

**MINUTES OF THE MEETING OF SHIPLAKE PARISH COUNCIL HELD
IN THE MEMORIAL HALL SHIPLAKE ON MONDAY JUNE 15TH 2015
AT 7.45 P.M.**

1. **PRESENT:** Mr T Taylor, Mr C Smith, Mr R Head, Mr D Pheasant, Mr F Maroudas, Mr G Davies, Mr D Bartholomew (OCC) **APOLOGIES** Mr G Thomas

2. **DECLARATIONS OF GIFTS & INTEREST.** Councillors were given the opportunity to declare any gifts or interest in any item on the Agenda. Mr G Davies (Shiplake College) and Mr C Smith (The Oaks) declared an interest in two planning applications on the Agenda

3.MINUTES OF THE AGM MEETING HELD ON MONDAY MAY 11th AND APM HELD

ON MAY 27th 2015 In the AGM minutes item 13: 23/16 ” to report” should read “was not present” .The Minutes were then approved on a motion proposed by Mr T Taylor and seconded by Mr F Maroudas. In the APM minutes Item 5 line 6 “was budget” should read “was no budget” and Page 3 item 8 line 10 “455” should read “4155”.The minutes were then approved on a motion proposed by Mr R Head and seconded by Mr T Taylor.

4. MATTERS ARISING FROM PREVIOUS MEETINGS

1. Sydney Harrison House /Wooden Bench relocation from Sydney Harrison House. Wooden bench remains at Shiplake College .Clerk requested to contact Highways and get update .ACTION Clerk. Mrs A Law has enquired whether the current bench could be relocated to opposite the bus stop in Plough Lane.
2. Network Rail. Level crossing issues see item 12:31/16:1.
3. Defibrillators update from Mr D Pheasant. See item 12:31/16:7.
4. Councillor applications Mr T Taylor updated Council on progress with nominations for co-opting councillors in the absence of formal applications. Mr T Taylor nominated and Mr C Smith seconded Mr R Curtis and this was approved unanimously.
5. The Chairman commented on the recent ISI report on Shiplake College which showed outstanding results in all areas .The Chairman also commented on the support given by the college to the community and expressed his grateful thanks on behalf of Council.

5... POLICE MATTERS.

Report submitted by PCSO Richardson

URN & Date	Circumstances	Result
1104 03/05/15	STATION ROAD grey Vauxhall Astra alarm going off for 3 hours	All in order and owner returned to vehicle
866 05/05/15	SHIPLAKE CROSS - Loose black dog in the road stopping traffic	Dog could not be found no further issues
458 05/05/15	RIVERBANK, BOLNEY ROAD house alarm	Due to a power cut and all was in order
457 13/05/15	WESTFIELD CRESENT- vehicle blocking access for BIFFA 10	Police officer attended and guided lorry out and suitable advice given to offending vehicles.
510 12/05/15	MILL ROAD — Vehicles on the pavement no room for pedestrians to walk on the path	Warning notices given to vehicles and caller u dated

1045 16/05/15	STATION ROAD- Suspicious males in Vauxhall Corsa with window squeegee/wiper	Police attended, legitimate board cleaners
999 20/05/15	SHIPLAKE COLLEGE - £35 stolen from a blazer in changing rooms	Police talk with the class about the theft. No one came forward and so suspects.
506 21/05/15	SHIPLAKE COLLEGE - stolen Macbook from dormitory	Serial numbers taken and put onto police database, no CCTV no forensics.
1156 21/05/15	WYVALE - 2X male in garden centre looking around caller though suspicious	Police attended, this was 2 school boys who have climbed a fence in order to get some photos for a piece of school work, advice given about civil trespass and no further action as no criminal offences.
126 22/05/15	DORMERS, BOLNEY ROAD House alarm	All in order when police arrived, no further action
184 02/06/15	A4155 - 2X car RTC front of car collapsed on patients and trapped in the vehicle. Confirmed a women with 2 broken legs and taken by air ambulance to the JR2. Believed to be all ok other than her legs. Possibly caused by diesel on the road.	The road has been skid tested and it is believed there was some diesel in the road which may have caused this accident, all drivers in order and no further action taken by police.

PCSO confirmed that parking on yellow lines e.g. Station Road which are broken or have become eroded is unenforceable in court. Mr D Bartholomew was requested to follow up with Highways to see if budget can be released to address this issue .ACTION D Bartholomew.

