

**MINUTES OF THE MEETING OF SHIPLAKE PARISH COUNCIL HELD IN
SHIPLAKE MEMORIAL HALL
ON MONDAY OCTOBER 10TH 2015 AT 7.45 P.M.**

1. PRESENT APOLOGIES Mr G Thomas(Chair) Mr R Head, Mr C Smith, Mr G Davies, Mr M Leonard, Mr D Pheasant, Mr F Maroudas, Mr R Curtis, Mr P Harrison, (DC) and Mr D Bartholomew(OCC): Mr T Taylor sent his apologies.

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 SEPTEMBER 14th 2015

The following changes were noted page 8 item 52/16 Highways should read “Request from Sally-Anne Worsley (South and Vale DC) to request that the Parish Council, consider the proposal is now for the spur off Mill Road serving properties: Southcote, Byeways and The Small House, to be renamed Toast Lane. Mill Road will be totally removed from their addresses. Council raised no objections “Council then approved minutes on a motion proposed by Mr R Curtis and seconded by Mr M Leonard.

4. MATTERS ARISING FROM PREVIOUS MEETINGS

1. Community Assets applications completed for Corner shop and Butchers
2. Memorial Hall Update Parish Council representative. The Chairman requested Councillors to see if they would volunteer, if not a decision will be taken in December.
3. Clerk was requested to write to SOHA to request a meeting **ACTION: Clerk**
4. Clerk confirmed thankyou letters had been sent to village party organisers and a follow up letter to John Howell MP re AONB
5. Thanks were recorded to the organisers of the Village’s Family Picnic for a very successful event

5. POLICE MATTERS.

October Report from PCSO Ashley Richardson

URN	Date	Incident	Result
380	04/09/15	Car parked over a driveway in MEMORIAL AVENUE	£30 Ticket issued for unnecessary obstruction
607	10/09/15	A4155 Shiplake single motorcycle RTC with serious injuries.	Taken to RBH & recovering well, No further police action as driver was all in order. Motorcycle was left overnight on the A4155 and has since been reported stolen, occurrence number 43150268572
363	21/09/15	A4155 damage only RTC vehicle in hedgerow	No action required by police
500	24/09/15	People carrier parked on PLOUGH LANE, no obstruction but residents were unhappy that it was parked there for 3 days...	No offences and no action taken

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

GENERAL OCC REPORT

BUDGET

1. Preparation of a budget for 2016/17 is well under way. Later this month OCC will be announcing the areas that are being considered for making savings.

CHILDREN’S CENTRE AND EARLY INTERVENTION CHANGES

2. The council’s Cabinet endorsed a proposal for a full public consultation to take place during the autumn on the future of children’s centres and early intervention hubs. A review recommended that a network of Children and Family Resource Centres for 0-19 year-olds be developed targeted to those areas of greatest need, with a good geographical spread of centres. Under the proposals £8m would be saved from the current overall £16m budget for children’s centres and the Early Intervention Service. The remaining £8m budget for the

current children's centres and early intervention services would be combined with the existing £4m budget for children's social care's Family Support Teams, creating a new £12m service.

REFUGEE CRISIS

3. Council has been talking to partner agencies to see what can be done. The County Council has a legal responsibility to protect young children known as Unaccompanied Asylum Seekers; the number in the care of OCC has doubled over the last year to around 50. Government is being asked for additional funding to minimise the impact on OCC services

FREE ELECTRIC BLANKET TESTING NEAR YOU

4. Free tests will be available in October at 10 venues throughout Oxfordshire. Testing is by pre-booked appointment only, strictly on a first come, first served basis. Anyone wanting to get an electric blanket tested should call Trading Standards on 01865 815 000 option 4 to arrange an appointment or email communityengagement@oxfordshire.gov.uk. Details here: <https://www.oxfordshire.gov.uk/cms/news/2015/sep/free-electric-blanket-testing-near-you>

SPECIFIC REPORT FOR SHIPLAKE

SIGNAGE ISSUES: FOOTPATHS 7 & 36 AND MILL LANE RESTRICTED BYWAY

5. As reported at the last meeting, I was copied on a comprehensive report prepared by resident Mr. Chris Nash and sent to the PC concerning missing signs, concealed signs, aggressive signs and obstructions at the above locations. I visited the sites myself and can confirm that the report is accurate in most respects. The problems are not new and have been recurring periodically for over 20 years. I asked the OCC Rights of Way officer to investigate the matter, yet again, and he has confirmed he will be writing to residents asking that unauthorised signs be removed. He will also arrange for the missing waymark signs to be replaced.

