

**MINUTES OF THE MEETING OF SHIPLAKE PARISH COUNCIL HELD IN
SHIPLAKE MEMORIAL HALL
ON MONDAY JUNE 10th 2013 AT 7.45 P.M.**

- 1. PRESENT :** Mr T Taylor ,Mr G Thomas, Mr R Head Mr G Davies, Mr D Pheasant, Mrs A Law , Mr F Maroudas ,Mr D Bartholomew(CC) Mr R Simister(DC) apologies for absence were received from Mr C Smith ,Mrs J Arnott and Mr M Leonard.
- 2. DECLARATIONS OF GIFTS & INTEREST.** Councillors were given the opportunity to declare any gifts or interest in any item on the Agenda. Mr G Thomas declared an interest in PA P13/S1388.
- 3. MINUTES OF THE AGM MEETING HELD ON MONDAY, MAY 13th 2013 AND THE APM MEETING HELD ON MAY 23rd 2013.**
 1. The following correction was noted in the AGM minutes in section 2 under working parties Mar lines 1,2,8, should read Mr ,Mgrs lines 3,4 should read Mrs and Mgr line 2 should read Mr .Item 5.1 line 2 to discuss should read discussed .The minutes were then approved on a motion proposed by Mr G Thomas and seconded by Mrs A Law .
 2. The APM minutes were approved on a motion proposed by Mr R Head and seconded by Mr D Pheasant.
- 4. MATTERS ARISING FROM PREVIOUS MEETINGS**
 1. Mrs Law requested a discussion about Primary School allocations , discussed in open forum
 2. Community Governance Review Shiplake Parish Boundaries _Chairman to update Council with reference to draft letter to Mr D Buckle .The Chairman reported that he proposed to wait until he had had a meeting with The Chairman of Harpsden PC Mr Kester George before responding to Mr Buckle. The Chairman, Mr G Thomas and the Clerk will attend the next meeting of Harpsden PC.

5. POLICE MATTERS.

SHIPLAKE REPORT FOR MAY 2013: from PCSO Boyes

1. **Road Traffic Accidents (RTC):** RTC A4155 & RTC STATION RD.
2. **Speeding:** No incidents to report.
3. **Parking Issues:** Although STATION ROAD'S parking issues seem to have been resolved through the implementation of the double yellow lines, I have been informed by some residents that the previously offending vehicles have been displaced into the side roads & that this itself is now becoming an issue. The issues regarding the buses at the top of STATION ROAD are continuing to be monitored.
4. **Fly-Tipping:** Nothing to report.
5. **Door-to-Door Salesmen:** A male was reported along BOLNEY ROAD attempting to sell goods. The resident declined & the male became pushy. Residents are reminded to exercise caution when dealing with these individuals and not to leave them unattended. Please report any aggressive or pushy behaviour to 101.
6. **Theft from Vehicle:** No incidents to report.
7. **Suspicious Vehicle/Person:** A suspicious vehicle was reported along BOLNEY ROAD. Suspicious males were reported within the train station car park. A suspicious white van was sighted along STATION ROAD.
8. **Theft from Dwelling:** Nothing to report.
9. **Suspicious Package:** A suspicious package was reported at the bus stop along STATION ROAD.

10. **Theft of Vehicle:** No incidents to report.
11. **Road Hazard:** A dead deer was reported within the A4155.
12. **Vulnerable Person List (VP List):** I would like to encourage people to forward any potential names for inclusion within the VP List. Please remember that I an event planned in conjunction with AGEUK for the 18th of July 2013 to be held at the SONNING COMMON Village Hall.
13. **Traveller Fraternity:** It was reported that the members of the traveller community had attempted to gain access to the deserted Wyevale Garden Centre along the A4155 opposite the polo club.
14. **Exposure:** A male reportedly exposed himself to a female along the foot path between SONNING & SHIPLAKE. .
PCSO Boyes is moving to new area and will be replaced by PCSO Mike Rawnsley based at Sonning Common .Mr G Thomas proposed sending a vote of thanks of behalf of SPC to PCSO Boyes for his diligence. Council unanimously agreed.

