

**MINUTES OF THE MEETING OF SHIPLAKE PARISH COUNCIL HELD IN SHIPLAKE  
MEMORIAL HALL ON MONDAY MARCH 9<sup>TH</sup> AT 7.45 P.M.**

- 1. PRESENT** Mr T Taylor (Chair) Mr G Thomas , Mr F Maroudas, Mr R Head , Mr G Davies, Mr D Pheasant and Mr M Leonard (DC).Mr C Smith ,Mrs A Law and Mr D Bartholomew (OCC) sent their apologies .In addition there were 11 members of the public present
- 2. DECLARATIONS OF GIFTS & INTEREST.** Councillors were given the opportunity to declare any gifts or interest in any item on the Agenda. None declared.
- 3. MINUTES OF THE MEETING HELD ON MONDAY FEBRUARY 9<sup>TH</sup> 2015**  
Two changes were noted Item 4 and a full stop was inserted after Mr D Bartholomew (OCC) the minutes were then 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 /Wooden Bench relocation from Sydney Harrison House Mr G Davies to follow up
  2. Network Rail. Level crossing issues. Mr D Pheasant updated Council
  3. Street Lighting New Road. Mr T Parker contacted Clerk to ascertain exact requirements .Work will be carried out shortly. Mr D Pheasant suggested an holistic approach to whole village
  4. Update on AONB submission, Mr R Head updated Council on meeting with Mr J Howell MP and subsequent action
  5. Mr D Pheasant updated Council on Defibrillators
  6. The Clerk was requested to write to Mr D Oliver offering the Council’s condolences on the passing of his wife Mrs Sylvia Oliver. ACTION : Clerk

**5. POLICE MATTERS.**

Police report submitted by PCSO Ashley Richardson

URN	Date	Circumstance	Result
987	07/02/15	Suspicious leaflet droppers, seen hiding behind bushes and then posting leaflets	Leaflet droppers were checked by police and appeared to be all in order despite the odd circumstances
562	09/02/15	Cannabis found at Shiplake college	Cannabis confiscated by staff and later seized by police
1270	12/02/15	Drunk male banging on doors at Shiplake college (not from the college)	Heavily intoxicated male was returned to his home address and no further action was taken
1310	22/02/15	Alarm going off at Shiplake Motors	No suspicious activity, possibly a false alarm. No further action

There has been a recent spate of burglaries to sheds, garages and outbuildings in the South Oxfordshire and Vale of White Horse area over the last few weeks.

Offences mainly occur overnight in rural locations, with offenders stealing items such as garden hand tools, high value power tools and bikes.

Offenders see sheds and outbuildings as easy pickings because they can be unprotected and lack basic security measures. The buildings often contain property that can be sold on or implements that can be used to force entry into the owner’s home.

1. Mr G Thomas reported the issue of parking along Mill Road and stated that he had spoken with our PCSO who said "that under section 244 of the Highway Code motorists should not park on the pavement as this can cause obstruction to pedestrians, people with pushchairs, the disabled etc. He said that the police locally apply a "double buggy rule"; if a car is parked in such a way that a double buggy cannot get through on the pavement, the vehicle is liable to be booked for obstruction".
2. The Clerk was requested to write to FGW re parking issues within Station car park commuters causing blockages .ACTION : Clerk

**6. O.C.C. Cllr D Bartholomew** submitted the following report in advance of the meeting as he was unable to attend

#### GENERAL OCC REPORT

##### 1. **THE ANNUAL BUDGET**

On the 17th February, Oxfordshire County Council met to discuss and agree its annual budget. From 2010 to the end of 2015, the council will have achieved savings of £204 million, and savings are set to reach £292 million. The Council relies on grants from Central Government and with the Chancellor of the Exchequer indicating a further £49 billion reduction for Whitehall departments; Councillors expect a need for further savings. In this context, the Authority has decided that the council tax will rise by 1.99%, equivalent to 46p a week for a Band D property.

