

**MINUTES OF THE MEETING OF SHIPLAKE PARISH COUNCIL HELD IN  
SHIPLAKE MEMORIAL HALL  
ON MONDAY JANUARY 11<sup>th</sup> 2015 AT 7.45 P.M.**

- 1. PRESENT PRESENT** Mr T Taylor (Chair) Mr G Thomas, Mr R Head, Mr F Maroudas, Mr G Davies Mr D Pheasant, Mr R Curtis, Mr P Harrison, (DC) and Mr D Bartholomew(OCC): Mr C Smith and Mr M Leonard 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. None declared
- 3. MINUTES OF THE MEETING HELD ON MONDAY DECEMBER 14<sup>th</sup> 2015** were approved on a motion proposed by Mr R Curtis and seconded by Mr R Head.
- 4. MATTERS ARISING FROM PREVIOUS MEETINGS**
  - 1.AONB response from Howell, Clerk requested to circulate to Sue Biggs at Kidmore End PC. **ACTION:** Clerk
  - 2.SOHA response to request for meeting Clerk to request a meeting Mid Feb. **ACTION :** Clerk
  - 3.Schools Buses /Parents parking issue at Station Road/A4155. Clerk requested to write to schools requesting contact with parents to be more considerate. **ACTION: Clerk**

**5. POLICE MATTERS.**

November /December Report from PCSO Ashley Richardson

URN	Date	Incident	Result
485	09/11/15	Shiplake School, complaints of buses parking on the zig zag lines outside the school.	PCSO has spoken with bus drivers and advised them not to park on these zig zag lines, although these are not enforceable without double yellow lines through the zig zags. The school have also contacted OCC to ask for advice about how to improve the situation in the future.
923	10/11/15	UPPER BOLNEY RD – Reports of suspicious males asking if any pickup trucks were for sale,	Police area searched for the male but no trace, no signs of any offences taking place, just suspicious.
1112	14/11/15	BOLNEY TREVOR DRIVE- patio cleaners, caller thought were suspicious	Police area searched for the male but no trace, no signs of any offences taking place, just suspicious.
167	21/11/15	READING ROAD A4155- 325 Metres from junction of PLOUGH LANE- Single vehicle RTC- no further information provided	No further police action although, the log is slightly vague
809	23/11/15	STATION ROAD LOWER SHIPLAKE- 2 vehicles on double yellow lines & close to the level crossing	Police have attended and by then the vehicles have moved before advice or tickets could be given
968	02/12/15	2 vehicle RTC HAMSTEAD HILL, the road totally blocked.	Police called and vehicles recovered, no further issues
1474	13/12/15	Vehicle overturned and in a hedge sideways (nearer to the SONNING roundabout)	No aggravating factors, vehicle recovered and fire brigade also turned up to assist, no further issues.

## **6. O.C.C. Cllr D Bartholomew.**

REPORT FROM CLLR DAVID BARTHOLOMEW JANUARY 2016

### **GENERAL OCC REPORT**

#### **1. LOCAL GOVERNMENT SETTLEMENT**

Oxfordshire County Council has now received details of future grant funding from central Government and the levels are even worse than feared. The council had been preparing for up to £50m of savings from 2016 to 2020 (on top of the £292m it is already in the process of making for the period from 2010 to 2018). However, on the basis of figures provided by central Government last month, OCC will have to make £20m further savings on top of the £50m, bringing the total saving to £70m over the next four years. Central Government has changed the formula for funding councils, and it seems shire counties, particularly in the south of England, have come off worst.

The list of proposed savings for £50 million was already controversial, with many members of the public opposing them. To achieve the additional £20 million savings, no area of the council can be exempt other than those where there is a statutory obligation to provide for the most vulnerable in the county. This means other areas will suffer disproportionately, which will involve some very difficult and controversial decisions. By law, the Council has to pass a balanced budget with no revenue borrowing. The Cabinet recommendations will be published 18th January for decision 26th January, before the budget goes to Full Council on 16th February.