STATUS OF A4155 THROUGH SHIPLAKE IN RESPECT OF SAFETY ISSUES

6. At a meeting I arranged between the Chairman & Cllr Thomas and Senior OCC officers, it was agreed by officers that the status of the A4155 would be reviewed in respect of safety issues.

SAFETY ISSUES ON A4155 BETWEEN PLOUGH LANE AND SPAN HILL

7. In the light of a number of cars leaving the road in this area over recent weeks, I asked Highways officers to make a site visit, which they did. They will now be arranging for signage improvements in coming weeks. Road marking have in any case now been improved as a consequence of the recent road repairs.

CYCLEPATH BETWEEN HENLEY AND SHIPLAKE

8. I have now received a basic design with broad-based overall costings and a cost for the design phase, both of which I have passed to the PC. Currently there are no funds available for the design, let alone the implementation. I continue to press the matter at relevant County Council meetings, but am not hopeful of finding a way forward in the near future. I received from the PC Chairman on 15 September stating that he had had a 'relatively positive' meeting with Network rail in October 2014, so perhaps attention should be refocused on this option.

BLANKET 20MPH LIMIT

9. Councillor Thomas and I are having a site meeting with the Highways officer this Thursday to discuss implementation of the scheme.

6. S.O.D.C. Cllr P Harrison Submitted the following report **VOTING**

1. We've just begun visiting the households that haven't responded to our two requests to confirm their voter information. Whilst people now register to vote individually, we still need confirmation of those living in each household. The people knocking on doors will carry official ID. The advice for residents is that if they have any doubts about somebody on their doorstep, they should politely turn them away, close the door and give Elections a call on 01235 540351.

WASTE COLLECTIONS

2. As of last week, Biffa are paying closer attention to what's going into people's green bins as the companies recycling it are getting tougher on contamination with other waste. If Biffa spot any they will put a tag on the contaminated recycling bin, which will explain why they haven't emptied it. The councils have very low contamination rates.

EXTRA GARDEN WASTE COLLECTIONS

3. Extra garden waste collections are happening in the week beginning 12 October. One extra bin's worth in an open box or bag (but not trade bags) next to the brown bin.

GRANTS

4. Our capital grants scheme is open now for applications between £1,000 and £550,000 to fund things like defibrillators, play areas, land for allotments, street furniture and community websites. We've recently made it a bit easier for organisations to apply and get more community projects off the ground such as scrapping our rule that you have to wait two years before applying for another grant. The scheme closes on 27 November.

CORPORATE SERVICES PROJECT

5. There are four companies currently bidding for services that are part of this project.

SUNDAY TRADING HOURS CONSULTATION

6. We've sent a response to the government's consultation about Sunday trading laws, saying we support the proposal to allow local councils to decide how long larger shops can open. This was based on feedback we received from 451 people in our recent consultation. Opinion was divided, but on the whole most people supported the idea of more flexible opening hours.

7. OPEN FORUM

8. SPECIAL REPORTS-PLANNING.

9. PLANNING

The Planning Working Party submit the following recommendations for October.

A) APPLICATIONS.

P15/S3014/FUL: Devondale, Station Road, Lower Shiplake RG9 3LN

Applicant: Oraclemarker Ltd Type: Minor

Proposal: Erection of a detached dwelling and garage and formation of a new access onto Station Road. (Re-submission of withdrawn application P15/S2147/FUL).

Recommendation: **REFUSAL** on the following grounds:

- 1) "transfer" to this development of the vehicular access previously approved for Little Vale would leave that latter property without a vehicular access.
- 2) potential impact on the character and streetscene of Station Road requires a clear and comprehensive tree and hedge protection and management plan.

P15/S3049/HH: Winona, Bolney Trevor Drive, Lower Shiplake RG9 3PG

Applicants: Mr & Mrs N. Dagg Type: Other

Proposal: Single and two storey side extensions and internal alterations.

Recommendation: **NO STRONG VIEWS**, with comment that any potentially overlooking windows should be suitably glazed.

P15/S3056/FUL: Dormers, Bolney Road, Lower Shiplake RG9 3NT

Applicants: Mr & Mrs A McKeeve Type: Minor

Proposal: Demolition of existing house and outbuildings and erection of replacement house and detached garage.

Recommendation: **NO STRONG VIEWS**, with comment commending the void design measures adopted to mitigate flood risk and flood plain storage impact in this Flood Zone 3 area.