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

Mr D Bartholomew reported:

1. Minerals waste strategy, Mr Bartholomew has been invited to take part in LaFarge liaison group. The 3rd phase of extraction is due to come before the Planning Regulation Committee at County therefore might become an issue for Shiplake. Full Council of OCC will meet on 9 July 2013 to debate the full strategy, the National Planning Framework might have an impact.
2. Broadband contract negotiations are progressing. The latest information on the contract is expected to be announced at the end of July/August. Mr D Bartholomew stated that the objective is 90% of the county having 24 Mb download speeds. The minimum will be 2 Mb. Mr D Bartholomew will update further at next meeting.
3. Adult services. Following public consultation between November and February OCC are considering the adult services
4. Road defects, Mr D Bartholomew contacted Mr Keith Stenning (Highways) regarding the situation on Station Road Mr Stenning responded that it has been noted and they are awaiting a programme of work.
5. Communication from Mr Walton referenced Thames path clearance. See item 29/14. It was reported that too much had been cleared and Mr G Thomas offered to speak with the volunteer concerned.
6. Thames Farm development, see item 10 (C) 2 on the agenda
7. Mr R Head asked about footpath along Plough Lane and whether the footpath will eventually link up. Some sections have not been done and apparently need permission from SOHA and it also erection of a retaining wall. Mr R Head requested Mr Bartholomew to follow up with Mr Keith Stenning.
ACTION: Mr D Bartholomew.
8. Mr T Taylor asked whether the potholes on Station Road, Church Lane and Mill Road could be attended to as a matter of urgency. This was a unanimous recommendation from the experimental traffic order site meeting passed to Mr David Tole.
ACTION: Mr D Bartholomew.
9. Mr G Thomas reported that there is a serious pothole adjacent to the turning by the Flowing Springs PH on the A4155 and is now in a very dangerous state of repair.
ACTION: Mr D Bartholomew

7. S.O.D.C. – Cllr M Leonard.

Mr M Leonard being absent there was no report

8. OPEN FORUM Mr D Heron of Vortal requested to make a brief presentation

The Chairman suspended the meeting at 8.20pm to take questions comment form members of the Public present

- 1) Shiplake Primary School. The Head Teacher, the Bursar, and the Chair of Governors spoke of their serious concerns to Council regarding the issue of placements at the school and the impact of any residential developments on those placements. The school has no room to expand and therefore can only take 28 pupils in each year. In recent years, the placement requests have considerably exceed the allocation. This means that in some cases local residents are unable to have their children placed at Shiplake School.
- 2) Mr R Milne expressed 3 concerns :
 - a) The layout of the meeting room and how difficult it was to hear the councillors speak
 - b) The issue of gully cleansing in Station Road. Mr Milne assured Council. there has been no soak away emptying in the last 2 years, despite the memo received from Mr M Leonard. The Chairman requested Mr Bartholomew to investigate the Street cleansing and gully emptying policy and report back to Council. **ACTION Mr D Bartholomew**
 - c) Mr Milne asked about the post at the bottom of Station Road where the road had been repaired and the gully had been repaired but the post had not been replaced .Mr Bartholomew was asked to investigate and report back. **ACTION :Mr D Bartholomew**
- 3) Mr D Heron of Vortal Properties spoke challenging housing stock figures supplied by SODC and challenging their validity .This challenge was rebutted by Mr R Simister (DC) who stated that Council's core strategy had been reviewed by an independent assessor and the strategy was sound. Mr Heron again offered a quid pro quo of community funds e.g. broadband in exchange for housing development.After listening to the presentation the chairman suggested that the best course of action is for Vortal to submit a planning application and then Council will be able to assess that application on its merits. Mr Heron thanked Council for the time.

The Meeting was resumed at 9.05pm

9. SPECIAL REPORTS-PLANNING.

10. PLANNING

The Planning Working Party submitted the following report for approval
MAY-JUNE 2013.

A) RECOMMENDATIONS.

P13/S1175/HH. Woodstock, Crowsley Road, Lower Shiplake RG9 3LE

Applicant: Mr M. Lynskey. Type: Other

Proposal: Single storey rear extension with rooflight to replace existing conservatory.

Recommendation: **NO STRONG VIEWS**

P13/S1296/HH Burnbank, New Road, Lower Shiplake RG9 3LG

Applicant: Mr D. Oliver Type: Other

Proposal: Single storey side extension.