#### **2. DEVOLUTION**

OCC Leader Ian Hudspeth, District Leaders, LEP representatives and health colleagues attended a meeting with the Secretary of State in December to put forward the case for Oxfordshire devolution. The meeting was very positive; however, Government has not yet said what it will ask for or offer. Any move towards a Combined Authority is very much dependent on this and will be preceded by a governance review. All aspects of the offer and governance have to be agreed by each individual council before a Combined Authority can be created.

#### **3. FLOODING**

Oxfordshire's High Volume Pump has been deployed to flood-hit areas in the North to assist with operations. The pump is crewed by seven fire-fighters, all of whom volunteered to go and help – thus missing out on New Year celebrations with their own friends and family. OCC Leader Ian Hudspeth personally thanked them for their commitment.

#### **4. OXFORD FLOOD ALLEVIATION SCHEME**

A public drop-in event will be held on Tuesday 19th January in Oxford Town Hall. This event is running from 2:30pm to 7pm and is taking place as part of the consultation on the route options. All interested parties are invited to attend this event, or any of the other four local events:

- Wednesday 20th January – Abbey House (Council Offices), Abingdon, OX13 3JE
- Friday 22nd January – South Oxford Community Centre, OX1 4RP
- Wednesday 27th January – Kennington Village Centre, OX1 5PG
- Thursday 28th January – West Oxford Community Centre, OX2 0BT

The consultation is an opportunity for the public to view and comment on the various options that have been developed for the channel. It will be also be available online.

#### **5. NEW OXFORDSHIRE LIBRARIES APP**

Oxfordshire Libraries can now be accessed from smart phone or tablet. People can:

- manage their account
- search the catalogue • renew and reserve books.

Bar code scanning is available on devices with a front-facing auto-focus camera.

Search for 'Oxfordshire Libraries' at the App Store or Google Play.

#### **6. APPLICATIONS DEADLINE FOR PRIMARY SCHOOL PLACES**

Families with children due to start primary school this year are being urged to ensure they don't miss the 15 January applications deadline.

Parents or carers of children born between 1 September 2011 and 31 August 2012 should visit the primary school admissions pages and apply online where possible.

Primary or junior school applications also need to be made for children currently attending an infant school who were born between 1 September 2008 and 31 August 2009.

## **7. COUNTY'S YOUNGSTERS IMPROVE IN CORE SUBJECTS**

Oxfordshire's eleven-year-olds have surged ahead in reading, writing and maths tests, according to the latest figures.

The proportion of the county's pupils reaching Level 4+ in all three core subjects at Key Stage Two increased to 81 per cent in 2015 – up from 79 per cent last year.

It means the county has moved above the national average of 80% on this measure. The proportion of children making expected progress between the ages of seven and eleven is also higher than the national average for reading and writing, and in line for maths.

The recent Oxfordshire Reading Campaign, backed by the Oxford Mail and delivered by the National Literacy Trust, helped targeted primary schools make significant improvements in literacy attainment at Key Stage One and Two in recent years – with many schools intending to carry on using the programme.

Melinda Tilley, OCC's Cabinet Member for Children, Education and Families, said: "This campaign work has helped create and sustain a real culture of reading and writing in participating schools, and I think it's fair to say we are seeing this reflected in these improving results."

## **SPECIFIC REPORT FOR SHIPLAKE**

### **8. SIGNAGE ISSUES: FOOTPATHS 7 & 36 AND MILL LANE RESTRICTED BYWAY**

The Right of Way Officer met with a couple of the residents on the 21st Dec and was disappointed that the 'common sense' approach he had hoped for was not apparent and that there was resistance and challenge over the legality of OCC taking down the signs on Mill Lane. He is reviewing the situation with his line manager, but states he believes OCC has the necessary powers and that the signs will be removed.

### **9. TRENCH ACROSS A4155 AT CHELFORD HOUSE**

I have been very concerned about the quality of workmanship of the reinstatement of the road surface subsequent to the digging of the trench across the A4155 opposite Chelford House. (I understand the trench was dug by Thames Water on behalf of the developers.) I observed the repair fail once and then for the second time. I asked the OCC Area Steward to investigate and the issue was identified as requiring a two-hour response. A third repair was then completed.

