

**MINUTES OF THE MEETING OF SHIPLAKE PARISH COUNCIL HELD IN SHIPLAKE
MEMORIAL HALL ON MONDAY JULY 13TH 2015 AT 7.45 P.M.**

- 1. PRESENT** Mr T Taylor(Chair) Mr G Thomas, Mr G Davies ,Mr R Curtis, Mr F Maroudas, Mr R Head Mr P Harrison (DC) , Mr D Bartholomew (OCC). **APOLOGIES** Mr C Smith ,Mr D Pheasant Mr T Taylor welcomed Mr R Curtis to the meeting as a newly co-opted Councillor Mr Curtis was voted to sit on the Planning Working Party on a motion proposed by Mr T Taylor and seconded by Mr G Davies
- 2. DECLARATIONS OF GIFTS & INTEREST.** Councillors were given the opportunity to declare any gifts or interest in any item on the Agenda. Mr T Taylor declared an interest in the PA for Randall House and Mr G Thomas declared an interest in the PA for Brookfields
- 3. MINUTES OF THE MEETING HELD ON MONDAY JUNE 15th 2015** were approved on a motion proposed by Mr R Head and seconded by Mr G Davies
- 4. MATTERS ARISING FROM PREVIOUS MEETINGS**
 1. Network Rail. Level crossing issues Network Rail 150113-000004 - Shiplake drainage work has been completed
 2. Defibrillators update from Mr D Pheasant. See item 11.2
 3. The Clerk was requested to obtain an update on the situation at Sydney Harrison House.
ACTION: Clerk
 4. The Clerk was requested to forward an update of the correspondence re AONB to the other Councils
ACTION: Clerk

5. POLICE MATTERS.

Report form PCSO Ashley Richardson

URN	Date	Circumstance	Result
1162	01/06/15	CHURCH LANE, Wing mirror knocked of a vehicle reported as a nonstop traffic collision	No CCTV or lines of enquiry
1753	03/06/15	MEMORIAL AVENUE- reports of an abandoned vehicle near the road junction	Car moved after a couple of days so no further action
741	10/06/15	PLOUGH LANE - Animal in the road causing drivers to swerve and cause a potential accident	Units turned out for an area search but no trace, no further calls
501	14/06/15	BADGERS WALK- car left parked on the pavement blocking access for pedestrians	Contact made with owner who was in DUBAI had left it there as thought it was a sensible place to park. Warning notice issued as caused no serious issues.
946	13/06/15	WYVALE READING ROAD- Youths climbing over and causing antisocial behaviour, noise, litter etc.	Units turned out and gave words of advice to the youths on site. No further action taken.
435	13/06/15	Location unsure but called by a gent at SHIPLAKE COLLEGE, a man on a barge swearing and being generally abusive to rowers and river users.	Units attended but due to no exact location the male could not be found. No further action

Thames Valley Police is appealing for witnesses following a theft of a boat in Shiplake.

Between Sunday (28/06) and Wednesday (01/07) offender(s) stole a boat moored at Shiplake lock, the chain and padlock were also taken. The boat is a grey SEA NYMPH 3.7 and has the name “NYMPHETTE” on the stern.

6. REPORT TO SHIPLAKE PARISH COUNCIL JULY 2015

GENERAL OCC REPORT

1. CHIEF EXECUTIVE STEPS DOWN

Joanna Simons will be stepping down as Chief Executive in September in order that OCC can carry out a review of senior management arrangements. The aim is to reduce costs in the light of further funding cuts announced by the government.

2. BUDGET 2014/15 REVIEW

The final outturn for the 2014/15 year was an underspend of £0.196m on a budget of £424.185m, which is an impressive achievement despite all the pressures that exist. The good news is that there has still been investment in Highways with a capital expenditure for 2014/15 year of £43.1m. This was £17.8m higher than in 2013/14. There was £14.8m spent on highways structural maintenance programmes.

3. COUNTY COUNCIL AND CENTRAL GOVERNMENT BUDGETS – UPDATE

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 £50M - £60M of saving to be found. This will be a challenge to the County Council 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.