The recommendations were approved on a motion proposed by Mr R Head and seconded by Mr M Leonard

Pending review by Working Party

P15/S3238/HH (Householder). Address: Grays Lodge Bolney Trevor Drive Lower Shiplake RG9 3PG. Applicant Mr Scott: Type: Other

Proposal: First floor and garage extension, remodel and garden room/home office.

P15/S3234/FUL (Full Application) Address: Lashbrook Chapel Mill Road Lower Shiplake RG9 3LW Type: Minor

Proposal: Redevelopment of the existing Lashbrook Chapel into a two bed dwelling.

B) DETERMINATIONS.

The following have been APPROVED by SODC: (SPC recommendation shown in brackets)

- P14/S1852: The Hockett, Lower Shiplake-excavation of new channel. (**REFUSAL**)
P15/S1209: Randall House, Mill Road -Change of use of adjoining paddock land to domestic recreational use and erection of a detached double garage. Erection of single storey porch extension, part single storey and part two storey rear extension. (**REFUSAL**)
P15/S2271: Quarrywood, 7 Quarry Lane, Lower Shiplake-Erection of single storey extension and dormer roof extension to outbuilding and conversion into additional accommodation incidental to the main dwelling house. (**NO STRONG VIEWS**)
P15/S2614: 6 Badgers Walk, Lower Shiplake-Erection of single storey front and side extension. (**NO STRONG VIEWS**)
P15/S2657: 9 Orchard Close, Lower Shiplake-Amendment to P14/S4104 to increase width of ground floor family area/orangery and adding roof light to bedroom. (**NO STRONG VIEWS**)
P15/S2460: Baytree House, Bolney Road-wet dock extension (**NO STRONG VIEWS**)
P15/S2603 Abbotsbury House Woodlands Road Harpsden RG9 4AA (**NO STRONG VIEWS**)
P15/S2764/HH: Riviera Bolney Road Lower Shiplake RG9 3NS (**NO STRONG VIEWS**)

C) OTHER MATTERS.

- a) JHHNP Consultation-response submitted.
- b) Wyevale: response given in conjunction with Harpsden PC that there should be no change of use from that specified and agreed in the JHHNP submission.
- c)OCC: Minerals Core Strategy Consultation: response submitted in objection to further extension of the Sonning Eye gravel workings.
- d) AONB Mr R Head was requested to bring to next full Council meeting a picture and plan of the proposed changes to the AONB area ACTION Mr R Head

11. FINANCIAL MATTERS.

1. Copy of the financial statements for October are attached and the payments below require approval.

R V Hudson – salary September	102406	338.27
R V Hudson – expenses, office allowance. September	102407	107.25
Inland Revenue – clerk’s tax September	102408	225.20
Mr Robin Head (Grasscutting) Est	102409	48.00
Shiplake Memorial Hall (Room Hire)	102410	201.23
Sue Ryder	102411	250.00
Staples	102412	37.87
Oxford IT Solutions	102413	959.98
D J Scott (Defib Cabinet install)	102414	108.00
BDO Audit Fee	102415	240.00
Broadband	DD	38.17

The month accounts were approved on a motion proposed by C Smith and seconded by Mr F Maroudas

2. External Audit Report received from BDO .1 issue raised Fixed assets have been included in Box 9 as a valuation amount and should be recorded as a cost to the Council. Clerk to b/f to FWP meeting for review
3. Request for support from Oxfordshire Association for the Blind Clerk to b/f to FWP meeting for review
4. Request for support from South and Vale Carers Clerk to b/f to FWP meeting for review
5. Request from Mrs H Robinson for grant to towards new dishwasher for Bowling Club Clerk to b/f to FWP meeting for review

12. MATTERS FOR CONSIDERATION.

65/16 HIGHWAY MATTERS.

1. Clerk was requested to report to Fix My Street issue of damaged chevrons on War Memorial green following accident ACTION: Clerk
2. Mr D Pheasant requested a letter be sent to temp road closure at SODC to explain why TTRO on the level crossing had been cancelled without any notice to residents ACTION Clerk
3. Mr R Head was requested to identify potential hotspots which may require additional remedial action longer term and report back at December PC meeting ACTION MR R Head

66/16 MODEL CODE OF CONDUCT.