##### 2. **THE CHIEF EXECUTIVE**

At the same meeting, the Council agreed to make the post of Chief Executive redundant, which would result in savings of £250k pa. There have, however, been questions regarding the process from Councillors. The Leader of the Council, Cllr Ian Hudspeth, still believes the Council can operate effectively without a Chief Executive but is to review the process before implementing the redundancy.

<https://www.oxfordshire.gov.uk/cms/news/2015/feb/statement-chief-executive-position-council-leader>

##### 3. **SERIOUS CASE REVIEW INTO CHILD SEXUAL EXPLOITATION**

The Independent Serious Case Review into Child Sexual Exploitation (CSE) in Oxfordshire was published on Tuesday 3 March 2015 by the Oxfordshire Safeguarding Children Board and attracted considerable attention in the national press. The serious case review followed a trial in 2013 in which seven men were imprisoned for a total of 95 years for their crimes that took place from 2005-2011.

It is important to remember that these are historical issues and that action was taken several years ago to address the very serious problems:

- A specialist unit known as 'Kingfisher' has been set up.
- 7500 staff (including police, teachers, and care workers) have been trained to spot warning signs of CSE and take action.
- Around 18,000 school children have seen a drama about child sexual exploitation and discussed the risks of grooming in class.
- School nurses are in place in every secondary school with role in identifying children at risk
- Four new children's homes are being built to house the most vulnerable children in Oxfordshire

An inspection by children's services inspectorate Ofsted in 2014 rated Oxfordshire's child protection system as 'good' and described its approach to tackling child sexual exploitation as 'high quality'. Jim Leivers, Oxfordshire County Council's Director for Children, Education and Families, said:

"If we knew then what we know now about the grooming process, this would have been stopped much sooner. Before Operation Bullfinch people didn't believe something this horrible could happen. We are under no illusions about child sexual exploitation now."

##### 4. **PUBLIC HEALTH REPORT PRAISES OXFORDSHIRE SCHOOL NURSE PROGRAMME**

A joint report by Public Health England and the Local Government Association has outlined the achievements of councils since responsibility for public health returned to local authorities. The

report, 'Local leadership, new approaches: how new ways of working are helping to improve the health of local communities' uses OCC as its key example for promoting public health in schools. When the County Council took over responsibility for commissioning the school nursing service from the NHS, the Cabinet decided it wanted something altogether more ambitious: a dramatic ramping up of the service to promote public health in a way that hadn't been tried before, throughout all of Oxfordshire's secondary schools. The vision was not only to expand the service, but also to ensure nurses were really part of the fabric of the schools.

[https://www.gov.uk/government/uploads/system/uploads/attachment\\_data/file/407060/2014712\\_Local\\_leadership.pdf](https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/407060/2014712_Local_leadership.pdf)

#### 5. CONSULTATION ON CONNECTING OXFORDSHIRE OPENS

OCC is inviting the public, businesses and stakeholders to contribute to the final consultation for Connecting Oxfordshire. This sets out the council's ambitions for transport improvements across the county to 2031, over which time up to 100,000 new homes and 85,000 new jobs are likely to be created. The plan features a range of short, medium and long-term solutions for road, rail, bus, cycle and foot, which have been shaped by discussions over the last year. I urge the parish council to take **part in this** consultation in order to assist me in shifting the focus of transport strategy, which remains Oxford-centric to the disadvantage of southern parts of the county.

<https://www.oxfordshire.gov.uk/cms/public-site/connecting-oxfordshire>

### SPECIFIC REPORT FOR SHIPLAKE

6. **BLANKET 20MPH SPEED LIMIT** The consultation process has now concluded. A total of 43 responses had been received as of Friday 6th. Of these, 35 are objections, three are observations and five are messages of support. The parish council should now formally respond. The matter will then be put to the Cabinet Member to determine. He will consult with me before making his decision.

#### 7. THAMES FARM

The PC asked me to arrange a meeting with senior OCC officers to discuss the performance of OCC officers at the inquiry. This has been done with a date fixed for the end of March.