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

GENERAL OCC REPORT

1. COUNTY COUNCIL AND CENTRAL GOVERNMENT BUDGETS

In 2010 Oxfordshire County Council received £120 million pa from central government. This sum has reduced to £62 million pa in the current year, further reducing to zero by 2022. Since 2010 the council has saved £204 million, with a further £88 million of savings to be made by 2018. A report to the Cabinet on 24th May stated that there could be another £50 - £60 million of saving to be found. This will be a challenge to the County Council, particularly with the increasing pressure on both adult and children's social care – currently around 50% of the budget is spent on just 2% of the population. The Government Budget on 8th July, along with the spending review later in the autumn, will provide more details about the impact of central government cuts on local government.

2. SUPPORTED TRANSPORT PROGRAMME INCLUDING BUS SUBSIDIES

A report to Cabinet started the consultation process, to be carried out by the independent Oxfordshire Rural Community Council, for the Supported Transport Programme including bus subsidies. A message must go out to communities concerning local buses: 'use them or lose them.'

3. DEVOLVED POWERS

There is a government commitment to devolve powers and budgets down to a more local level.

OCC welcomes this move and the Leader is working with Buckinghamshire and Northamptonshire County Councils to promote 'England's Economic Heartland', which has a similar size to the Greater Manchester area, to ensure that Oxfordshire does not miss out on infrastructure-funding opportunities. This is not about a Super Unitary or a Mayoral system but about areas working together to deliver economic growth. If more powers were to be devolved down to the County Council, it is likely that more powers could be devolved down to large Town Councils to enable decisions to be made locally.

4. HOW BUSINESSES CAN AVOID WHEELIE BIN BLAZE RISK

Oxfordshire County Council's Fire and Rescue Service has this month called on local businesses to cut the fire risk from wheelie bins. The Service has recently been called out to fires which spread to properties after nearby wheelie bins and rubbish stored next to them were set alight. Stuart Garner, Premises Risk and Protection Manager for Oxfordshire County Council Fire and Rescue Service, said: "It is important that businesses understand how dangerous it can be to keep wheelie bins too close to buildings. The rubbish in them can often be easily ignited and it can burn very quickly. Flames can rapidly spread to the nearby building, endangering lives, causing damage or in some cases totally destroying property." Details here:

<https://www.oxfordshire.gov.uk/cms/news/2015/jun/how-businesses-can-avoid-wheelie-bin-blaze-risk>

5. WOODLANDS: OWNERS AND MANAGERS ASKED TO TAKE PART IN SURVEY

Oxfordshire County Council and the Sylva Foundation are working together to identify what support woodland owners need to get the best out of their woodlands in the future.

An online survey has been launched to gather views and opinions that will be used to improve existing and develop new support services for woodland owners and managers within the County.

Details here: www.sylva.org.uk/oxwoodsurvey

6. WORK INTERNSHIPS FOR YOUNG PEOPLE WITH SPECIAL EDUCATIONAL NEEDS

Oxfordshire County Council is launching supported internships for young people with special educational needs and/or disabilities (SEND). It is an exciting venture between local colleges, Oxfordshire Employment Service and Mencap. The project aims to increase the number of education providers offering supported internships, resulting in more young people with complex SEND getting work placements leading to paid employment. It is funded by the Department for Education as part of the budget for colleges and aims at providing real life skills and foster independence in trainees. The pilot scheme, to be implemented in September 2015 involves four colleges: Henley, Banbury & Bicester, City of Oxford and Abingdon & Witney. These will provide the learning support, particularly with English and maths to 20 trainees. The launch events later this month will help strengthen the network, recruit trainees, and get the support from carers and employers. The unpaid internships will last for 12 months and will expose the interns to different roles within a large private company environment with the potential for a permanent job at the end of it or a progression route. These personalised internships differ from traineeships and apprenticeships with extra workplace and learning support. Details here:

<https://www.oxfordshire.gov.uk/cms/news/2015/jun/work-internships-young-peoplespecial-educational-needs-and-disabilities>

7. FOSTERING AWARENESS PROGRAMME

Oxfordshire residents are being urged to 'have a conversation' about fostering and to consider whether they could change a child's life by becoming a foster carer. A series of public information events hosted by the council's recruitment team was held as part of Foster Care Fortnight. Foster carers provide a range of placements from emergency and short-term to long-term and specialist placements. The council would like to attract more local foster carers - particularly people willing to care for brothers and sisters, teenagers and children with special needs - to enable them to remain in-

county and maintain links with their families. The council offers excellent training, support and allowances to foster carers and would welcome enquiries from potential applicants who can call 0800 7835724.