4. EARLY INTERVENTION CENTRES

The Early Intervention Service and Children's Centres are currently supported by a budget of approximately £16M. As part of the service and resource planning process for the period 2014/15-2017/18, possible savings of £6M against this figure were identified by a cross-party Cabinet Advisory Group.

5. SUPPORTED TRANSPORT SERVICES

OCC needs to save more than £6M on supported transport services, and a consultation is currently taking place about how this can best be achieved. (The consultation closes on 14th September.) OCC has asked the Oxfordshire Rural Community Council (ORCC), a not for profit, community development organisation, to act as the independent facilitator during the consultation. Some money can be saved by running existing services more efficiently, but savings will also have to come by reducing the current £4M a year the council pays in bus subsidies and to run the Dial-a-Ride service. To comment on the proposals or to attend one of the five public consultation events, contact the Oxfordshire Rural Community Council on 01865 883488 or email orcc@oxonrcc.org.uk.

6. LOCAL TRANSPORT PLAN

At the July Cabinet meeting the Local Transport Plan for 2015-2031, *Connecting Oxfordshire*, will be considered following public consultation.

7. RECRUITMENT OF 'SHARED LIVES' CARERS

Shared Lives enables people over the age of 16 with a learning or physical disability who need support or accommodation to become a regular visitor to, or move in with, a Shared Lives carer. By joining the scheme, they often become a permanent part of a supportive family and by doing so increase their independence. Shared Lives is also used to give breaks to unpaid family carers or as a stepping-stone for someone to get their own place. The Oxfordshire Shared Lives Scheme currently supports around 80 people in long term arrangements and a further 40-50 people who use the service for short breaks. The scheme is constantly seeking to recruit new Shared Lives Carers. To find out more visit www.oxfordshire.gov.uk/sharedlives

8. NEW DIRECTORY OF SUPPORT SERVICES FOR ADULTS AND CARERS

The County Council funded Community Information Network (CIN) has developed a directory of services for adults and carers. The aim of the CIN is to provide information and advice to adults to help them maintain their independence and keep well. The directory can be accessed at www.ageuk.org.uk/oxfordshire If you have any feedback about the directory or would like to add any entries, please email network@ageukoxfordshire.org.uk

SPECIFIC REPORT FOR SHIPLAKE

9. POT HOLES IN CHURCH LANE REF: 673193

I have received complaints about inadequate repairs to this road. The Area Steward has said that due to the nature of the road it is very low priority but works will be undertaken in due course and further assessment will occur. 'Uneven Road' boards have been erected.

10. CYCLEPATH

As agreed with the PC, I am now pursuing the A4155 option as the only viable route. Further to Cllr Maroudas' request for ball-park costings, I have tried to get the required information but this is proving difficult because of the cost of getting the costs.

11. MILL ROAD/MILL LANE JUNCTION WHITE LINE REFURBISHMENT

The officer has visited the site and deemed it not to be a safety issue, so no funding is available. I asked him to review his decision, which he did and came to the same conclusion.

12. STATION ROAD YELLOW LINES REFURBISHMENT

The officer agreed this was a safety issue and the work is scheduled to be undertaken.

7. S.O.D.C. Cllr P Harrison Report July 2015

1. Official Opening of the 135 Milton Park

On Tuesday 14th July it is the official opening of our new offices at 135 Milton Park. This will be our base for the next 4 years and then depending on size of the council and the results of our insurance claim we will decide on what the most appropriate action should be.

Our full address is:-

South Oxfordshire District Council
135 Eastern Avenue
Milton Park
Abingdon
Oxfordshire
OX14 4SB

2. Corporate Services Project update

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. An announcement naming the shortlisted companies will be made in mid- July.

3. How healthy are our districts?

Every year we receive separate health overviews for South and Vale from Public Health England. They're produced to help organisations like us and our partners to plan improvements to local health issues.

The latest reports for South and Vale are now available and show:

- Generally, both districts are healthier than the national average
- Life expectancy across both districts is higher than the national average
- Both councils are at or below the national average in terms of people killed or seriously injured on roads.

4. 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.