### **10. STATION ROAD POTHOLES: REF 719741 & 704883**

I escalated the issue on Tuesday 15th December. One pothole was classified as needing immediate attention (which was done), and three more as requiring repair within 28 days (from 18th December). The deadline for the latter expires this week and I am monitoring the situation.

### **11. BREAKDOWN OF SCHOOL TYPES IN OXFORDSHIRE**

Oxfordshire. I supplied detailed figures the following day showing the figures for academies/free schools vs maintained schools.

## **7. S.O.D.C. Cllr P Harrison /Cllr W Hall**

### **District Council Report from Cllr P Harrison January 2016**

#### **1. WE'RE NUMBER ONE!**

It's official - residents of South and Vale continue to be the best in the country at recycling. According to official DEFRA figures, South Oxfordshire sits at the top of the chart for 2014/15 with a 67.3 per cent recycling rate, with the Vale just below in second place with 65.6 per cent, it's the third year running both districts have been in the top three.

Whilst this is good news, we are currently very concerned about the amount of food waste and nappies currently ending up in recycling bins. New legislation means recycling contaminated in this way has to be sent to landfill and this could have a serious impact on our recycling rates.

#### **2. CHINNOR DATES**

The big news for the last month is the announcement that the two decisions granting the appeals by Taylor Wimpey and Cemex against our refusing planning permission at Chinnor are going to be challenged by the Council in the High Court. Our appeals will be heard on the 4th & 5th May 2016. We are taking this action as we do not believe that the Inspector who heard the original appeals has taken into account the impact of these

developments on the community.

### **3. HENLEY AND HARPSDEN PLAN**

The Henley & Harpsden Neighbourhood Plan will go to a referendum once it's been updated to reflect the independent examiner's recommendations. The referendum is likely to take place in February.

For more information, see the Neighbourhood Plan page

### **4. NEIGHBOURHOOD PLANS**

we are ramping up support for Parishes that are working on Neighbourhood Plans and encouraging those that either don't have a plan or haven't started on one yet to develop one. This is by far the best way for our communities to have a say in the way that they develop, both in terms of housing and in the provision of other amenities.

### **5. COMMUNITY INFRASTRUCTURE LEVY**

The planning inspector has approved our Community Infrastructure Levy schedule subject to a few minor amendments - you can read her report here. The schedule will go to cabinet early next year.

**8. OPEN FORUM** The Chairman closed the meeting at 8.14pm to allow questions /comment from the public present. Mr R Edwards made a presentation on Devonvale on behalf of the applicants

The Chairman resumed the meeting at 8.30pm

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

Update from Mr G Thomas:

I have had a very useful meeting with the residents who have kindly volunteered to act as representatives for the roads most prone to flooding. I've run through both the PC Emergency Plan Flood Annex and the advisory information for residents we propose to post on the village website and they gave some useful input and are happy with the proposed arrangements.

2. We are arranging for backup volunteers to cover for absences and I am now getting together their tel. and mobile nos. for a contact list.

3. APPENDIX A -the completed Emergency Plan: Flood Annex

4. APPENDIX B-the Flood Advisory Information piece for the website.

5. Four FLOOD road signs from OCC are now sitting in my drive ready for use

Clerk requested to circulate Plan to Council and send updated Emergency Plan to OCC

**ACTION : Clerk**

## **10. PLANNING**

Recommendations from Planning Working Party : DECEMBER 2015

### **A. APPLICATIONS.**

The following applications are submitted for approval:

P15/S3650/HH: Rambler Cottage, Reading Road, Lower Shiplake RG9 3PH

Applicant: Mr P Boros. Type: Other.

Proposal: Erection of new 3m high fence along Reading Road to replace existing 2m one.

Recommendation: **REFUSAL** on grounds that too high and would affect visual appearance.

P15/S4006/HH: Dentrys, Schoolfields, Shiplake Cross RG9 4DH.

Applicant: Mr T Streather. Type: Other.

