

**MINUTES OF THE MEETING OF SHIPLAKE PARISH COUNCIL HELD IN SHIPLAKE
MEMORIAL HALL
ON MONDAY JANUARY 12TH AT 7.45 P.M.**

- 1. PRESENT** Mr T Taylor (Chair) Mr G Thomas, Mr G Davies ,Mr C Smith, Mr D Pheasant, Mr R Head, Mr M Leonard (SODC), Mr D Bartholomew (OCC).. Mr F Maroudas.and Mrs A Law sent their apologies
- 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 the discussion on the proposed removal of the lamppost in New Road.
- 3. MINUTES OF THE MEETING HELD ON MONDAY DECEMBER 8TH 2014** were approved on a motion proposed by Mr G Thomas and seconded by Mr R Head.
- 4. MATTERS ARISING FROM PREVIOUS MEETINGS**
 1. Sydney Harrison House meeting with SOHA, correspondence received from Mr Harrison. Chairman commented that following meeting there were three options a) redevelop site, b) sell site and c) look for partnership .SOHA are liaising with SODC but there has been no contact to date .Clerk was requested to send the drafted letter to Mr Peter-Miller Chief Executive of SOHA expressing Councils strong disappointment at the potential loss of this valuable site .copying Mr M Leonard , Mr D Bartholomew and Mr J Howell MP **ACTION : Clerk**
 2. Network Rail. Level crossing issues feedback from Mr Mark Brunnen Mr D Pheasant has drafted response and will circulate for approval .**ACTION Mr D Pheasant**
 3. Street lighting a request from New Road residents for the removal of the lamp-post at the junction of Westfield Crescent and New Road. Supported by Mr D Bartholomew .Mr C Smith asked whether Westfield Crescent residents had been consulted, the answer was not at this stage. Clerk to respond to Tim Parker with 3 options a)Turn off at midnight , b) Turn off permanently and c) Shield the light pollution from New Road and also to enquire whether Mr Parker is aware that the lamppost is on private land and if that has any bearing on any decision .**ACTION : Clerk**
 4. Update on AONB submission, email circulated for discussion. Clerk set up meeting for January 12th .at which Chairman from Binfield Heath , Harpsden and Shiplake attended including tow guests from Chilterns AONB .The outcome of the meeting was to send a letter to Mr J Howell MP requesting his support as it appears it is unlikely that any review will take place for at least 10-12 years .**ACTION : Clerk**
 5. The Clerk was requested to contact Mr G Davies and enquire as to whether the college maintenance team would be able to install a new gatepost at the memorial hall playground **ACTION : Clerk**
- 5. POLICE MATTERS.** Report from PCSO Ashley Richardson :
 1. 01/12/14 URN 299 – Car parked not far from level crossing sticking out of the car park. £30 Fixed penalty notice issued
 2. 06/12/14 URN 004 – Bolney Road Lower Shiplake- Suspicious vehicle seen looking into driveways, when seen by security they left at speed.
 3. 07/12/14 URN 963 – Sydney Harrison House- Elderly resident had fallen on floor ,ambulance unable to gain access, result was neighbour answered on her behalf and lady taken to hospital.
 4. 10/12/14 URN 385 – Mill Lane—Intruder alarm activated, further enquiries reveal this was caused by their dog.
 5. 14/12/14 URN 887 – Northfield Avenue Lower Shiplake—3 Males seen looking into house, males stop checked but no further action taken, submitted as intelligence.
 6. 15/12/14 URN 1449—Caller suspects number plates have been cloned, nothing found by police that indicates this.
- 6. O.C.C. Cllr D Bartholomew.**

Mr D Bartholomew submitted the following report:

1. 2015/2016 BUDGET PROPOSALS

In line with the Government's plans to reduce public spending to cut the national deficit, the County Council has already made savings totalling £265 million. With £20 million of additional pressures coming from Adult and Children's Services the level of savings necessary from 2010 to

2018 now totals £285 million. The Government has announced that the Council Tax referendum limit will again be at 2% for the coming year. The Council is currently evaluating whether or not to increase Council Tax by 1.99%. An expensive referendum has been ruled out.

