

**MINUTES OF THE MEETING OF SHIPLAKE PARISH COUNCIL HELD IN
SHIPLAKE MEMORIAL HALL
ON MONDAY JULY 8th 2013 AT 7.45 P.M.**

- 1. PRESENT.** Mr T Taylor, Mr G Thomas, Mr R Head, Mr C Smith, Mr F Maroudas, Mr M Leonard (DC) Mr D Bartholomew (CC) Apologies received from Mr D Pheasant, Mrs A Law Mrs J Arnott and Mr G Davies
- 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 Planning Application for Yule Lodge.
- 3. MINUTES OF THE MEETING HELD ON MONDAY, JUNE 10th 2013.**
The Minutes were approved on a motion proposed by Mr F Maroudas and seconded by Mr G Thomas

4. MATTERS ARISING FROM PREVIOUS MEETINGS

1. Community Governance Review Shiplake Parish Boundaries. Chairman updated Council with reference to letter submitted to Mr D Buckle and conversation with Harpsden Parish Council. Discussions had taken place with Mr M Leonard (DC) reference any possible effect on status as a smaller village and the historic precedent of the boundary. Since any proposal would not have an effect on Shiplake village status it had been agreed by the Planning Working Party that a) since there would be no further opportunity for a review for the next ten years, b) the factors surrounding Thames Farm c) approx. 28 properties affected are already located in the village of Shiplake and d) that a consultation process would take place if the District Council supported a review, that a proposal submission should be submitted before deadline.

5. POLICE MATTERS.

SHIPLAKE REPORT FOR JUNE 2013: from PCSO Boyes

1. Fatality: 01/06 Canoeist drowned SHIPLAKE Loch MILL LANE.
2. Road Traffic Accidents (RTC): 12/6 RTC A4155 moped VS 4x4.
3. Speeding: No incidents to report.
4. Parking Issues: No issues to report.
5. Fly-Tipping: Nothing to report.
6. Door-to-Door Salesmen: No issues to report. 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.
7. Theft from Vehicle: No incidents to report.
8. Suspicious Vehicle/Person: 5/6 MEMORIAL AVENUE suspicious persons sighted in garden. 7/6 MEMORIAL AVENUE suspicious silver mini with black roof sighted. 7/6 BOLNEY ROAD suspicious white Ford escort van sighted. 26/6 NEW ROAD suspicious vehicle sighted.
9. Theft from Dwelling: Nothing to report.
10. Incident: 30/06 Male sighted with knife CROWSLEY WAY.
11. Theft of Vehicle: No incidents to report.
12. Road Hazard: 8/6 dead deer was reported within the A4155. 20/6 large bag reported within the A4155. 25/6 dog reported within the A4155.
13. 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.
14. Male arrested in Station Road, for carrying a knife and using threatening behaviour

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

. Mr D Bartholomew reported::

1. SPENDING REVIEW

The Chancellor announced the latest spending review at the end of June for the year 2015-16. There will be a further reduction in government funding for local authorities of 10%. The exact details are not yet known; they should become apparent during the autumn. This will mean further pressures on the Council on top of the £127 million already saved along with the proposed savings of £74 million in the coming 4 years.

2. FINANCIAL MANAGEMENT

Due to sound financial management and achieving our savings targets earlier than expected, the County Council's provisional outturn has a £3m underspend in the £418m budget - a 0.76% underspend. !

3. HOME TO SCHOOL TRANSPORT

Oxfordshire County Council currently provides free school transport above and beyond the statutory national level and higher than our neighbouring County Councils. The Council is considering ending free travel to the designated (catchment) school if the distance from home to school is over 3 miles if aged 8 or over, or 2 miles if less than 8 and of school age, unless this is the nearest school to a child's home address. This would take effect from September 2014 and those children for whom free transport has been agreed before that date would not be affected by this proposed change of policy. This protection would last up until the end of Year 6 for those in primary school and Year 11 for those in secondary school. This will not affect children from families who claim free school meals. **Concessionary travel** and **'unsafe walking routes'** are also being reassessed. The vast majority of children in Oxfordshire will not be affected by the change in policy as most children qualifying for free transport attend their nearest school within the catchment area. This is currently at the consultation stage, but the deadline for responses is close (**15th July**) and will go to Cabinet on 16th July. To respond to the consultation or for more information see:

