

**MINUTES OF THE MEETING OF SHIPLAKE PARISH COUNCIL HELD IN SHIPLAKE
MEMORIAL HALL
ON MONDAY FEBRUARY 9th AT 7.45 P.M.**

- 1. PRESENT** Mr T Taylor (Chairman) Mr G Thomas, Mr C Smith, Mr F Maroudas, Mr R Head, Mr D Pheasant and Mr D Bartholomew(OCC). Mr M Leonard (DC) Mrs A Law and Mr G Davies 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 re Lamppost removal
- 3. MINUTES OF THE MEETING HELD ON MONDAY JANUARY 12TH 2015** were approved on a motion proposed by Mr G Thomas and seconded by Mr C Smith
- 4. MATTERS ARISING FROM PREVIOUS MEETINGS**
 1. Sydney Harrison House correspondence received from Chief Executive It was noted that there are two trees in the grounds with what appear to be TPO plaques, but are not listed on plan .Clerk requested to get update on status from Matt Gulliford tree officer SODC **ACTION : Clerk**
 2. Wooden Bench relocation from Sydney Harrison House Mr G Davies has agreed to help relocate the bench to the Plowden Way Bus Shelter
 3. Network Rail. Level crossing issues. Mr D Pheasant will follow up and report at next meeting
 4. Street Lighting New Road .Response from Tim Parker see item 6.14 on the agenda.
 5. Update on AONB submission, communication received from Mr J Howell MP. Mr R Head suggested a meeting between the 4 Parishes and Mr J Howell **ACTION : Clerk**
 6. Defibrillators update from Mr D Pheasant see also item 13.2: Mr D Pheasant has talked to the British Heart Foundation and registered on their website and will down load application forms. We can get a grant for up to 2 defibrillators. The max amount we would pay is £400 per unit by way of charitable donations to the Foundation. These would be asked for after completion and submission of the application, which would be assessed in the context of local ambulance services, knowledge of the area and other local factors. Apparently the process takes 8-10 weeks, we only provide the donation when the application is approved. Sounds good but very unlikely to be completed in the timescale to meet OCC's criteria of funds spent by 5/4/15 so, if that is a definitive requirement, application for a grant from OCC appears impractical.
 7. Elections timings see APPENDIX 1

5. POLICE MATTERS.

January 2015 Incident Report received from PCSO Ashley Richardson:

URN	Date	Location	Incident
1357	07/01/15	Shiplake	Stolen trailer found by Shiplake resident
75	06/01/15	Reading Road Shiplake	Cyclist riding with no lights at 0200hrs
89	01/01/15	Shiplake College	Missing Person –later safely found
325	15/01/15	Lower Shiplake	Man conducting door to door market research all in order
1436	16/01/15	Station road Shiplake	Car parked near to level crossing and sticking out of the car park (this is becoming a regular occurrence) Ticket issued.
1246	26/01/15	Mill Road, Shiplake	Caller not happy with commuter parking on Mill Road as refuse vehicles cannot pass through, but more upset she cannot park outside her house (regular caller, same issue each time)
897	30/01/15	Station Road Shiplake	Vehicle blocked the whole road before the level crossing. Words of advice given by a colleague.

As mentioned above, the parking at Station Road is becoming more of an issue with vehicles parking outside of the car park and pretty close to the level crossing, I will be giving tickets for this as it's dangerous! With regards to the complaints on Mill Road regarding parking, I have issued a few tickets for people blocking the entire pavement but other than this the complaints we

are receiving are generally because residents cannot park where they would like to, not that there is an obstruction and of course there are no restrictions on this road.

Mr G Thomas to contact Police to see if they can offer any advice re parking along this road
ACTION: Mr G Thomas

6. O.C.C. Cllr D Bartholomew submitted the following report:

GENERAL OCC REPORT

1. NEW WAYS OF RUNNING LOCAL GOVERNMENT TO PROTECT FRONTLINE SERVICES

OCC continues to break new ground about how public services are run and will move to a new more networked management structure in the summer. The post of Chief Executive will cease to exist from the end of June, ultimately resulting in a £250k pa cost saving. It means there will be a more distributed model of leadership, with decision making devolved down the organisation and closer working between officers and councillors. Further modernisation is essential to protect front line services in the light of further likely cuts to local government funding after the General Election in May. During the life of the next parliament OCC will need this new way of working, building on the partnerships that have been developed over the last few years and resulting in:

- More joint working in all sorts of ways – in health and social care with the NHS, with schools in our Teaching Schools Alliance, our back office partnership with Hampshire and our new Tri-County arrangements for the economy with Buckinghamshire and Northamptonshire.
- Going “Digital by Default” to make things easier for the public, and streamlining processes.
- Rationalising OCC office bases with public sector partners, and rolling out agile working.
- Making the best possible use of contracts and being more commercial in all areas.