SPECIFIC REPORT FOR SHIPLAKE

8. BLANKET 20MPH SPEED LIMIT

At the CMD meeting on 21st May I recommended to the Cabinet Member that the proposal be approved, not in order for it necessarily to go ahead, but to give Shiplake PC the power to make the final decision. I do not believe OCC should interfere in this very local matter, especially as it would be funded by the PC. The Cabinet Member agreed and the ball is now in the PC's court.

9. CYCLEPATH

As agreed with the PC, I am now pursuing the A4155 option as the only viable route. OCC has no money for the project and an economic case has to be made to obtain funding from one of the central government cycling schemes.

10. THAMES FARM APPEAL HIGHWAYS REVIEW MEETING

I am still awaiting suitable dates and have pressed officials on the matter.

11. PLANNING APPLICATION P14/S1852/FUL - NAVIGATION CHANNEL AT HOCKETT

I have advised the PC that the EA has now dropped its objection on flood grounds and the applicant is pressing them to drop objections on conservation grounds. Along with many other Shiplake residents, I have personal interest in this matter, which I have previously declared.

7. S.O.D.C. Cllr P Harrison was not present and arrived after the meeting had closed having been delayed at other council meetings, He submitted the following report by email

1. Recent planning appeals and our five year land supply

At a recent appeal hearing the planning inspector for the case suggested that we didn't have a five year land supply. This could mean planning applications have to be approved even if the sites aren't in our local plan. We disagree: In our Core Strategy we split our housing land supply areas into two – Didcot and the “Rest of District”. While we currently have only a four year land supply in the Didcot area we have a nine year supply for the rest of the district. The planning inspector for the appeal (an outline planning application for up to 110 homes at Thames Farm, Shiplake (P13/S2183/O) which was ruled in our favour) suggested that the under-supply in the Didcot area also affected the “Rest of District” area. National guidance state that ‘When a council doesn't have enough land for five years' worth of housing, local policies are over-ridden by the national guidelines that say developments should go ahead no matter where they are, if they are “sustainable”. ‘We believe the position taken by the appeal inspector undermines our Core Strategy (which was approved by a separate inspector) and could potentially have an impact on future planning appeals.

2. Final moves to 135

Next week the rest of the council will join planning and housing at 135 so it will be a busy week getting everyone in and the place ready to open to the public on Monday 29 June. Here's exactly when each service will be moving so you know the days to avoid contact them on, although we'd recommend waiting until the following week:

- Wednesday 17 June - Finance and Economy, Leisure and Property
- Thursday 18 June - HR, IT and Technical Services
- Friday 19 June - Corporate Strategy and Strategic Management Board
- Tuesday 23 June - Legal and Democratic Services
- Thursday 25 June – Capita

If there's any unexpected problems that means we have to delay some moves, we'll let you know, but we'll do our best to stick to these dates.

From 29 June the reception will be ready to greet you. Unfortunately the cash office won't be ready then as there's a long lead time for the secure glass needed so the one at Abbey House will remain open. We'll keep you updated on this through In Focus.

Corporate Services Project update

To give new councillors a bit of context, this is a project to both re-tender the existing Capital services that are contracted out (revenues, benefits, exchequer and finance computer system), and to market test other support services such as HR, IT accountancy and some frontline services (licensing and land charges). We're partnering with three other district councils - Havant, Hart and Mendip. Since our last update on this, the companies still left in the process have submitted their outline proposals for delivering the services we're market testing. The project steering group are reviewing these over the next few weeks before deciding which companies should carry on to the next stage where they will be required to work up more detailed proposals.

We'll be announcing the shortlisted companies in mid- July so we'll update you after then with more on the companies and the next steps.

3. Vice Chairmanship

At the last full council meeting I was elected as vice chairman of SODC. So far I've represented the council at 2 civic services, one in Henley and the other in Abingdon and I've attended a blue plaque event in Abingdon. The committees I'm on are the Scrutiny Committee and I'm substitute on the Joint Audit & Corporate Governance and the Planning Committees.

4. Makeup of the Council

After the election the Conservatives have 33 of the 36 seats. There is now 1 Liberal, 1 Labour and 1 HRG members so to have any representation on committees they now have become the SODC opposition group. However, unlike previous years they don't get automatic chairmanship of the scrutiny committee.