<https://myconsultations.oxfordshire.gov.uk/consult.tilHomeSchoolTransport2014consultationHome>

4. READING CAMPAIGN

The Oxfordshire Reading Campaign was commissioned by Oxfordshire County Council last year to significantly improve Year 2 pupils' reading levels in Key Stage 1, and to develop children's confidence in, and love of reading. Between September and Easter 55 schools have been involved and the effects are remarkable. Results from phonics assessments have started coming in and early indications show pupils are making fantastic progress, gaining an average reading age of 13.9 months - well above the levels achieved last year. More information is available at

<http://www.oxfordshirereading.co.uk/>

5. ARMED FORCES DAY

The County held a flag raising ceremony and salute in the Castle yard of Oxford Castle on 27th June to mark Armed Forces Day on 29th June. Members of the military from across Oxfordshire took part with the Lord Lieutenant of Oxfordshire, the High Sheriff and the Chairman of the Council, Councillor Tim Hallchurch, taking the salute.

6. DEVELOPERS & INFRASTRUCTURE

The Cabinet is working on new ways of working with developers. On 18th June the Cabinet examined how direct construction of infrastructure might add to our efficiency.

7. ADULT SERVICES

Following public consultation from November to February 2013, Cabinet met in June to consider the Older People's Strategy. This plan encourages people to stay healthy as they age and support older people who need help and care. It has been put together by the NHS, County and District Councils, organisations that work with older people and older people themselves. The Cabinet considered and agreed the new pooled budget arrangements with Oxfordshire Clinical Commissioning Group (OCCG). This will not only mean financial savings it will provide a better, seamless service for the vulnerable. At the July meeting cabinet will assess care home fees following consultation.

8. OPERATION BULLFINCH

Following the convictions of seven men in connection with the Bullfinch investigation into child sexual exploitation, the judge passed sentence on 2yth June. These ranged from **seven to twenty**

years (life imprisonment). Bullfinch was a joint operation between Oxfordshire County Council and Thames Valley Police. The council hopes these sentences send out a strong message that child sexual exploitation will not be tolerated in Oxfordshire. We would like to praise the courage of the victims for giving evidence in court that has led to these sentences, and we are sorry we did not stop it sooner. We have learned a great deal about how to prevent and disrupt child sexual exploitation, and are working closely with other agencies to root it out. Along with TVP, we encourage anybody who may have been the victim of this kind of abuse - or knows someone who has - to talk to our specialist team in confidence. The Kingfisher team can be contacted on 01865 335276.

9. LOCAL TRANSPORT PLAN 3 CONSULTATION

A new area strategy has been developed for our area as part of the third Local Transport Plan (L TP3) which runs from 2011 to 2030. This is updated annually and you are invited to take part in the web-based consultation from July until September. More information on our Area Strategy can be found at <http://www.oxfordshire.gov.uk/cms/public-site/area-transport-strategies>

10. SPECIFIC REPORT FOR SHIPLAKE

PLOUGH LANE FOOTPATH

I was asked to establish whether works here will be extended/completed. I have received the following response from the Area Steward:

We did a small scheme here last financial year [to] increase the length of the footway back from the junction and bus stop. We could [not] complete the length of footway back to Plowden because there was not enough funding available, the utility apparatus in the verge, problems with the width of available verge, it was too narrow to accommodate a footway, and the timing of the works meant that it would overrun the end of the financial year.

11. POT HOLES/ROAD CONDITIONS IN SHIPLAKE

I was asked whether these could be addressed. On this occasion I have made contact on the Parish Council's behalf, but normally they should be reported through the official channel:

highwayenquiries@oxfordshire.gov.uk

Reference numbers are:

Station Road - 586987

Mill Road - 586992

Mill Lane - 568997

Church Lane - 587001

Station Road/Northfield Avenue - 587009

12. POT HOLE AT FLOWING SPRING

I was advised by Mr G Thomas that this was especially dangerous, and we have subsequently exchanged emails. I have been advised that OCC's contractor was aware of the problem, but had not dealt with it in the appropriate time frame. If it has not yet been done, I will escalate. The reference is: Spring Lane/A4155 - 587005.