More information at: <https://www.oxfordshire.gov.uk/cms/news/2015/jan/new-ways-runninglocal-government-protect-frontline-services>

2. REPORT ON THE STRATEGIC FINANCIAL CASE FOR A UNITARY COUNCIL

The Council's Leader, Cllr Ian Hudspeth, has commissioned an independent report to explore the potential savings that could be made in Oxfordshire if there were some form of unitary structure of local government. He has called publicly for a local debate about the need to look radically at new ways to make savings.

The report assesses three potential models of council reorganisation covering county and district / city council functions:

- a single unitary council for Oxfordshire;
- two unitary councils, based on the city of Oxford and the rest of the county; and
- three unitary councils covering the city of Oxford, north Oxfordshire and south Oxfordshire

There may be other options that people wish to propose, and these suggestions will be considered as part of the debate.

3. NEW SPECIALIST FIRE ENGINE UNVEILED

A new multi-purpose 12-ton fire engine packed with equipment to deal with a range of emergencies has been unveiled by OCC's Fire and Rescue Service. The vehicle, known as a Rescue Tender, will be based at Kidlington Fire Station. It carries over 300 pieces of equipment and is crewed by fire-fighters who have acquired specialist skills through an in-depth and ongoing training regime to respond to challenging rescue incidents. For more information see: <https://www.oxfordshire.gov.uk/cms/news/2015/jan/new-specialist-fire-engine-set-unveiling>

4. £108.6M GROWTH DEAL FOR OXFORDSHIRE SIGNED

A £108.6m investment into Oxfordshire has been given the go-ahead with Minister Greg Clark MP signing a Local Growth Deal that will create 6000 jobs and 4000 homes across the county by 2021. The first tranche of £15.7m has been confirmed for the year 2015/2016, with a further £92.9m of commitment through to 2020/2021. This will be used for ten transport, infrastructure and skills projects throughout Oxfordshire and generate up to £208.5m in public and private investment. The deal includes investment in:

- Substantial measures to reduce the risk of flooding.
- A new Centre for Applied Superconductivity to bring university professors and entrepreneurs (jointly with the University of Oxford).
- State-of-the-art skills centres enabling local people to be trained in vital skills in science, engineering and technology, preparing them for future employment.
- Improving transport links including roads, cycling networks and parking.
- Oxfordshire's Growth Hub (Oxfordshire Business Support), helping local businesses access the support, and make the connections, needed for growth.

This deal is part of a national £12bn long-term programme to revitalise local economies and was announced by the Government in July 2014. For more information please see:

<https://www.oxfordshire.gov.uk/cms/news/2015/jan/%C2%A31086m-growth-deal-oxfordshire-signed>

5. COUNTY COUNCIL SETS OUT LONG TERM TRANSPORT PLAN

On 27th January, the OCC Cabinet approved the Local Transport Plan, which will now be sent out to further consultation between February and April. It will support the ambitions for the county up to 2031, before which an expected 100,000 new homes and 85,000 new jobs are likely to be created. The plan includes the Oxford Transport Strategy, which sets out ambitious plans for transport in and around Oxford city, covering mass transit solutions like rapid bus services along strategic routes, integrating transport modes by transforming the park and ride network and making it easier to cycle by introducing cycle super routes across the city. Also featured is an innovative 'Science Transit' approach to deliver a comprehensive, high quality public transport network for Oxfordshire and new, updated bus strategies. More information on the approved plan: <https://www.oxfordshire.gov.uk/cms/news/2015/jan/county-council-sets-out-long-term-transport-plan>