5. PCSOs help hundreds across South Oxfordshire

In just three months (between January and the end of March), the six PCSOs our Community Safety team helps to fund, helped 233 victims of crime. They also met with vulnerable and elderly residents in Binfield Heath so they can develop a plan to help them feel safer in their community.

They also did a lot of work to help keep our roads safe, such as issuing 245 fines for on-street parking offences, and organising a successful anti-speeding operation in Wheatley which resulted in 27 motorists receiving speeding tickets and one arrest for drink driving.

6. Budgets

Two of our popular grants schemes are opening for applications on Monday. One is for big projects, like extending, improving or delivering community facilities such as village halls, sports pavilions or play areas etc. This is our Communities Capital Grants scheme for funding between £15,000 and £100,000.

The other scheme is our young achiever awards, which is open to 11 – 18 year olds who've excelled in a chosen sport, art, or volunteer work.

Both schemes are open for applications until 31 July, so please share this with anyone you think would be interested.

7. Garden waste discount

To encourage more people to use our garden waste service, we're repeating our popular summer discount period. Anyone who signs up to the garden waste service in June or July will receive a 10 per cent discount for a year. Any existing customers who want an extra garden waste bin will get a 10 per cent discount for their new bin for one year.

Please help us promote this great offer amongst your residents. There's more information on our websites at: www.southoxon.gov.uk/gardenwaste.

8. OPEN FORUM The chairman closed the meeting at 8.00pm to allow comment from members of the public present. Mr D Skilleter, Oaks Road expressed strong concerns regarding the building development at The Gables with a potential two houses being built as infill, Mr Skilleter also commented that he believed there was a covenant on the land highlighted in an old planning application back in 1981. Several neighbours present expressed strong concerns and similar views are held by other neighbouring properties to the development. Mrs U Graham asked what constitutes a small village. The Chairman responded and then resumed the meeting at 8.20pm

9. SPECIAL REPORTS-PLANNING.

Letter received from Mr Duffield re Council's five year housing supply position

I am writing to update you on our housing supply position and to clarify the position in relation to recent planning appeals.

You may be aware that the council is required by Government to provide a five year supply of deliverable housing sites in our housing supply areas.

We have two housing supply areas for our district, one for Didcot and the other, known as 'Rest of District'. These two housing areas were created in the Core Strategy to ensure housing growth took place where we have planned for it i.e. focussing housing in Didcot where it can support economic growth and significant transport infrastructure. It also sought to manage housing development throughout the Rest of the District.

The total number of homes we need to deliver between 2006 and 2027 is 11,487. Of this total 6,300 homes are expected to be provided in Didcot and 5,187 distributed to the Rest of District. Over the next five years, we have a target to supply 487 homes at Didcot per year and 258 homes throughout the Rest of District per year, including a 'buffer' in accordance with government guidance and to offer choice of sites.

Our recently published Housing Supply Statement (2015) indicates we have sites available to deliver 391 homes per year in Didcot and 465 homes per year in the Rest of District, which is an improvement on the previous year. However, this means we have 4 years of housing land supply in Didcot and 9 years in the Rest of District.

When our supply of housing land drops below five years supply, our planning policies set out in our adopted Core Strategy (2012) are over-riden by the national planning policy framework (NPPF), and the presumption in favour of sustainable development prevails. This means that the council would not be able to refuse planning applications for new sustainable housing development on the edge of our settlements. This situation is also known as 'planning by appeal'. You may have heard of other councils in Oxfordshire and beyond experiencing such a situation.

A number of developers are challenging our supply of housing through planning appeals and arguing that Didcot's undersupply should be made up elsewhere in our district. We have recently received two planning appeal decisions for housing on Greenfield land, one we lost (Benson) the other we won (Shiplake).

In the Shiplake case, although we defended our reason for refusal, the inspector took a different view to us on our five year housing supply, whereas in the Benson case, the inspector chose not to consider our five year housing supply.

We have therefore provided a statement regarding the Shiplake appeal and our five year housing supply position, which in summary confirms that although Didcot may not have a five year housing supply, the Rest of the District does.

