled
2. Latest issue of Fieldwork circulated by email.

24/14 DEFRA & OTHER GOVERNMENT CORRESPONDENCE

25/14 TOWNLANDS & OXFORDSHIRE PCT.

14. CORRESPONDENCE

1. .Invitation received to attend Public Open Day at John Radcliffe Hospital on Discovering the NHS Research tackling Stroke, Heart Disease, Diabetes ,Cancer and Dementia 15th May 2013 .Tabled
2. Invitation to attend launch of Oxfordshire Health Watch circulated by email

15. ITEMS OF INTEREST OR FOR FUTURE DISCUSSION.

The Clerk was requested to invite Mr Anton Nath and Mrs A Richardson to APM

There being no other business the Chairman closed the meeting at 9.48PM

R.V.Hudson.

Clerk to the Council.

08/05/2013