13. GULLEY CLEANSING IN STATION ROAD

Subsequent to a complaint by parishioner Mr R Milne, I was asked to investigate OCC's policy on gulley cleansing. I received the following response from the relevant official:

Our programme is to complete 33% of the gullies in each year, so every road will see gully cleansing at least once in every 3-year cycle. In between times, we will respond to public complaints and arrange spot cleansing where required. Anyone wanting to report a blocked gully should contact 0845 310 111 or use the FixMyStreet reporting system on our web pages.

14. BROKEN POSTS AT STATION ROAD/NORTHFIELD AVENUE JUNCTION

Subsequent to a complaint by resident Mr R Milne, I was asked to investigate what was happening about a broken post. Since the original complaint a further post has been broken. I have made two site visits and emails have been exchanged between the Parish Clerk, Mr Milne, OCC and me. Progress is being made and thanks have been received from Mr Milne.

15. EXPERIMENTAL TRAFFIC ORDER

I have asked David Tole for an update, but have not yet received a response.

16. CYCLE PATH INTO HENLEY

I have asked for copies of studies that have already been done on this, but so far officials have been unable to trace the work. I have also spoken informally with the relevant Cabinet member (David Nimmo-Smith) about the three options:

1. Alongside A4155
2. On redundant railway line.
3. On/near towpath.

Aside from no money being available, he cited the following problems:

For option 2: Electrification; Safety; Unwillingness of track owner to cooperate (probably).

For option 3: Change of use (rambler battles); Flooding; Land ownership.

It appears that Option 1 may be the most achievable, if the least desirable.

7. S.O.D.C. – Cllr. M. Leonard.

Mr. Leonard reported.

1. Community Investment Fund grant applications for less than £25,000 now total 12, a total of £905,000. A total of £800,000 has been awarded.
2. Application for grants for less than 15,000 is closed but will reopen on 1 October 2013 until 21st of December 2013
3. Parish Boundary changes. This is a process that takes place every 10 to 15 years and a review is taking place because of the change in the district and county ward boundaries. Proposals have been submitted. Detailed work commences in October 2013 and implementation is in April 2014.as reported in item 4
4. Town and Parish Forum is scheduled for 6 November 2013.Councillors encouraged to attend
5. A Deep cleanse of Shiplake will take place during July.
6. Young achiever awards total of £20,000 is available for children aged between 11 and 18 years of age and include citizenship, sports, brilliance in arts, drama, and photography. Applications opened on 1 July 2013.
7. The licensing committee has met to review the taxi meters policy which are now installed in taxis .It was decided to go out to consultation on whether the tariff should be set by the Council or operators, the feedback came back in favour of the operators to determine the tariffs.

8. OPEN FORUM

1. Chairman closed the meeting at 8:08 PM to allow members of the public present to raise questions. A member of the public asked about the cycle path and whether any progress had been made. The Chairman responded by saying that the project is being carried out by the Shiplake Villages Plan committee and it is seen as a long-term project. The open forum closed at 8:14 PM.

9. SPECIAL REPORTS-PLANNING.

1. Consultation on the Local Plan: Sites and General Policies submission date 5th August. Mr G Thomas has thoroughly reviewed the documents and suggested some recommendations .Mr G Thomas offered to draft a response for the Clerk to submit on behalf of the Council .Council agreed .

ACTION Mr G Thomas/Clerk

2. Following consultation with Mr M Leonard (DC) Parish Council have submitted a request for a boundary change with Harpsden under the Community Governance Review.

10. PLANNING

The Planning Working Party submitted the following report for approval
PLANNING REPORT: JUNE-JULY 2013.

RECOMMENDATIONS.

P13/S1385/HH: The Boat House, Bolney Road, Lower Shiplake RG9 2JG

Applicant: Ms.H. Vennables. Type: Other.

Proposal: Single storey extension.

Recommendation: **NO STRONG VIEWS.**

P13/S1388/HH: Yule Lodge, New Road, Lower Shiplake RG9 3LH

Applicant: Mr B. Mead Type: Other.

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

This is the second amendment to the original application-reverting to one entrance.