We've written a full statement on this, **which you can find on our website.**

5. **Changes to sports clubs rate relief**

There's been some changes to the way amateur sports clubs can qualify for reduced business rates.

Clubs with Community Amateur Sports Clubs status now need to prove that more than half of their members are actively involved in the sport, rather than just social members.

6. **Outlook on its way**

Our latest copy of Outlook should start to be delivered from the 13th July onwards.

7. **Leisure**

Love Parks activities kick off on 24 July - have a look at our website for the full, extensive list of sports and games on offer - If you want some more activities in your area, get in touch with the leisure team by emailing participation@southandvale.gov.uk.

If you know of any sports teams or groups looking for funding, we can help them with their applications to outside organisations.

8. **CIL examination**

Our Community Infrastructure Levy will be independently examined at a public meeting on 29 July at Benson Village Hall. CIL is a new way of raising funds for infrastructure from developers. Following this meeting the examiner will produce a report and may suggest changes which we'll need to consider before adopting the new levy this autumn.

Local Matters

9. **Planning Issues**

There have been 2 planning applications in Bolney Road which I've been involved:-

P15/S1541/FUL

This application has the support of local residents and this Parish Council but unfortunately not the Environment Agency and the District Council cannot go against their advice. Their reasoning is that the site is in a flood risk area and so they will only support one property on this site and not the two proposed. I've spoken and emailed John Howell MP to see if they will reconsider their objection.

P14/S0409/HH

This application is also in the flood risk area. I'm still awaiting official confirmation of what has happened here. I've taken this one up with Adrian Duffield and his Cabinet member Elizabeth Gillespie.

8. OPEN FORUM Chairman closed the meeting at 8.00pm to allow comment and questions from members of the public present. Prof R Wild gave an update on the defibrillator project and requested that Council approve the spending of £540 for a cabinet to house the MH defibrillator, Mr F Maroudas stated that under the Financial Regulations governing Council we would require 3 quotes. Prof Wild agreed to supply two further quotes to match the specifications required. **ACTION RW**

Mr T Taylor thanked all Councillors and residents particularly Prof Wild and Mr D Pheasant, involved in fundraising and purchasing, for their efforts in securing the two defibrillators.

Prof Wild also commented that the Badgers Walk play area was becoming very untidy and grass need cutting, also the repairs had still not been carried out to the turf. Council agreed to rectify and to appoint another contractor **ACTION : Clerk**. The meeting resumed at 8.20pm.

9. SPECIAL REPORTS-PLANNING. Following a meeting with Mr Haydn Morris, the Planning Working Party are suggesting that we look at strategic planning issues at a special meeting of Councillors.

10. PLANNING

The Planning Working Party submitted the following recommendations

A) APPLICATIONS.

P15/S1791 The Oaks, Station Road, Lower Shiplake RG9 3JR.

Applicant: Mr T. Green Type: Other.

Proposal: Rear extension with garage loft conversion to provide first floor games room/gym over and erection of temporary carport.

RECOMMENDATION: NO STRONG VIEWS, with condition of restriction of contractors' vehicles to on-site parking, in view of existing parking problems on dangerous junction.

P15/S1856 River House, Mill Lane, Lower Shiplake RG9 3LY

Applicant: Mr M. Reichman Type: Other

Proposal: Raising of roof of dwelling and erection of two storey front, side and rear extensions.
RECOMMENDATION: **NO STRONG VIEWS**, with observation that, in view of the serious flood risk in this Zone 3 area, modification be made to achieve no increase to footprint (as opposed to the 30 sq.m.involved).

P15/S1892 Four Sycamores, Mill Road, Lower Shiplake RG9 3LW.

Applicant: Mr K. South. Type: Other.

Proposal: Garage conversion with new velux windows, plus removal of internal loadbearing walls.

RECOMMENDATION: **NO STRONG VIEWS**.

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

Applicant: Mr D. Morgan. Type: Other- Amendment.

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

RECOMMENDATION: **CONTINUED REFUSAL** for reason that, whilst the factor of potential overlooking has been rectified by removal of first floor end windows, our other grounds for refusal (namely scale and bulk resulting in loss of [southerly] light and overbearing to neighbouring bungalow property) have not been addressed by this amendment.