Recognising our position in Didcot, we are actively working with applicants on our allocated housing sites to progress development, and similarly, wishing to maintain our supply of housing through the Rest of District, we are proactively engaging with applicants. To help widen the choice of housing sites to developers we are keen to work with you, as part of the development plan process (including neighbourhood plans), to bring forward housing sites and ensure we maintain the delivery of housing sites and our five year housing supply in a managed and planned approach. By working constructively together we have a greater ability to influence the location of new development where it can best serve the community. As the appeal decisions were only published last week we are working on how we respond to them and will be back in touch with you shortly. I hope this has been helpful, but if you have any queries please do contact me, your contact in the policy team or your neighbourhood plan lead officer. Yours sincerely

Adrian Duffield: Head of Planning

Housing Supply Statement April 2015 —

<http://www.southoxon.gov.uk/sites/default/files/Housing%20and%20supply%20paper.pdf>

Shiplake planning appeal; Council's five year housing supply position statement

<http://www.southoxon.gov.uk/sites/default/files/20150/02060/02009%20SODC%20Statement%200n%20the%20Five%20Year%20Land%20Supply%20final.pdf>

10. **PLANNING**

The Planning Working Party submitted the following recommendations

A) APPLICATIONS.

PI 5/S 1368: 1 Memorial Avenue, Shiplake Cross RG9 41) W

Applicant: Miss E. Broughton. Type: Other.

Proposal: Two storey rear extension for kitchen/diner with bedroom above, plus internal alterations and new front porch.

Recommendation: **NO STRONG VIEWS.**

PI 5/S1423: Otters Barn, Reading Road, Lower Shiplake RG9 3JN.

Applicant: Mrs. T. Head. Type: Other.

Proposal: Erection of oak-framed garage.

Recommendation: **NO STRONG VIEWS.**

P15/S1412: The Burrows, Crowsley Road, Lower Shiplake RG9 3JU.

Applicant: Mr D. Morgan. Type: Other.

Proposal: Replacement of existing roof together with the construction of two new front dormer windows and an entire new first floor level set within the new roof structure.

Recommendation: **REFUSAL** for reasons of:

- 1) Scale and bulk resulting in loss of (southerly) light
- 2) Overbearing and overlooking to neighbouring bungalow property.

P15/S1565: Shiplake College, RG9 4BW. Type: Other (Listed Building Consent).

Proposal: Introduction of stone paving to lawn area of Skipwith House.

Recommendation: **NO STRONG VIEWS.**

P15/S1541: Wood Edge Cottage, Bolney Road, Lower Shiplake RG9 3NT

Applicant: Mr P Greenslade Type: Minor.

Proposal: Demolition of existing detached dwelling and erection of two detached dwellings.

Recommendation: **NO STRONG VIEWS**, given that this development reduces the existing flooding footprint.

PI 5/S1699: Haileywood Farm, Reading Road, Lower Shiplake RG9 4BG.
Applicant: Mr S Doble. Type: Permitted Development —for information only
Application: Change of use from agricultural barn to 138 storage use.

PI 5/S1728: Abbotsbury House, Woodlands Road, RG9 4AA.

Applicant: Mr S. Pratt. Type: Other.

Proposal: Rear single/two storey extension and raised roof to main dwelling. Extension to garage and raised roof to create additional accommodation. (Modification to previous approval). Recommendation: **NO STRONG VIEWS.**

PI 5/S1791/HH: The Oaks Station Road Lower Shiplake RG9 3JR

Proposal: Proposed rear extension, garage loft conversion to provide first floor games room/gym over and erection of a temporary carport.

Type: Other not reviewed as yet

The recommendations were then approved on a motion proposed by Mr T Taylor and seconded by Mr F Maroudas.

B) DETERMINATIONS.

P15/S0688: 31 Badgers Walk, Lower Shiplake.

Proposal for new porch **PERMISSION GRANTED** subject to 3 conditions.

PI 5/S1017:2 The Chestnuts Lower Shiplake Oxon RG9 3JZ

Proposal: Extension of garage to the rear level with existing extension to No 1, with loft room over and two dormer windows to front pitched roof to right-hand side with extension of first floor over existing ground floor footprint with gable end to roof, Extension of existing utility room and bathroom to left hand side with gable end to roof and removal of existing bin store area. Extension of driveway in front of front door. **PERMISSION GRANTED** with 5 conditions

PI 5/S1270: 21 Crowsley Road, Lower Shiplake.

Proposal for demolition of existing single storey rear extension/garage and erection of new single storey side/rear extension **PERMISSION GRANTED** subject to 3 conditions.

P14/S4104: 9 Orchard Close, Shiplake Cross.