6. SCHOOL ADMISSION ARRANGEMENTS & ADMISSION NUMBERS FOR 2016/2017

Oxfordshire County Council is consulting on its admission policies and arrangements for 2016/17. The scheme covers all mainstream state funded primary, infant, junior and secondary schools in Oxfordshire and will apply to the normal admissions round for the 2016-17 academic year. There are a number of documents on the consultation homepage at:

<https://consultations.oxfordshire.gov.uk/consult.ti/admissionrules2016/consultationHome>

7. CONSULTATION ON ELECTIVE HOME EDUCATION POLICY & PROCEDURE

The local authority has made some changes and recently compiled draft elective home education policy and procedural documents. These documents have been reviewed in order to make improvements to further develop efficient and effective working practice and to ensure that current legislative requirements are reflected. In order to achieve this we are involving home educating parents and other key stakeholders in the review. Please see: <https://consultations.oxfordshire.gov.uk/consult.ti/EHEPolicy/consultationHome>

SPECIFIC REPORT FOR SHIPLAKE

8. BLANKET 20MPH SPEED LIMIT

The consultation process has now commenced with the publication of the notice in the Henley Standard last Friday. An error in the map has been identified. This shows wrongly that the section of Crowsley Road between Baskerville Lane and New Road would be included in the scheme. It will be corrected. I have received a number of emails objecting to the proposal.

9. 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.

10. FLOODING AT JUNCTION OF MEMORIAL AVENUE AND PLOUGH LANE

Subsequent to my site visit with Roger Head, the Drainage Team visited site and cleared out all the highway drainage of silt. They managed to get the system working, but not to its full capacity. The problem stems from roadside ditches not being maintained and being full of silt. They have asked SODC, who deals with roadside ditches on OCC's behalf, to investigate and to make contact with the adjacent landowner with a view to getting them dug out.

11. CAVERSHAM QUARRY – CONDITIONS PURSUANT TO APPROVAL

I have alerted the PC to the publication of the various notices relating to this matter. I am being deluged with emails from Sonning Eye residents, many of whom feel this is an opportunity to take a second bite of

the cherry and object to the application all over again. This is not the case and permission will stand. Notwithstanding this, residents have every right to comment on the details of compliance with conditions.

12. MILL ROAD GRIPS

These have been scheduled for attention under reference pem 681533.

13. ETO ROAD MARKING

Subsequent to the last PC meeting, I chased the Highways Team who advised that the lining order had been made on 29th September and they apologised for the delay. They said they would chase the contractor.

14. NEW ROAD STREET LAMP REMOVAL

Tim Parker has advised that:

- OCC could turn off the light at midnight or shield the light, but would not permanently turn it off without removing the column.
- The policy is that whenever OCC installs new columns they must be in Highway adoptable areas, but there are some historic sites where this has not happened.
- As this column is on private land, and if the landowner no longer wants it, then OCC could remove it. This would require written confirmation from the landowner.

1. Council approved a motion proposed by Mr R Head and seconded by Mr D Pheasant to initially shield light and then review. Clerk to contact Tim Parker. **ACTION : Clerk**

2. Council agreed to put a questionnaire on the website to gauge public opinion regarding installation of a new lamppost at the end of the footpath from the Station to Mill Road. **ACTION Mr D**

Pheasant

7. S.O.D.C. – Cllr. M. Leonard.

8. OPEN FORUM No Members of the public present

9. SPECIAL REPORTS-PLANNING.

1. Caversham Quarry application no. MW.0158/11

The applications relating to the discharge of conditions for the Caversham Quarry extension are now all in. Each application (16 or so) can be found on the website, but the most useful document is the overview, which can be found here:

<http://myeplanning.oxfordshire.gov.uk/swiftlg/apas/MediaTemp/205357-23303.pdf>

Comment from Mr G Thomas

Condition 18: HGV signage-I think I understand what is meant by "no restriction on HGV movements in/out A4155 to the site"...i.e. weight/size, but should there not be a restriction on number of movements e.g. per day etc.? Also I do think this new access calls for appropriate signs on the A4155 itself warning motorists of the new access and HGVs exiting/turning, as I think this will generate a hazard, especially in poor conditions-I could see no reference to this.