P15/S1209 Randall House, Mill Road, Lower Shiplake RG9 3LP

Applicant: Mr J Regan. Type: Other-Amendment.

Proposal: Change of use of adjoining paddock land to garden land and erection of a detached double garage with store/hobby room over. Alterations and extension of existing house comprising the construction of a single storey porch extension, part single storey and part 1.5 storey rear extension and the recladding of the walls of the existing house in painted render and horizontal timber boarding.

RECOMMENDATION: **CONTINUED REFUSAL** for reason that, whilst the amendment slightly reduces the depth of the rear extension and the height of the garage, it does not materially address the grounds for our objection, namely scale and bulk-particularly the increase in the ground footprint of some 110 sq. m.in this known flood-prone area backing on to the Lashbrook, as demonstrated in winter 2013, where the cumulative impact of such extensions can have a significant “knock-on” impact on local flooding consequences.

APPLICATIONS recently received and reviewed and 2 pending review

S/1865 Harmony, Lashbrook Road .Recommendation NO STRONG VIEWS

S/1955 Brookfields, Mill Road. Recommendation REFUSAL

S/1997 Holly Lodge Cottage, Reading Road .Recommendation NO STRONG VIEWS

S/2072 Haileywood Cottages, Reading Road.Recommendation NO STRONG VIEWS

S/2092 Wayside, Northfield Avenue .Recommendation NO STRONG VIEWS

S/2147 Devonvale, Mill Road Pending Review

S/2157 23 Badgers Walk Pending Review ,all Lower Shiplake.

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

B) DETERMINATIONS.

P14/S4104 9 Orchard Close, Shiplake Cross.

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

PERMISSION GRANTED BY SODC, subject to 13 conditions. (SPC recommendation refusal).

P15/S1130 Chelford House, Reading Road.

Proposal for removal of Condition 9 (Code for Sustainable Homes).

PERMISSION GRANTED BY SODC. (SPC recommendation NSV).

P15/S1017 2 The Chestnuts, Lower Shiplake.

Proposal for part two storey, part single storey front extensions, first floor side extension over garage and two storey side and rear extensions.

PERMISSION GRANTED BY SODC, subject to 5 conditions. (SPC recommendation NSV).

P15/S1368 1 Memorial Avenue, Shiplake Cross.

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

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

P15/S1423 Otters Barn, Reading Road, Lower Shiplake.

Proposal for erection of two-bay oak-framed garage.

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

P15/S1565 Shiplake College.

Proposal for stone paving to central lawn area of Skipwith House South Terrace.

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

11. FINANCIAL MATTERS.

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

R V Hudson – salary June	150.15	338.27
R V Hudson – expenses, office allowance. June	151.15	97.23
Inland Revenue – clerk’s tax June	152.15	225.20
Mr Robin Head (Grasscutting)	153.15	72.00
Mr D Pheasant (Reimbursement Printer supplies @40%)	154.15	72.82
Chilterns subscription	155.15	25.00
British Heart Foundation (Defib project)	156.15	400.00
Broadband	156.15	38.60

Month accounts were approved on a motion proposed by Mr F Maroudas and seconded by Mr G Davies

2. Defibrillator project update

Defibrillator grant Jenkins (BACS)	50
Defibrillator grant Himsworth (BACS)	150
Defibrillator grant Pheasant (BACS)	50
Defibrillator grant James (cheque)	50
Defibrillator grant Jenkins (BACS)	50
Defibrillator grant Hydon (BACS)	136
Defibrillator grant Harvey (Cheque)	50
Defibrillator Grant (local resident)	<u>500</u>
Total at 11/7/15	1036

10. Grant request from Memorial Hall to purchase Karcher Floor Cleaner £750+Vat Council approved purchase on a motion proposed by Mr T Taylor and seconded by Mr F Maroudas
11. Grant request from Prof R Wild re box to house defibrillator £540, Council requested 3 quotes to comply with Financial Regulations. ACTION R Wild

12. MATTERS FOR CONSIDERATION.

40/16 HIGHWAY MATTERS.