#### 8. RED LIGHT SAFETY EQUIPMENT AT SHIPLAKE STATION

I will attend the site audit on Wednesday if I can rearrange an existing appointment.

#### 9. ETO ROAD MARKING

I am informed the outstanding white-lining has now been completed.

#### 10. CHELFORD HOUSE DEVELOPMENT SITE

As previously advised, the OCC Highways Officer considered the latest application as a standalone proposal and raised no objection. I pointed out that the site has now gone from one house to potentially three, and Highways has agreed to reconsider the application. I am not optimistic the view will change.

#### **7. S.O.D.C. – Cllr. M. Leonard.** Submitted the following report :

##### 1. TAX

3% reduction has been passed at Council and is one of the lowest decreases in the country.

This follows three years of 2% decreases each year

We will also add a further £1 million of new money which will include the following items. Extra Street cleaning. Community safety. Better planning and enforcement. More recycling

##### 2. RECYCLING

Last year we were the top recyclers in the country

##### 3. FIRE AFTERMATH

In May we will move into an office at Milton Park where we can stay for up to 4 years.

We are now using some offices in Sandford until move to Milton Park.

##### 4. COMMUNITY INFRASTRUCTURE LEVY

This is out for final consultation after which it will be submitted to the Secretary of State for approval. Consultation period 26th of February 2015 to 26th of March 2015.

##### 5. ELECTION COUNT

Abingdon Leisure and Tennis centre will be used for the count of the Parliamentary, District and most Parish elections. Thame and Henley will be used for those towns and fringing parishes.

Deadline for Parish Nominations is 4 pm 9<sup>th</sup> of April 2015 and they must be hand-delivered. The Henley constituency count will be overnight with the results expected at 0600 on 8th May 2015  
SODC count will be in the afternoon of 8th May 2015  
Parish Counts will be on the Saturday morning.

Anyone who has been on the postal voters list for five years will receive a letter advising they must reapply for a postal vote for the May election.

Some letters will be sent to everyone to check SODC have the correct details. If not received by 20th of March 2015 advise SODC by telephoning 01235 540310

#### 6. FOOD HYGIENE.

South and Vale are in the top 10% of councils nationally for food hygiene.

#### 7. FLOOD GRANTS

Deadline for applying for up to £5000 has been extended to 31st of March 2015 for flooding between December 2013 and March 2014 or 30th of June 2015 for flooding between 1st April 2013 and 30th November 2014.

#### 8. OUTLOOK MAGAZINE.

This should arrive on doorsteps around 16th of March.

- 8. OPEN FORUM** Meeting closed at 7.58pm to allow members of the public present to ask questions and make comment Several Speakers Mr Verall, Mr Halton, Mr and Mrs Greenslade, Mr Miller and Mr Pehrson, Mr Knight and Mr and Mrs Lines spoke strongly arguing against the proposed 20mph zone, Mr Milne spoke supporting the objections and requested the reinstatement of effective speed humps in Station Road which since resurfacing have lost inhibitive effect. Professor Wild responded on behalf of the SVP working party explaining the rationale and costing benefits of a village wide 20mph zone .The Chairman offered a free vote to members of Council whether to support the motion proposed by Mr F Maroudas and seconded by Mr G Thomas to implement a village wide 20mph traffic zone .Councillors voted 3 for and 3 against and the Chairman's casting vote was in favour .Clerk was requested to write to OCC highways Cabinet member expressing this motion with a caveat that there had been strong opposition from the residents present .ACTION Clerk

Meeting resumed at 8.41pm

#### **9. SPECIAL REPORTS-PLANNING.**

#### **10. PLANNING**

The Planning Working Party submitted the following recommendations

#### **A) APPLICATIONS**

P15/S0020/Ful: Chelford House, Reading Road, Lower Shiplake, RG9 3JN

Erection of a new dwelling with detached garage.