Proposal: Demolition of existing bungalow and erection of new two storey dwelling with attached garage and enlarged access drive.

PERMISSION GRANTED by Planning Committee with 13 conditions (by 5 votes to 2[10ca1 councillors]).

Mr R Head requested whether in future reports the original recommendation made by PWP could be included in the determination report. ACTION Mr G Thomas

C) OTHER.

Meetings currently being arranged with OCC, SODC and Haydn Morris to follow up Thames Farm decision. Three topics 1. What does it mean for us? 2. Should we consider a strategy for the future? and 3. Should we consider development of a neighbourhood plan?

Joint Henley and Harpsden Neighbourhood Plan: Draft Mark2 plan going forward to SODC.

Mr G Thomas reports that at this week's meeting Henley Town Council voted to delay submission of the draft Neighbourhood Plan until their transport survey and strategy element is completed, so this will put things back a further 3-4 months-see this Friday's Henley Standard for more details..

The Chairman commented that other parishes have similar planning issues and asked whether there would be benefit in meeting with those local Parishes to find common ground. Council agreed ACTION Clerk and Mr T Taylor.

The Chairman handed over the chairmanship to Mr F Maroudas for a discussion on the PA for the bridge at the Hocket as several councillors expressed an interest due to their residential location.

Mr Pheasant requested the name of the owner of Heathfield to contact them reference tree preservation to prevent any developers felling trees. ACTION: Clerk

FINANCIAL MATTERS.

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

Shiplake Memorial Hall Meeting room add costs	140.15	11.65
R V Hudson – salary May	141.15	338.27
R V Hudson – expenses, office allowance. May	142.15	128.45
Inland Revenue – clerk’s tax May	143.15	225.20
HTS Hire of screen for APM	144.15	36.00
Mr Robin Head (Grasscutting)	145.15	48.00
ORCC subscription	146.15	65.00
Shiplake Party & Picnic Grant	147.15	575.00
Arrow Accounting Internal Audit	148.15	240.48
Broadband	149.15	40.02

The payments were approved on a motion proposed by Mr T Taylor and seconded by Mr G Davies

2. Internal Audit carried out and approved the following comments were made

1. Asset Controls

1. I would just recommend that the Council is absolutely sure that Fidelity Guarantee is in place
2. I would just recommend that columns are added to the Asset Register by the way of Additions & Disposals.

2. Accounting Statements agreed and reconciled to the Annual Return

1. I would recommend that the notes to the Financial Statements reconcile to the Lead statement.
2. I would recommend that the Council review the level of the General Funds held in relation to the Precept. In my opinion this is at the upper possible level required.
3. I would recommend that the Council ensure that L G Spending powers are reviewed and correctly attributed to spend.

- 3 Schedule of uncontested election fee received invoice to follow 29th June

Returning Officer fee 30.00

Clerical fee 20.00

Nomination packs, notices, postage, telephone calls 50.00

Total 100.00

12. MATTERS FOR CONSIDERATION.

27/16 HIGHWAY MATTERS.

1. 20 mph zone Mr T Taylor reported that he is still awaiting costings from Mr Anthony Kirkwood

28/16 MODEL CODE OF CONDUCT.

29/16 RECREATION GROUNDS/OPFA

1. Badgers Walk - Mr C Smith reported the condition of the equipment and general condition of the playground was satisfactory , the grass has still not been repaired Clerk requested to follow up with Mr Prickett .ACTION :Clerk, also Clerk requested to follow up request for a sign indicating playground .ACTION : Clerk
2. Memorial Hall. Mr G Davies reported condition of the equipment and the general condition of the playground. as satisfactory

30/16 FOOTPATHS

1. FP29 Mr S Doble has agreed with the Sailing Club to delay clearance of footpath until after nesting season to protect bird habitats.

31/16 SHIPLAKE - DEVELOPMENT OF FACILITIES.