Recommendation: **REFUSAL** on the grounds that, although the access issue has been resolved, our other three original reasons for refusal have not been addressed:

-application unsympathetic to keynote village 19th century building

-materials out of keeping: rendering instead of grey brick/stone, clay tiles and timber cladding

-over-development of site: scale of extensions plus outbuildings and garage.

P13/S1530/HH: Stratton, Plough Lane, Shiplake Cross. RG9 4DE

Applicant: Ms. C. Wood. Type: Other.

Proposal: Removal of existing side conservatory and erection of new one.

Recommendation: **NO STRONG VIEWS.**

P13/S1506/HH: Thornfield House, Crowsley Road, Lower Shiplake RG9 3LD

Applicant: Mr C. Elliott. Type: Other.

Proposal: Alterations and erection of two storey front extension and single storey side and rear extensions.

This is a modification to the original application.

Recommendation: **NO STRONG VIEWS**, as the applicant has agreed to retain the brick frontage to this development in keeping with the other properties on this section of Crowsley Road, which was the reason for our refusal of the original application.

P13/S1532/FUL: St Peter and St Paul's Church, Church Lane, Shiplake Cross.

Type: Minor.

Proposal: Erection of timber machinery store.

Recommendation: **NO STRONG VIEWS.**

The recommendations were approved on a motion proposed by Mr R Head and seconded by Mr F Maroudas.

DETERMINATIONS.

P13/S1175/HH: Woodstock, Crowsley Road, Lower Shiplake

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

PERMISSION GRANTED BY SODC, subject to 3 conditions (our NSV).

P13/S1296/HH: Burnbank, New Road, Lower Shiplake

Proposal: Single storey side extension.

PERMISSION GRANTED subject to 4 conditions BY SODC, (our NSV).

PENDING.

P13/S1831/FUL: Shiplake College-erection of 3 temporary classrooms.

P13/S1651/HH: Willow End, Bolney Road, Lower Shiplake.

Replacement and raising of roof structure to provide 4 bedrooms at first floor level, two storey rear and single storey side extensions.

Thames Farm application also expected.

Note from Mr R Simister

"Thames farm is greenfield land on the edge of Lower Shiplake, which is a 'smaller village' according to our settlement classification in the Core Strategy appendix 4. A planning application for housing adjacent to a smaller village would be contrary to our Core Strategy policy CSR1 which only allows infill housing development on sites of up to 0.2 hectares, rather than extensions to villages onto greenfield land. The only exception to this would be if a scheme was a rural exceptions site. These are usually small schemes within or adjacent to villages providing normally for 100% affordable housing for local need, which I do not sense is the owner's intention for this site.

The Thames Farm site falls within the recently designated Henley and Harpsden Neighbourhood Area, so could in theory be considered for housing allocation through the neighbourhood plan. However I have previously explained to Mrs Engbers my initial view that there would be issues of conformity for SODC and the examiner to consider if the plan were to attempt to allocate development at Lower Shiplake rather than Henley, as the Core Strategy requires 400 homes at Henley. Lower Shiplake does not score highly enough in our settlement assessment to warrant allocations. Decisions on where to allocate homes will be a matter for those preparing the neighbourhood plan, but it will need to meet the basic conditions set out in the Localism Act. These conditions include that the plan is in general conformity with the strategic policies in the development plan (in our case the Core Strategy) and that it contributes to the achievement of sustainable development."

OTHER.

1. Attendance at Harpsden PC meeting 24th June to discuss mutual issues of Parish Boundary and upcoming Thames Farm planning application—Chairman to report.
2. Consultation on Local Plan-SODC memo dated 24th June refers.
South Oxfordshire District Council is asking for views on what should be contained within the second part of Local Plan. Following the adoption of core strategy in December 2012, the council has begun work on the Local Plan: Sites and General Policies. This document will help achieve a number of strategic objectives in accordance with the core strategy. For example, the plan will need to ensure that sufficient housing sites are identified to deliver 1,154 new homes in the 12 larger villages. It will also allocate sites for a range of other uses, including employment and shopping. Council will also be taking the opportunity to refresh the general planning policies that are used to make decisions on planning applications.