2. POTENTIAL TRI-COUNTY COUNCIL ALLIANCE BEING EXPLORED

1. The County Council is exploring ways in which further powers can be devolved to local authorities. On 16th December, the Leaders of Oxfordshire, Buckinghamshire and Northamptonshire jointly signed an offer to Government to unlock further economic growth and significantly build on the £45 billion value of goods and services that the area already generates. In the offer, called 'A shared approach to driving prosperity', the three councils call on the Government to work with them to develop a brand new 'combined authority' alliance focused on their common economies of innovation, science, technology and creative industries. This is not about a super Unitary authority, as each council will have its own sovereignty and will make the final decision regarding any proposals. There is no intention of merging councils. *For more information please see:* <https://www.oxfordshire.gov.uk/cms/news/2014/dec/new-tricounty-council-alliance-rev-local-prosperity>

3. BE PREPARED FOR WINTER

1. The OCC website provides a considerable amount of advice on how to mitigate problems from the winter weather, including guidance from the Highways Agency and Central Government, and up-to-date information on gritting. Daily updates on the roads are also sent out via Twitter for those following @oxfordshirecc. *Please see:* <http://winter.oxfordshire.gov.uk/cms/node/21>
<https://www.oxfordshire.gov.uk/cms/sites/default/files/folders/documents/fireandpublicsafety/emergency/AreYouReadyBooklet.pdf> <https://www.oxfordshire.gov.uk/cms/content/salting-gritting-and-snow-clearance>

4. CONSULTATION ON OXFORDSHIRE CHILDREN & YOUNG PEOPLE'S PLAN

1. The Children and Young People's Plan drives the work of the Children's Trust. It is based on evidence from the Oxfordshire Children's Needs Analysis 2014. The Trust wants Oxfordshire to be the best place in England for children and young people to grow up in, by working with every child and young person to develop the skills, confidence and opportunities they need to achieve their full potential. A consultation is currently taking place and this closes on 20th February. *Please see:* https://consultations.oxfordshire.gov.uk/consult.ti/CYPplan_Adults/consultationHome

5. CONSULTATION CARE HOME FEES FROM APRIL 2015

1. As in previous years, Oxfordshire County Council is undertaking a consultation regarding the fees paid to care homes. The Council recognises the need to ensure that good quality care is sustainable and properly funded, and is mindful of obligations to consult with providers regarding this matter. To participate in this consultation and share your views on care home fees for 2015-16, which will then be shared with and considered by Cabinet in making decisions about future care home funding, please respond by February 8th.
Please see <https://consultations.oxfordshire.gov.uk/consult.ti/carehomefee2014/consultationHome>

6. COUNCIL STAFF NAMED IN QUEEN'S NEW YEAR'S HONOURS LIST

1. David Etheridge, Oxfordshire's Chief Fire Officer, who joined Oxfordshire County Council's Fire and Rescue Service 28 years ago, has been made an OBE. Katherine Powley, OCC's County Network Co-ordinator, who was the person responsible for managing the Olympic Torch route through the County, has been awarded the MBE. *For more information see:* <https://www.oxfordshire.gov.uk/cms/news/2014/dec/council-staffnamed-queens-new-years-honours-list>

SPECIFIC REPORT FOR SHIPLAKE

7. BLANKET 20MPH SPEED LIMIT

1. I met with Anthony Kirkwood this week and he confirmed the consultation procedure is poised to commence and will be in contact with the PC Chairman and me in the next few days.

8. FLOODING AT JUNCTION OF MEMORIAL AVENUE AND PLOUGH LANE

1. I have had the site inspected again by the Area Steward and the Highways Drainage Team. I also had a site visit with Roger Head and took photographs, which I forwarded to the Drainage Team. I am awaiting the Drainage Team report. Additionally, I have asked that SODC clear detritus from the area, as that is their responsibility.

9. THAMES FARM

1. I attended the enquiry on Thursday 11th December and spoke against the application. I have publicly expressed my dissatisfaction with the OCC approach to the appeal and today forwarded emails with background information to the Chairman and Cllr Thomas to inform tonight's discussion.

10. NEW ROAD LAMP POST REMOVAL

1. Further to the last PC meeting, I have re-confirmed via email that this removal will have my support subject to no substantive objections being received and no costs being funded by OCC. Tim Parker at OCC has now responded to the clerk's email and the next steps are down to the PC/New Road residents.

7. S.O.D.C. – Cllr. M. Leonard.

1. Mr M Leonard reported that despite the budget issues the Council are confident they can continue to offer cost reductions through partnership working.
2. An Annual report has been prepared focussing on fairness and equity in particular disability awareness for Taxi Drivers, bulky waste disposal, disabled parking spaces and ensuring good local access for those with disabilities

- 8. OPEN FORUM** Chairman closed the meeting at 8.04pm to allow Suzanne Stickley to make a presentation on installing defibrillators at strategic sites within the village e.g. the Memorial Hall and the lower village. The Primary School and Shiplake college both have a unit Council were very supportive and agreed to investigate a fundraising project in order to supply and install two units approximate cost £1200 per unit and £300 for wall box Clerk was requested to see if grants can be obtained from SODC /OCC **ACTION : Clerk**

Chairman resumed the Meeting at 8.25pm

9. SPECIAL REPORTS-PLANNING.

10. PLANNING

The Planning Working Party submitted the following recommendations and planning report:
December 2014 for approval

(A) APPLICATIONS

A total of 64 applications have been received this year (40 last year).