Projects for improving facilities within village, Mr D Pheasant submitted the following update Phase 1

1. Network Rail: Electrical supply for the cameras scheduled for June 6th - 9th. Copy of independent safety audit of camera installation at level crossing requested three times with implicit freedom of information request. NR endeavouring to supply.
2. Have agreed to update council and community in December on electrification project, when the selection of preferred option to be presented to MofT in 2016 should be close to finalisation. Information to be made available via the website.
3. Website: Forum enhancements under development with presentation designs reviewed during the project. Projected availability in 2-3 months.
4. Broadband: Delayed until Sept. 2015 at earliest due to requirement of 43 metres of new duct and 'desilting' of existing ducts, which requires 12 week notice period for required road closure. Fibre cabinet on Mill Lane to be moved to opposite side of the road.
5. Shiplake Villages Plan: Update given at APM and via website.
6. Newsletter: Next issue probably in October/November 2015
7. Defibrillators: See APPENDIX 1.Council approved 2 motions proposed by Mr C Smith and seconded by Mr R Head 1) to fund any shortfall in the donations to install a defibrillator at Memorial Hall and 2) to fund running costs on an annual basis. Donations from residents will be forwarded to SPC bank account and ring-fenced

Future Phases

- a) CYCLEPATH.TO HENLEY. The consensus now is that the A4155, whilst not the ideal offers the most practical route in the short term given the issues with the line electrification which will take a long time to resolve .The Chairman asked whether SODC had any monies for such a scheme. Mr D Bartholomew was requested to obtain a ball park cost /sq. metre for such a construction .ACTION Mr D Bartholomew.
- b) TREE PRESERVATION,
- c) FOOTPATHS TO LINK EXISTING PATHS
- d) FOOTBRIDGE WARGRAVE
- e) TICKET MACHINE AT STATION.
- f) FERRY
- g) VILLAGE FESTIVAL/STREET PARTY Plans under way for vent in September 2015
- h) NEW PLAY AREA LOWER SHIPLAKE RECREATION AREA
- i) VILLAGE BOAT CLUB -SLIPWAY
- j) VILLAGE GREEN-MEADOW
- k) AFFORDABLE HOUSING SURVEY-BETTER MIX OF HOUSING

1) HIGHWAYS DEVELOPMENT OF SAFER CROSSING AT MEMORIAL AVENUE
AND STATION ROAD/WAR MEMORIAL

32/16 ENVIRONMENTAL MATTERS.

33/16 S.O.D.C.

34/16 OCC

35/16 O.A.L.C. /O.R.C.C.

1. May 2015 OALC Members Update circulated by email

36/16 MEMORIAL HALL.

1. No SPC council member nominated as yet awaiting meeting of FWP ,Nursery and MH trustees

37/16 CHILTERN SOCIETY/CPRE

1. Chiltern [Conservation Board "Society newsletters May/June 2015 circulated by email
2. Chiltern Society e-News May/June 2015 circulated by email
3. CPRE newsletters Fieldwork circulated by email

38/16 DEFRA & OTHER GOVERNMENT CORRESPONDENCE

39/16 TOWNLANDS & OXFORDSHIRE PCT.

13. CORRESPONDENCE

- 1 Letter from Mr R Milne ref BT Telephone Box. Clerk requested to contact BT to see if they could repaint the box as it is becoming dilapidated

- 2 Freedom Of Information request from C Engbers ref meeting OCC and SPC Councillors 31st March .Clerk to respond within statutory time frame

14. ITEMS OF INTEREST OR FOR FUTURE DISCUSSION.

Clerk was requested to get update on Sydney Harrison House from Chairman of SOHA
ACTION: Clerk

Clerk was requested to follow up with J Howell MP letter relating to AONB.

ACTION: Clerk

There being no other items of business the Chairman closed the meeting at 9.58pm.

R.V Hudson.

Clerk to the Council.

03/07/2015

APPENDIX 1

Background, Proposed Installations & Financial Considerations for Defibrillators in Shiplake @ 10/06/2015 Background

The recent local publicity generated by the Millie's Dream initiative, related to the benefits of defibrillators in terms of saving lives or minimising the serious, often fatal, consequences of cardiac arrest has resulted in well over 30 units being installed in schools and public places in Henley and surrounding villages. Our own local primary school and Shiplake College have defibrillator units but these are not meant to be available for use by the wider community and certainly not on a 24x7 basis. The recent publicity of the benefits of units readily available in the event of an individual suffering a cardiac arrest i.e. unless treatment is delivered within minutes, serious heart damage and possibly death can occur, has led to local residents enquiring what plans the parish council has for such installations. A presentation by an independent expert to the council earlier this year, on the benefits of locally installed defibrillators, led to the council approving an initiative to assess the costs of installation of defibrillators in Shiplake Cross and Lower Shiplake, such units to be readily available 24x7 in centrally located and well lit locations in both villages.