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 June	31.14	£327.90
R V Hudson – expenses, office allowance. June	32.14	£ 79.80
Inland Revenue – clerk’s tax & NIC June	33.14	£218.00
Mr Robin Head Grasscutting	34.14	£144.00
Mrs A Law (reimbursement for Mr Partridge)	35.14	£ 64.59
OALC Course fees for Clerk	36.14	£150.00
3. AFR submitted for External Audit by due date July 1st 2013

12. MATTERS FOR CONSIDERATION.

39/14 HIGHWAY MATTERS.

40/14 MODEL CODE OF CONDUCT.

41/14 RECREATION GROUNDS/OPFA

1. Badgers Walk - Mr C Smith reported the condition of the equipment and general condition of the playground was satisfactory.
2. Memorial Hall. Mrs Law being absent there was no report on the condition of the equipment and the general condition of the playground.
- 3.

42/14 FOOTPATHS.

1. Note from Denis Gilbert
Chris Nash has taken over the responsibility (for the Chiltern Society) of the Shiplake paths. I shall continue walking our paths just the same

43/14 SHIPLAKE – DEVELOPMENT OF FACILITIES.

Projects for improving facilities within village

Phase 1

LASHBROOK RESERVE: update from Mr G Thomas:

Phase 2

SHIPLAKE VILLAGE PLAN: Broadband & Village Website update from Mr D Pheasant
27/6/2013

SVP: The next meeting of the Steering Group is scheduled for 16 July. The focus will be on the terms of reference and action plans of the individual groups addressing the identified issues in the recent survey. As appropriate, this will involve more in depth analysis of the survey results to achieve a greater appreciation of the context of the issues e.g. by postcode, age, sex. A timetable will be developed to produce the Shiplake Villages Plan later in the year.

Broadband: Over 20 people have volunteered to help with this project. They have all been contacted via email and verbally in some cases. All volunteers have been invited to a meeting on 31 July at 7pm; a project team will be established at that time to determine how best we can improve broadband services in the parish.

A key element of progress on this initiative is the dependency on the outcome of the OCC's OxOnline (BDUK funded) initiative and the award of the £13.86m contact due at the end of July/early August. Additional funding through DEFRA is available to rural communities, intended to supplement/cover gaps in the BDUK initiative but cannot be sought until after decisions on BDUK funding are made. SODC we understand will also be adding another £1m+ to cover rural community requirements.

There will be a small piece on broadband in the next (July) Shiplake Newsletter.

Website Project: A team has been set-up to make progress on a new or enhanced parish website. 8-10 people are in the team, comprising a mix of relevant technical skills/experience related to websites, plus others with relevant business backgrounds. A number of the team have also volunteered for the SVP broadband initiative. The first meeting took place on 26 June during which it became clear the SVP and the initiatives driven by it were key drivers in the need for and benefits of a new/improved website. The next meeting is scheduled for 6 August, prior to which the focus of the next few weeks will be on the functionality required to make the website a 'go to destination' for residents of the parish. Minutes of the meetings will be made available to councillors.

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

44/14 ENVIRONMENTAL MATTERS.

45/14 S.O.D.C.

1. TOWN and PARISH Forum date 6th November topics for discussion to be submitted by 2nd August .Councillors wishing to attend please advise Clerk.
2. Deep Cleanse carried out in Shiplake during July.

46/14 OCC

47/14 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

48/14 MEMORIAL HALL

1. Mr Head reported scaffolding will be removed later this month.

49/14 CHILTERN SOCIETY/CPRE

50/14 DEFRA & OTHER GOVERNMENT CORRESPONDENCE

51/14 TOWNLANDS & OXFORDSHIRE PCT.

13. CORRESPONDENCE

14. ITEMS OF INTEREST OR FOR FUTURE DISCUSSION.

The Chairman requested the following items be included on next meeting's agenda .1.Website discussion, Mr D Pheasant,2.Evaluation of Cycle Path, 3.Road repairs.4.Bus Shelters condition, Mr HeadR Head to report see Appendix 1

Head 5.Plough Lane footpath 6.Community Governance Review. 7.Japanese Knotweed Lashbrook 8.Blanket TPO Shiplake

There being no other items of business the Chairman closed the meeting at 9.39pm

R.V.Hudson.

Clerk to the Council.

26/07/2013