Conditions 58/62: Topographic Survey/Groundwater Level Monitoring-it will be important not just for this to be done for (passive) compliance, but actively to ensure that there is no "pushing downstream" of any additional flood risk.

10. PLANNING

. The Planning Working Party submitted the following report.

The fire at SODC's offices has caused a hiatus in planning activities over the past weeks.

A) APPLICATIONS.

1. P14/S4104: 9 Orchard Close, Shiplake Cross RG9 4BU

Applicant: Mr C Simpson Type: Minor.

Proposal: Demolition of existing building and erection of new 5 bedroom dwelling with attached garage and enlarged entrance drive.

Recommendation: **REFUSAL** on grounds of scale and bulk, resulting in overbearing impact on neighbouring properties and streetscene.

2. P15/S005: 28 Badgers Walk, Lower Shiplake RG9 3JQ

Applicant: Mr C Cook Type: Other.

Proposal: Single storey side and front extensions and change of flat to pitched roof on garage.

Recommendation: **NO STRONG VIEWS.**

Recommendations approved on a motion proposed by Mr T Taylor and seconded by Mr R Head

B) DETERMINATIONS.

1. P14/S3785: The Felin, Baskerville Lane, Lower Shiplake RG9 3JY
Application for single storey extension to garage, hall, dining and utility rooms.
APPROVED by SODC, subject to 3 conditions.
2. P14/S3888: Pumping Station, Bolney Lane, Lower Shiplake RG9 3NZ
Application for installation of kiosk as part of upgrade scheme.
APPROVED by SODC, subject to 3 conditions
3. P14/S3899/HH : Bolney Court Bolney Road Lower Shiplake RG9 3NR
Application for removal of existing 4 bay garage. Creation of new 4 bed garage building with recreation space to the room above.
APPROVED by SODC with 5 conditions

C) OTHER.

1. P14/S3494 Ferry Cottage -now due to come before Planning Committee 11 February.
2. Thames Farm Appeal-Section 106 provisions now agreed between OCC/SODC/appellant.
3. Invoice for £4944.95 + vat received from Terence O'Rourke for consultancy services.
4. Letter received from Nexus Re JHHNP circulated by email
5. Communication received for Neil Boddington ref Chelford House "Members will know that the last application for Chelford House raised significant objection mostly based on Highways issues. I have been instructed by a different client to submit another application for a house on the other side of the existing. We do so having regard to your Councils comments and in the light of the highway information that was gleaned from the last application. The last approval allowed a new access in the frontage of the site whilst retaining the existing access for the use of the existing house. This application moves the access for the existing house to the new access and retains the existing access for the second new dwelling. This means that there would be no more traffic from the existing access. I have advised my clients that they needed to improve the existing access as the vision from the gate was poor to the right. They have done so and have removed the wall that blocked the access. They have also trimmed the large overgrown Laurel hedge to improve vision to the right .Therefore we believe and more importantly the Highways Authority believe that the two accesses are safe to operate that the level proposed. All houses will be able to urn and leave the site in a forward gear.The plots are now all around 0.3 acre in size which is comparable to those around. The designs are similar to those approved. There would be no loss of trees as a result of this application and there is approved a landscaping scheme for the frontage of the site which is set back behind the vision splay for the new access. A new garage for Chelford House and a new rear extension will be built under permitted development. Your support for the scheme would be welcomed "

11. FINANCIAL MATTERS.

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

R V Hudson – salary January	102.15	338.27
R V Hudson – expenses, office allowance. January	103.15	79.80
Inland Revenue – clerk’s tax January	104.15	225.20
Consultancy Fee (T O'Rourke Consultancy Services)	105.15	5,933.94
Oxford It Solutions Web Development	106.15	120.00
Broadband	107.15	40.21

Accounts were approved on a motion proposed by Mr D Pheasant and seconded by Mr RT Taylor

2. Council to approve payment of Consultancy Fee to Terence O'Rourke Consultancy service for advice on Thames farm Planning Appeal £4944.95 +Vat (£5933.94) approved on a motion proposed by Mr T Taylor and seconded by Mr C Smith
3. The Rosemary Club .Clerk was requested to contact The Rosemary Club ad get a more detailed request for support .Council in principle in favour of supporting the club .**ACTION :**
Clerk

12. MATTERS FOR CONSIDERATION.

117/15 HIGHWAY MATTERS.