Albeit the parish council has not budgeted for such expenditure, it is strongly supportive of the initiative and if local residents would also donate to the costs of installing the units, the council would make some funding available to enable units to be installed. Actions since comprise:

- Publicising the initiative on the website resulted in a positive response from residents, including some very generous offers
- An application for a grant for one unit from the British Heart Foundation (BHF) has been submitted on behalf of the parish council (David Pheasant)
- Efforts have been made to secure a unit/funding from the Millie's Dream initiative
- Confirmation of the involvement/support from emergency ambulance service and provision of related CPR training (FOC)
- A grant application from SODC has been investigated. Proposed installations

Lower Shiplake: Determining the location for a unit has been challenging. However, with many thanks, The Baskerville has agreed to an installation on the outside of the building in a suitable position.

Estimated costs of installation (ex Vat)*

Sarah Robert's, founder of the Millie's Dream initiative has confirmed £700 available towards the cost of a Millie's Dream defibrillator unit (cost £1,400).

CPR training provided by ambulance service FOC.

Total initial equipment cost of £700 + Installation cost of £150 + 1st year power supply of £30

Total amount required by donation, therefore = £700 + £150 = £850.

Shiplake Cross: To be installed at Memorial Hall on an outside wall in a cabinet, preferably locked with access via a security code made available either by the local ambulance service via 999 call (or otherwise)? Agreed in principle by the Memorial Hall Trustees on basis of costs being borne by grants/donations/parish council.

Estimated costs of installation (ex Vat)*

A defibrillator unit (IPAD SPI) at discounted price costs £842 for community use (list price £1,295) with a 7 year warranty for which a grant request, expected to be £442, has been submitted to BHF with outcome anticipated in August/September. Defibrillator batteries last for estimated 200 'shocks' and are replaceable at a cost of £125.

A cabinet with key pad lock at discounted price costs £540. Installation costs estimated at £150* to provide power to cabinet from suitable source inside Memorial Hall. Annual power supply costs for cabinet estimated as £30. CPR training provided by ambulance service FOC.

Total initial equipment cost of £1382 + Installation cost of £150 + 1st year power supply of £30

The submitted grant request from British Heart Foundation (BHF) is for the defibrillator unit (£842) and requires applicant to contribute £400 of this amount i.e. grant envisaged to be £442.

Total amount required by donation, therefore = £400 + £540 + £150 = £1090.

Total Donation Amount Required for 2 Units:

Lower Shiplake: £700 + £150 = £850 + Shiplake Cross: £400 + £540 + £150 = £1090

Total = £1940 (suggest parish council pay installation costs of approx. £300 : Total= £1640)

*Specified equipment and discounts based on ambulance service recommendations or Sarah Roberts of Millie's Dream. Installation costs of £150 subject to confirmation. Council purchases do not incur Vat.

SODC Grants:

Having received a grant for Badger's Walk playground last financial year a further grant would not normally be available this financial year. SODC have confirmed, however, that alterations to grant qualification is very likely to be modified this year and a request of the nature described would be viewed positively. The grant would be for 60% of costs incurred but is not certain and funds would not be available until decisions made, which is likely to be in December 2015 with installation of units in early 2016. The 60% equates to approx. £1160 to £1450, dependent on success of BHF grant request. Given strong desire to target installation of units in, say, September this year and uncertainty of receiving the SODC grant, it is proposed to proceed on basis of donations to obtain the required funds.

Matters to be Resolved

- Parish council agree on 15th June 2015 to support donation program and proposed it pays installation and ongoing maintenance costs estimated as installation (£300), plus battery replacement costs at £125 per 200 'shocks' approx. — action parish council
- Establish process for and raise donations of £2,000 (£1,700 if council pay installation costs) from residents to cover costs; parish council to facilitate donations direct to bank account plus the address for receipt of cheques payable to parish council — action Parish Clerk
- Publicise Defibrillator Donation target of £1,700 to £2,000 on website - action DP
- Continue pursuing BHF grant application — action David Pheasant
- Gain agreement of Memorial Hall Trustees and Baskerville to undertake 'light' monitoring task of the state of the defibrillator units — action Roger Head & Ray Wild
- Dependent on timelines for progress of BHF grant application, source of funding via Millie's Dream and public donations, as soon as funds become available, to install the units as and when available — target dates of September/October 2015
- Reconsider grant application from SODC as appropriate — parish council ● Once defibrillators acquired arrange CPR training program.