P14/S3785: The Felin, Baskerville Lane, Lower Shiplake

Applicant: Mr G Spearpoint Type: Other

Proposal: Single storey extension to garage, hall, dining and utility.

Recommendation: **NO STRONG VIEWS.**

P14/S3761: Land adjacent The Gables, Station Road, and Lower Shiplake.

Applicant: The Air Group. Type: Minor.

Proposal: Erection of two and a half storey detached 5-bed dwelling with linked triple garage and annex and creation of new vehicular access.

Recommendation: **NO STRONG VIEWS**, but drawing SODC's attention to the need to meet Highways requirements regarding access to Station Road and to meet tree-planting requirements so as to provide screening from the streetscene, and to the resident concern expressed regarding access to the plot remaining at the rear of this site.

P14/S3763: The Gables, Station Road, Lower Shiplake.

Applicant: Mr P Bradley. Type: Other.

Proposal: Erection of two storey side and single storey rear extension.

Recommendation: **NO STRONG VIEWS.**

P14/S3899: Bolney Court, Bolney Road, Lower Shiplake.

Applicant: Mr S Notley. Type: Other.

Proposal: Removal of existing 4 bay garage. Creation of new 4 bay garage building.

Recommendation: **NO STRONG VIEWS**, subject to the usual restrictions on garage accommodation use.

P14/S3888: Pumping Station, Bolney Road, Lower Shiplake.

Applicant: Thames Water. Type: Minor.

Proposal: Installation of upgrade kiosk.

Recommendation: **NO STRONG VIEWS.**

P14/S3494: Ferry Cottage, Lashbrook Road, Lower Shiplake.

Applicant: Mr J Smith. Type: Minor.

Minor amendment to proposal to demolish existing dwelling and erect new dwelling with raised decking, swimming pool and pool house.

Recommendation: **Continued REFUSAL** as see no reason to change existing reasons for objection.

Applications received but not reviewed :

P14/S4104/FUL 9 Orchard Close Shiplake Cross RG9 4BU

Applicant Simpson Application Type (see definition over): Minor

Demolition of existing dwelling. Erection of new dwelling with attached garage and enlarged access drive.

P15/S0005/HH 28 Badgers Walk Lower Shiplake Oxon RG9 3JQ

Application Reference: (Householder) Proposal: Single storey side and front extensions and change of flat to pitch roof on the garage. Application Type (see definition over): Other

The Working Party recommendations were approved on a motion proposed by Mr G Davies and seconded by Mr C Smith

B) DETERMINATIONS.

The following applications were approved by SODC:

P14/S3304: Raleith, Reading Road, Lower Shiplake

Proposal: Demolition of existing garage and outbuildings and construction of new detached garage.

P14/S3497: Cannongate, New Road, Lower Shiplake.

Proposal: Rear extension and associated alterations.

P14/S3297: Newlands, Memorial Avenue, Shiplake Cross.

Proposal: Demolition of existing outbuildings and erection of single storey side and rear extensions incorporating integral garage.

P14/S3577: The Turret House at Garden House, Bolney Road, Lower Shiplake.

Proposal: Raising of roof to relocate upper storey staff flat bedroom and conversion of ground floor to form 1-bedroom visitor flat.

Collingwood : no formal notification received from SODC but approved with 11 conditions.

C) OTHER:

Thames Farm Appeal Inquiry closed on 18th December-separate report circulated and on website.

11. FINANCIAL MATTERS.

1. A copy of the financial statements for January 2015 are attached .The payments below were approved on a motion proposed by Mr T Taylor and seconded by Mr C Smith

R V Hudson – salary December	94.15	330.96
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R V Hudson – expenses, office allowance.December	95.15	78.45
Inland Revenue – clerk’s tax December	96.15	220.40
Oxford It Solutions Web Hosting	97.15	50.40
Shiplake Memorial Hall booking fees	98.15	51.18
Grant CAB	99.15	250.00
Staples Business Account	100.15	55.13
Broadband	101.15	39.30
Mobile phone ins	102.15	3.99