1 20 mph zone message form Anthony Kirkwood _I've double checked our highways record plans, and apologise for the error with The Chestnuts, which is indeed highway, though Quarry Lane is shown as non-highway

We will amend the plan and draft traffic order to reflect this and should be able to start the formal consultation either towards the latter part of next week, or failing that, the following week.

118/15 MODEL CODE OF CONDUCT.

119/15 RECREATION GROUNDS/OPFA

1. Badgers Walk - Mr C Smith reported condition of the equipment and general condition of the playground as satisfactory .Clerk requested to contact SODC grants for an update on grant application **ACTION: Clerk**.
2. Memorial Hall. Mrs Law not present so there was nothing to report

120/15 FOOTPATHS

121/15 SHIPLAKE – DEVELOPMENT OF FACILITIES.

Projects for improving facilities within village

Phase 1

1. Broadband delivery schedule for Shiplake remains as by June 2015, confirmed by discussion with OxOnline project

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

122/15 ENVIRONMENTAL MATTERS.

123/15 S.O.D.C.

124/15 OCC

125/15 O.A.L.C. /O.R.C.C.

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

126/15 MEMORIAL HALL

1. Mr Head reported that all councillors were welcome to attend the AGM which will be held on Wednesday 18th March at 7.15pm

127/15 CHILTERN SOCIETY/CPRE

1. Chiltern /Conservation Board /Society newsletters January 2015 circulated by email

128/15 DEFRA & OTHER GOVERNMENT CORRESPONDENCE

129/15 TOWNLANDS & OXFORDSHIRE PCT.

13. CORRESPONDENCE

1. Invitation form Department for Communities and Local Government to attend conference titled "Parish Councils Delivering More and working together with principal authorities" Tabled
2. Correspondence from Web Site: Pam Hudgell Question: I am very interested in any decisions made by the Parish Council about the installation and funding of Defibrillators in the village. I have heard rumours that a defibrillator will not be installed in the centre of Lower Shiplake - is this so? and is there any way that the residents could help to fund and install one themselves? I think this is an important issue for the village and would be keen to talk to someone about it.

14. ITEMS OF INTEREST OR FOR FUTURE DISCUSSION.

1. The Clerk requested moving the June meeting to Monday June 15th to accommodate Clerk's vacation, Council agreed and requested Clerk to rebook meeting room. Since Confirmed
2. There being no other items of business the Chairman closed the meeting at 9.38pm

R.V.Hudson.

Clerk to the Council.

02/02/2015

APPENDIX 1

TIMETABLE FOR 2015 LOCAL GOVERNMENT ELECTIONS

Event	Election	Date (deadline if not midnight)
Publication of notice of election	Local, Mayoral	Not later than Monday 30 March
Delivery of nomination papers	Local, Mayoral	On any working day during the hours stated on the notice of election until 4pm on Thursday 9 April
Deadline for delivery of nomination papers	All	4pm on Thursday 9 April
Deadline for withdrawals of nomination	All	4pm on Thursday 9 April
Publication of statement of persons nominated	Local, Mayoral	4pm on Friday 10 April
Deadline for receiving applications for registration	All	Monday 20 April
Deadline for receiving new postal vote and postal proxy applications, and for changes to existing postal or proxy votes	All	5pm on Tuesday 21 April
Deadline for receiving new applications to vote by proxy (not postal proxy or emergency proxies)	All	5pm on Tuesday 28 April
Publication of notice of poll	Local, Mayoral	Not later than Tuesday 28 April
Deadline for notification of appointment polling and counting agents	All	Wednesday 29 April
First date that electors can apply for a replacement for lost postal votes	All	Thursday 30 April
Polling day	All	7am to 10pm on Thursday 7 May
Last time for re-issue of spoilt or lost postal votes	All	5pm on Thursday 7 May
Deadline for emergency proxy applications	All	5pm on Thursday 7 May
Councillors, apart from the chairman and vice chairman, retire together on the fourth day after the ordinary elections	All	Monday 11th May
Chairman and vice chairman hold office until the chairman is elected at the Annual meeting	Annual meeting	Monday 11th May or within 14 days
Delivery of return as to election expenses	Parish/community	By Thursday 4 June