Recommendation: **NO STRONG VIEWS.**

Address: Crowsley End Crowsley Road Lower Shiplake RG9 3JT

Applicant Mr Baxter

Application Reference: P13/S0707/HH (Householder)

Proposal: Two storey rear extension

Application Type (see definition over): Other

13-May **RECOMMEND REFUSAL**

13-May amended details submitted

Address: Yule Lodge New Road Lower Shiplake RG9 3LH

Applicant Mr B Mead

Application Reference: P13/S1388/HH (Householder)

Proposal: Erection of two storey side, front and rear extensions, single storey side and rear extension and detached garage and outbuildings and formation of two new accesses.

Application Type (see definition over): Other

7th June amended details submitted

Recommendation: **REFUSAL**

Council approved the recommendations on a motion proposed by Mr G Davies and seconded by Mr F Maroudas

TO BE REVIEWED

Address: The Boat House Bolney Road Lower Shiplake RG9 2JG

Application Reference: P13/S1385/HH (Householder) Applicant Mr Vennables

Proposal: Proposed single storey extension.

Application Type (see definition over): Other

Address: Stratton Plough Lane Shiplake Cross RG9 4DE

Application Reference: P13/S1530/HH (Householder)

Proposal: Removal of existing side conservatory. Erection of new side conservatory.

Application Type (see definition over): Other

Address: Thornfield House Crowsley Road Shiplake RG9 3LD

Applicant Mr Elliott

Application Reference: P13/S1506/HH (Householder)

Proposal: Alterations and erection of rear and side extensions to form utility, kitchen, dining and living room, en-suite and bedroom. Erection a 2 storey front extension to enlarge the study and bedroom above.

Application Type (see definition over): Other

B) DETERMINATIONS.

Address: Crowsley End Crowsley Road Lower Shiplake RG9 3JT

Applicant Mr Baxter

PERMISSION GRANTED with 4 conditions

C) OTHER

1. Cutting down of trees on Station Road: SODC have advised that this was not done by Waynflete, so no breach of P12/1481, but by Chiltern Lodge under P11/E0578 and subsequently confirmed that this was approved under this planning permission.
2. Submission of Outline Planning Permission for residential development at Thames Farm, details received by all councillors by mail. Councillors discussed the communication from Mr Whitfield agent acting Mrs C Engbers and unanimously passed a motion proposed by Mr F Maroudas and seconded by Mr T Taylor strongly opposing any form of residential development on this site

ACTION :The Clerk

11. FINANCIAL MATTERS.

1. A copy of the financial statements for June together with details of the accounts due for payment is attached

2. Council to approve the following payments

R V Hudson – salary May	23.14	£428.34
R V Hudson – expenses, office allowance. May	24.14	£ 79.80
Inland Revenue – clerk’s tax & NIC May	25.14	£117.56
Mr Robin Head Grasscutting	26.14	£ 66.00

The month accounts were approved on a motion proposed by Mr Taylor and seconded by Mr F Maroudas

3. Email received from Mr R Partridge.

“I have arranged for the kitchen supply and fit company, (Lockhart), to invoice the new kitchen range as a single separate item. Its cost is £2815 plus VAT. Would the PC would like to pay for this instead of making another £3k cash donation this year, and then claim the Vat back if your advisers feel that is allowed. If so that would be much appreciated by the Modernisation Appeal Committee”.

Council discussed, the email and agreed to request the original £3000 grant be returned and make a new payment as suggested

ACTION: Clerk

4. Internal Audit approved and section 4 of AFR signed off.

12. MATTERS FOR CONSIDERATION.

26/14 HIGHWAY MATTERS.

27/14 MODEL CODE OF CONDUCT.

28/14 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 reported the condition of the equipment and the general condition of the playground as satisfactory.
3. Oxfordshire Playing Fields Association Spring Newsletter circulated by email

29/14 FOOTPATHS.

1. Email received from MR P Walton :

I trust I am writing to the appropriate person regarding my frustration.

I have just walked along the river on the public footpath between Lower Shiplake and Shiplake Lock. I was dismayed to find that the path had been cut about one yard wider than it was last year. In consequence a great swathe of natural vegetation has been removed. Wild plants that are important for wildlife, including now uncommon birds, cut to the ground. If this practice is stopped now then nothing may be lost. The width of the path was more than adequate, and indeed most public footpaths are described as three feet wide in the Definitive Statements – at least they used to be when I worked with them in the seventies. The path must be about 8 feet or more wide now.

I have also recently noticed cyclists heading down towards that footpath, and there was evidence of tyre marks today. Unless the law has changed, cyclists are prohibited from the use thereof.