Applicant/Agent Mr Neil Boddington

#### **RECOMMENDATION - REFUSAL**

Grounds: road traffic safety - the increased volume of traffic accessing the A4155. We have asked for a review of the OCC Highways Officer's recommendation.

P15/SO114/HH: Bay Tree House, Bolney Rd, Lower Shiplake, RG9 3NS

Retrospective alteration to existing garage to include a car port.

#### **RECOMMENDATION: NO STRONG VIEWS.**

P14/S3763/HH The Gables, Station Rd, Lower Shiplake, RG9 3JR

Erection of a two storey side and single story rear extension as amended by drawings received 06/02/15 reducing the overall width.

**RECOMMENDATION: NO STRONG VIEWS** - however we support the SODC Forestry Officer's concerns as set out in his response 23/01/15 and wish to be reassured that the applicant's response fully meets the tree officer's concerns.

P14/S3761/FUL Minor The Gables (as above)

Amendment (previous PC - No strong views): Erection of a two and a half storey detached 5 bed dwelling with a linked triple garage and annexe and the creation of a new vehicular access as amended by drawings received 07/02/15 reducing the garaging and hard surfacing.

**RECOMMENDATION: NO STRONG VIEWS** with caveat we want the tree officer to be fully reassured that the development meets his concerns re the trees on the site and that the normal restriction on the use of the garage for separate accommodation.

The Proposals were approved on a motion proposed by Mr G Thomas and seconded by Mr G Davies

**B) DETERMINATIONS:**

P14/S3494 Ferry Cottage-**APPROVED BY PLANNING COMMITTEE** on 11Feb (by 4 to 3, with 3 abstentions), with 10 conditions.

P15/S0005 28 Badgers Walk Lower Shiplake Oxon RG9 3JQ Single storey side and front extensions and change of flat to pitch roof on the garage. **PERMISSION GRANTED** with 3 conditions

**C) OTHER:**

- Thames Farm-notification received from Inspector's office that decision will be issued on or before 27 May. Geoff Thomas has queried this with SODC (Natasha Ireland) as we were given to expect an earlier date than this.

-JHHNP-Mark 2 proposals now available for consultation and response. Verbal report to be provided to PC - however Planning Working Party overall extremely supportive of the proposals including the inclusion of the cycle path to Twyford. The only caveat is the classification of the Wyevale site as B1/B2 or D1-Planning Working Party are happy for the site to be developed for appropriate commercial purposes but not for B2 general industrial usage which would not suit the sensitive rural nature of this location."

-SODC Core Strategy to 2031 draft proposals also now available for consultation and response. Verbal update to be provided.

Submissions required for JHHNP, Local Plan by 2/4/2015 and OCC Transport plan .Mr G Thomas and Mr T Taylor will supply draft words for Clerk to submit .

The Chairman proposed that members of council would benefit from attending a planning workshop facilitated by professional planner such as Barton Wilmore of Reading to increase knowledge of Council members plan for late May. /Mr T Taylor to supply a brief

**11. FINANCIAL MATTERS.**

1. A copy of the financial statements for March 2015 are attached and the payments below require approval.

R V Hudson – salary February	108.15	338.27
R V Hudson – expenses, office allowance. February	109.15	197.55
Inland Revenue – clerk’s tax February	110.15	225.20
CPRE subscription	111.15	36.00
The Rosemary Club	112.15	200.00
Oxford IT Solutions Domain renewal	113.15	90.00
Oxford IT Solutions web development	114.15	24.00
Staples Business Account	115.15	38.48
Broadband	116.15	37.61
Mr G Jones reimbursement (Sendgrid)	117.15	7.63
Creative Play initial payment Playground 50%	118.15	6174.00
Fericon Newsletter	119.15	457.00

Month Accounts were approved on a motion proposed by Mr T Taylor and seconded by Mr G Davies

2. A Review of budget vs actual February YTD is attached this was approved on a motion proposed by Mr F Maroudas and seconded by Mr T Taylor

3. The Bank reconciliation dated 28<sup>th</sup> February 2015 was approved on a motion proposed by Mr T Taylor and seconded by Mr F Maroudas
4. Council approved acceptance of the Communities Capital Grant towards the cost of the Playground on a motion proposed by Mr G Davies and seconded by Mr R Head.