67/16 RECREATION GROUNDS/OPFA

1. Badgers Walk - Mr C Smith reported condition of the equipment and general condition of the playground as generally acceptable. Clerk requested to procure sign requesting users of playground to take litter home ACTION: Clerk
2. Correspondence received from Creative Play ref replacement of vandalised window frame. Council approved purchasing OPTION 2 ACTION: Clerk
3. Memorial Hall. Mr G Davies reported the condition of the equipment and the general condition of the playground as generally acceptable

68/16 FOOTPATHS

1. Correspondence received from Mr C Nash requires a response, Clerk requested to circulate email. ACTION: Clerk

69/16 SHIPLAKE – DEVELOPMENT OF FACILITIES.

Projects for improving facilities within village update from D Pheasant

1. **Network Rail:** Update on electrification and services to be provided on website following Henley Branch Line User group (HBUG) AGM on 12/10/2015 at Henley Town Hall with Network Rail (NR) and presenting. There appears to be a serious disconnect between OCC and NR over road closure notifications in Shiplake; Parish Clerk investigating.
2. **Broadband:** Superfast fibre based broadband is now 'live' in the villages with positive feedback from residents on installation and performance via the new website Forum. Many thanks to the SVP Broadband and OxOnline's project management teams.
3. **SVP:** Dennis Oliver (SVP Chairman) has forwarded a concluding update on the status of the SVP's activities, with positive outcomes on almost all initiatives. Awaiting response from Council Chairman.
4. **Website:** New Forum software released on schedule in September with positive feedback from several users whilst proving very informative for monitoring 'take up' and experiences of the new fibre broadband service categories are: Issues & Concerns; Village Chat; News & Events; Trades & Services and Trading Post.
The next development is change to the design of the Home Page, incorporating a 'weekly' Forum digest and other more interactive elements; specification finalised and forwarded to OXIT for feedback and development quotation purposes. User/community survey planned to get resident feedback on and promote extended usage of the website - see Newsletter update below.
5. **Newsletter:** Planned for issue in early November with an emphasis on the website as the communications focal point of the parish now superfast broadband available and major features added to the website. User survey as part of this activity.
6. **Defibrillator Initiative:** Defibrillators installed at The Baskerville and Memorial Hall and registered with ambulance service. Many thanks to Central and Southern Ambulance Service for providing training at 2 sessions in September (Church Hall and The Baskerville) with a further session planned in October at the Bowls Club, Memorial Hall. Over 50 residents will have been trained by the end of October.
Longer term low cost maintenance service being investigated.

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

70/16 ENVIRONMENTAL MATTERS.

71/16 S.O.D.C. Invitation for Chairman and 1 councillor to attend to Town and Parish Forum - Wednesday 4 November 2015 Didcot Clerk requested to register Mr G Thomas and Mr M Leonard ACTION: Clerk

72/16 OCC

73/16 O.A.L.C. /O.R.C.C.

1. 2015 OALC Members Latest update circulated by email

74/16 MEMORIAL HALL

1. Update on Parish Council Representative /Hall Developments.

75/16 CHILTERN SOCIETY/CPRE

1. Chiltern /Conservation Board /Society newsletters 2015 circulated by email
2. Chiltern Society e-News October 2015 circulated by email
3. CPRE newsletter circulated by email

76/16 DEFRA & OTHER GOVERNMENT CORRESPONDENCE

77/16 TOWNLANDS & OXFORDSHIRE PCT.

13. CORRESPONDENCE

1 Correspondence from Mrs J Bryant via website: Could consideration be given to a safe crossing provided for residents getting off the 800 bus from Reading to cross to the other side of the main road? My husband John and I often travel into Reading on the bus and it is getting very dangerous to cross the road especially as it is not easy to see cars travelling around the corner from Henley. My husband has Alzheimer's and is very slow on his feet and this makes crossing the road even more difficult. Likewise, for people travelling into Henley and want to access the bus stop. I understand other Shiplake residents have also raised this matter with the Council.? Clerk requested to respond to Mrs Bryant. ACTIONClerk

2 Correspondence received from Mrs Moody I see you have a Parish Council meeting this evening and wondered if you could discuss the state of a section of Bolney Lane. The large water filled dips in the road (closer to the Bolney Road end) make it practically impossible to find a way through without getting your feet both muddy and wet.

Do you know whose responsibility this is? Clerk requested to respond to Mrs Moody

ACTION: Clerk

14. ITEMS OF INTEREST OR FOR FUTURE DISCUSSION.

There being no other items of interest the Chairman closed the meeting at 9.42pm

R.V. Hudson.

Clerk to the Council.

30/10/15