2. YTD vs Budget Nov 2014 the accounts were approved on a motion proposed by Mr G Thomas and seconded by Mr C Smith
3. The Finance Working Party met in December and make the following recommendations
 - a) Budget 2015/16 .Council approved the Budget recommendations on a motion proposed by Mr T Taylor and seconded by Mr C Smith
 - b) Precept request of £27150. Council approved the Precept request on a motion proposed by Mr G Davies and seconded by Mr G Thomas
 - c) Grants Budget. Council approved the Grants Budget on a motion proposed by Mr R Head and seconded by Mr T Taylor
 - d) Grant Requests a) South and Vale CAB £250 Council approved the Grant on a motion proposed by Mr T Taylor and seconded by Mr D Pheasant.
 - e) Risk Assessment Council approved the Risk Assessments on a motion proposed by Mr T Taylor and seconded by Mr C Smith.
 - f) Pay Award review Clerk .Council approved the Pay Award on a motion proposed by Mr G Davies and seconded by Mr C Smith. The Chairman to carry out an appraisal on the Clerk on February 4th 2015 **ACTION: Mr T Taylor**
 - g) Council agreed for the FWP to have a brain storm meeting facilitated by Mr C Smith to identify ways in which Council could support the Memorial Hall in its current financial challenges.**ACTON :Clerk**

12. MATTERS FOR CONSIDERATION.

104/15 HIGHWAY MATTERS.

1

105/15 MODEL CODE OF CONDUCT.

106/15 RECREATION GROUNDS/OPFA

1. Badgers Walk - Mr C Smith reported condition of the equipment and general condition of the playground.as satisfactory
2. Memorial Hall. There was no report from Mrs Law

107/15 FOOTPATHS

1. Mr G Thomas reported that Mr S Doble has dredged the drainage ditches between the Lashbrook and the River Thames at Ferry Cottage.

108/15 SHIPLAKE – DEVELOPMENT OF FACILITIES.

Projects for improving facilities within village

Phase 1

1. Broadband: Awaiting more detailed update from OxOnline. Project implementation map on their website shows installation unchanged with completion by end of June 2015.
2. Website: Most popular items viewed in December related to the Thames Farm Inquiry updates with appreciation expressed to all those residents who supported the parish council at the Inquiry. Minor enhancements to website approved by finance working group. Proposals for changes to forum section and Home Page anticipated before end of financial year. Expenditure will be within budget.
3. SVP: Steering Group to meet early in 2015 to provide quarterly update on projects, reflecting significant progress on/or completion of many of the agreed action plans.
4. Newsletter: 8 page issue scheduled late March/early April 2015 published on the website and with 600 hard copies distributed within the villages. Outline budget requirements based on 3 issues in the next financial year.

Future Phases

- 6 CYCLEPATH.TO HENLEY Mr G Thomas reported an interesting article on the JHHNP in the Henley Standard supporting the cycle path idea
- 7 TREE PRESERVATION
- 8 FOOTPATHS TO LINK EXISTING PATHS
- 9 FOOTBRIDGE WARGRAVE
- 10 TICKET MACHINE AT STATION.
- 11 FERRY
- 12 VILLAGE FESTIVAL/STREET PARTY
- 13 NEW PLAY AREA LOWER SHIPLAKE RECREATION AREA
- 14 VILLAGE BOAT CLUB -SLIPWAY
- 15 VILLAGE GREEN-MEADOW
- 16 AFFORDABLE HOUSING SURVEY-BETTER MIX OF HOUSING
- 17 HIGHWAYS DEVELOPMENT OF SAFER CROSSING AT MEMORIAL AVENUE AND STATION ROAD/WAR MEMORIAL

109/15 ENVIRONMENTAL MATTERS.

110/15 S.O.D.C.

111/15 OCC

112/15 O.A.L.C. /O.R.C.C.

1. December 2014 OALC Members Update circulated by email

113/15 MEMORIAL HALL

1. Mr Head reported that the hall and SODC have received an application for a Fish and Chip Van to visit the site once a week on a trial basis for 6 months

114/15 CHILTERN SOCIETY/CPRE

1. Chiltern /Conservation Board /Society newsletters December 2014 circulated by email

115/15 DEFRA & OTHER GOVERNMENT CORRESPONDENCE

116/15 TOWNLANDS & OXFORDSHIRE PCT.

13. CORRESPONDENCE

1. Oxfordshire Carers monthly update December 2014 circulated by Email

14. ITEMS OF INTEREST OR FOR FUTURE DISCUSSION.

1. Elections and the APM date was set for Wednesday 22nd April 2015
2. Council requested Clerk to write to Shiplake Primary School congratulating them on their scholastic achievements. ACTION : Clerk
3. Mr D Pheasant requested timings for the elections so that they could be put up on the website ACTION : Clerk
4. There being no other items of business the Chairman closed the meeting at 10.03pm

R.V.Hudson.

Clerk to the Council.

20/01/2015