1. 20 mph zone update Mr T Taylor

Below are the latest costings from OCC Highways for the proposed 20mph speed limit in the parish. The total cost is given as c. £4500 exc VAT.

If you remember there were two phases to the costs:

1. The cost of the speed surveys and the consultation process;
2. The cost of implementing the changes.

The PC agreed the costs of stage 1. i.e. £1500 last year (unpaid) which we will have to pay in any event and therefore we now have to consider the cost of implementing the change/signing works i.e. the additional £3000.

The process is for the Finance Group to provide their recommendation to the PC -
Link below is the Highway Officer's report and recommendation to the Cabinet officer's Meeting of the 21st May. The Cabinet Officer agreed the recommendation - see minute:
<http://mycouncil.oxfordshire.gov.uk/documents/g4375/Decisions%20Thursday%2021-May-2015%2010.30%20Delegated%20Decisions%20by%20Cabinet%20Member%20for%20Environment%20inclu.pdf?T=2>

41/16 MODEL CODE OF CONDUCT.

42/16 RECREATION GROUNDS/OPFA

1. Badgers Walk - Mr C Smith reported the condition of the equipment and general condition of the playground as needing tidying up, rubbish, waste bin and grass cutting.
2. Memorial Hall. Mr G Davies reported the condition of the equipment and the general condition of the playground as overall satisfactory

43/16 FOOTPATHS

1. Clerk requested to contact J Beale to prepare paths for Shiplake /Wargrave regatta and for an update on the Knotweed problem [ACTION : Clerk]

44/16 SHIPLAKE – DEVELOPMENT OF FACILITIES.

Projects for improving facilities within village

Phase 1

Project Updates:

1. Network Rail: A new page referenced as 'Branch Line & Electrification' has been added to the website, signifying the topicality and likely importance of such matters in the coming months. NR update on electrification of branch line tbc for later in the year. Up to date information on current status on all related matters is now on the website. Improvements in NR's overnight working practices has been achieved recently.
2. Broadband: Fibre cabinets are scheduled for commission in September presumably after the new ducts have been installed and fibre blown to enable connections. Awaiting response for a projected completion date from OxOnline/Openreach for Shiplake.
3. SVP: Projects mainly completed or coming to conclusion shortly e.g. traffic calming i.e. 20mph limit and broadband. Other initiatives not practical at this stage, ongoing e.g. planning matters or are subject to responses from 3rd parties e.g. NR and FGW.
4. Website: New Forum software project currently on target for release of the functionality in September/early October.
5. Newsletter: Scheduled for October/November.
6. Defibrillator Initiative: Ray Wild to provide update in Open Forum

Future Phases

- a) CYCLEPATH.TO HENLEY. Update from Mr Bartholomew
- b) TREE PRESERVATION Mr T Taylor /Mr F Maroudas to update Council,
- c) FOOTPATHS TO LINK EXISTING PATHS
- d) FOOTBRIDGE WARGRAVE
- e) TICKET MACHINE AT STATION.
- f) FERRY
- g) VILLAGE FESTIVAL/STREET PARTY
- 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

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

44/16 ENVIRONMENTAL MATTERS.

45/16 S.O.D.C.

46/16 OCC

47/16 O.A.L.C./O.R.C.C.

1. June 2015 OALC Members Update circulated by email

48/16 MEMORIAL HALL

1. .

49/16 CHILTERN SOCIETY/CPRE

1. Chiltern /Conservation Board /Society newsletters June 2015 circulated by email
2. Chiltern Society e-News June/July 2105 circulated by email
3. CPRE Oxon newsletter circulated by email

50/16 DEFRA & OTHER GOVERNMENT CORRESPONDENCE

51/16 TOWNLANDS & OXFORDSHIRE PCT.

13. CORRESPONDENCE

A draft produced by Mr F Maroudas of a response to Mrs Engbers following her FOI request has been sent.

14. ITEMS OF INTEREST OR FOR FUTURE DISCUSSION.

There being no other items of interest the Chairman closed the meeting at 10.04pm

R.V.Hudson.

Clerk to the Council.

26/07/2015