## **12. MATTERS FOR CONSIDERATION.**

### **130/15 HIGHWAY MATTERS.**

1. 20 mph zone update Mr T Taylor **see open forum**

### **131/15 MODEL CODE OF CONDUCT.**

### **132/15 RECREATION GROUNDS/OPFA**

1. Badgers Walk - Mr C Smith not being present there was no report on the condition of the equipment and general condition of the playground.
2. The Clerk reported the new playground equipment for Badgers Walk was planned to be installed before the end of the month
3. Memorial Hall. Mrs Law not being present there was no report on the condition of the equipment and the general condition of the playground.

### **133/15 FOOTPATHS**

### **134/15 SHIPLAKE – DEVELOPMENT OF FACILITIES.**

Projects for improving facilities within village

#### **Phase 1 Projects for improving facilities within village**

1. Correspondence with Network Rail (NR): Website used to inform residents of closure of level crossing on 23 & 24 March for installation of power to new cameras. DP attending safety audit for new cameras on 11 March. Overnight maintenance work on track for 4 nights 16-20 March along Bolney Road to the viaduct.
2. Note sent to Mark Brunnen NR) requesting clarification on ownership of land for siting of camera on public footpath, request for information on the risk model used by NR for level crossings safety plus meeting with level crossing manager to discuss risk safety assessment procedure.
3. Website: Volume processing capability of notifications improved significantly by changes to host environment with minor extra costs incurred (approx. £10 pm). Significant development of the website to enhance forum will now take place in next financial year along with probable enhancements to Home Page. Costs for this year will therefore be below budget and request made to 'carry over' unspent funds into new fiscal year. Promotion of website with 'Get Connected' campaign synchronised with fibre based broadband availability by June 2015.
4. Broadband: Installation of fibre cabinets in Northfield Avenue and Mill Lane means Superfast broadband on target for June 2015 availability.
5. Shiplake Villages Plan: Updates to be publicised with April Newsletter; 20mph speed limits to be discussed at today's council meeting.
6. Newsletter: 8 page issue currently on target for availability early April

#### **Future Phases**

- 6 CYCLEPATH TO HENLEY. Mr T Taylor to update Council
- 7 TREE PRESERVATION Mr T Taylor /Mr F Maroudas to update Council
- 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

**135/15 ENVIRONMENTAL MATTERS.**

**136/15 S.O.D.C.**

**137/15 OCC**

**138/15 O.A.L.C. /O.R.C.C.**

1. February 2015 OALC Members Update circulated by email
2. ORCC February Policy Bulletin circulated by email

**139/15 MEMORIAL HALL**

1. Mr Head reported there will be an AGM on 18<sup>th</sup> March when the Chairman Rachel Lloyd will be standing down and there will be a meeting with the FWP of the Council ,management board members and nursery management on 25<sup>th</sup> March.
2. Mr Head updated Council on situation regarding AONB submission and consequential meeting with Mr J Howell MP

**140/15 CHILTERN SOCIETY/CPRE**

1. Chiltern /Conservation Board /Society newsletters February 2015 circulated by email
2. CPRE newsletter circulated by email

**141/15 DEFRA & OTHER GOVERNMENT CORRESPONDENCE**

**142/15 TOWNLANDS & OXFORDSHIRE PCT.**

**13. CORRESPONDENCE**

1. Community Infrastructure Levy (CIL )draft charging schedule Public consultation document received from Scott Riley Planning Policy SODC .Tabled Papers can be found at: [www.southoxon.gov.uk/cil](http://www.southoxon.gov.uk/cil)

**14. ITEMS OF INTEREST OR FOR FUTURE DISCUSSION.**

There being no other items of interest the Chairman closed the meeting at 10.19pm

R.V.Hudson.

Clerk to the Council.

31/03/2015