Action as per item 6.5 above

2. Japanese knotweed appears to be spreading towards Lashbrook .The Clerk was requested to write to the Environment Agency to see what action is available .**ACTION :Clerk**

30/14 SHIPLAKE – DEVELOPMENT OF FACILITIES.

Projects for improving facilities within village

Phase 1

LASHBROOK RESERVE: update from Mr G Thomas:

Phase 2

SHIPLAKE VILLAGE PLAN: update from Mr D Pheasant

UPDATE ON COMMUNITY PLAN, BROADBAND & VILLAGE WEBSITE

Shiplake Villages Plan: Presentation of initial analysis of Major Survey returns (return rate > 75%) presented at APM and now available on parish website. Over 100 people attended the APM and presentation well received. The most important concerns/desires of respondents ranked as follows:

Road Maintenance	68%
Improved Broadband	47%
Parking	44%
Paths & Cycle Ways	39%
Traffic Calming	21%
Local Bus & Rail Services	19%
Housing & Development	16%
Dog Fouling	15%
Street Lighting	8%
Community Facilities	8%
Community Activities	6%

Next stage is the more detailed analysis of the survey returns by the Steering Group teams, coupled with a draft terms of reference produced by each team, addressing issues and desires raised. The objective is to produce a recommended Shiplake Villages Plan towards the end of the year.

Broadband: The announcement on the OCC OxOnline initiative appears to imminent. Articles in such as the ORCC bulletin (and other sources) suggest the contract for Oxfordshire may well be with BT but any details on implementation unlikely to be available until November 2013. My own discussion with the OCC person involved with the project, on behalf of the OCC Chief Executive's Office, suggests the timing and the decision on the contractor is not so definite at this time but it will be this year and agrees that we should pursue progress via our OCC councillor. Clearly, sensitivity on information during contractual negotiations is a factor currently. Unfortunately it appears we are not going to have clarity on benefits we might derive from this program for some time. This will be reflected in the deliberations of the SVP team which will be focusing on this aspect of the plan.

Virtual Village/Website: The SVP survey identified a high level of proficiency in and use of the internet with a desire for an improved website which was more interactive than was currently available. A project team is being put together to progress this project to select/develop a new website

Future Phases

1. CYCLEPATH.TO HENLEY.
2. VIRTUAL VILLAGE PROJECT
3. BROADBAND speeds /E.COMMS-
4. TREE PRESERVATION Clerk requested to contact Mr M Gammie (Forestry officer) to commence process for blanket TPO's on Bolney Road, New Road, Crowsley Road and Lashbrook Road, following the precedent of Memorial Avenue.

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

31/14 ENVIRONMENTAL MATTERS.

32/14 S.O.D.C.

33/14 OCC

34/14 O.A.L.C. /O.R.C.C.

1. Latest OALC members update received and circulated by email
2. Latest issue of LCR- on- line circulated by email.
3. Latest issue of ORCC NEWS BULLETIN - June 2013 (members) received and circulated by email
4. Notification of OALC AGM 1st July 2013 received and circulated by email

35/14 MEMORIAL HALL

Mr Head reported:

1. The major building work is back on programme, however work on the flat roof has uncovered some major problems .The main beams are rotten and the extra work to replace these means additional costs of c £15k which raise some financial issues as funds are limited and the reserve is committed. The Chairman suggested a meeting between the MH fundraising committee and the FWP to discuss options. **ACTION : Clerk**

36/14 CHILTERN SOCIETY/CPRE

37/14 DEFRA & OTHER GOVERNMENT CORRESPONDENCE

38/14 TOWNLANDS & OXFORDSHIRE PCT.

13. CORRESPONDENCE

14. ITEMS OF INTEREST OR FOR FUTURE DISCUSSION.

1. Mrs A Law showed an example of Binfield Heath's newsletter which is much simpler than Shiplake and issued more regularly
2. The Chairman asked for update on development of the Shiplake Website .Mr D Pheasant reported as per item 30/14 Phase 2 above. Mr D Pheasant also reflected that there were benefits in progress being slower than originally envisaged in gaining relevant feedback from the community and volunteers for the project via the survey.
 - a. Council agreed the importance of improved communications within the villages, and the availability of a new/improved website would likely be key to achieving this. In this context we should discuss the proposed functionality and implementation in more detail at the September meeting.

There being no other business the Chairman closed the meeting at 10.09pm

R.V.Hudson.

Clerk to the Council.

01/07/2013