Proposal: Single storey side and 2 storey front extensions and alterations.

Recommendation: **NO STRONG VIEWS**, with observation that it is difficult to see from the plans submitted but that the outside wall of the side extension seems close to the party boundary.

Recommendations were approved on a motion proposed by Mr F Maroudas and seconded by Mr T Taylor.

**B. DETERMINATIONS.** (SPC recommendation in brackets)

The following applications have been approved by SODC:

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

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

Subject to 11 conditions.

P15/S3713/HH: Pippin, Plough Lane, Shiplake Cross RG9 4DD (NSV)

Proposal: First-floor extension above existing garage and extension of front porch.

Subject to 4 conditions.

**C. APPLICATIONS REGISTERED AND NOW AWAITING RECEIPT OF PAPERS:**

-P15/S4041/FUL-Devonvale/Little Vale, Mill Road, Lower Shiplake

-P15/S3912/FUL-Willows Reach, Mill Lane, Lower Shiplake

-P15/S4211/FUL-Randall House (land adjacent), Mill Road, Lower Shiplake.

-P16/S0007/LDP RE: CERTIFICATE OF LAWFUL DEVELOPMENT FOR: 5 Quarry Lane  
Shiplake Henley-on-Thames RG9 3JW

**11. FINANCIAL MATTERS.**

The month accounts for January are attached and the following payments require approval

R V Hudson – salary December	217.15	102441	338.27
R V Hudson – expenses, office allowance. December	218.15	102442	114.18
Inland Revenue – clerk's tax December	219.15	102443	225.20
Staples Business Account	220.15	102444	84.94
Broadband	DD		37.51

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

**12. MATTERS FOR CONSIDERATION.**

**91/16 HIGHWAY MATTERS.**

1. Mr R Head to update Council on potential dangerous speed hot spots, which may require additional anti speed measures .Council agreed to set up working group with Mr R Head , Mr F Maroudas and Mr G Davies with technical input from OCC.

**92/16 MODEL CODE OF CONDUCT.**

**93/16 RECREATION GROUNDS/OPFA**

1. Badgers Walk - Mr C Smith to report on the condition of the equipment and general condition of the playground. No report as not present
2. Replacement window ordered.Litter Sign has arrived and awaits fixing .Mr G Davies agreed to offer his maintenance team to carry out works.
3. Memorial Hall. Mr G Davies reported the condition of the equipment and the general condition of the playground as average /satisfactory.

**94/16 FOOTPATHS** see Agenda item 6 OCC .8 above

**95/16 SHIPLAKE – DEVELOPMENT OF FACILITIES.**

1. Network Rail: Initial update, following the Hendy Review, on branch line electrification project for parish council is expected w/c 10/1/2016. Subsequent meeting with Parish Council proposed for April 2016 to discuss planned implementation.
2. Broadband: Awaiting commissioning confirmation for 3rd fibre cabinet on Mill Lane/A4155 before end of January.
3. Website: Redesigned Home Page expected to be released in January.

**96/16 ENVIRONMENTAL MATTERS.**

**97/16 S.O.D.C.**

**98/16 OCC**

**99/16 O.A.L.C. /O.R.C.C.**

1. 2015 OALC Members Latest update circulated by email

**100/16 MEMORIAL HALL**

1. Mr T Taylor updated Council and expressed some frustration that the programme to produce a 10-year CAPEX plan suggested by the Finance working group has not been actioned

#### **101/16 CHILTERN SOCIETY/CPRE**

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

#### **102/16 DEFRA & OTHER GOVERNMENT CORRESPONDENCE**

#### **103/16 TOWNLANDS & OXFORDSHIRE PCT.**

#### **13. CORRESPONDENCE**

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

Clerk requested to circulate future meeting dates ACTION: Clerk

There being no other items of interest the Chairman closed the meeting at 9.59pm

R.V. Hudson.  
Clerk to the Council.  
30/01/16

#### **APPENDIX A**

#### **COMMUNITY EMERGENCY PLAN-FLOOD ANNEX.**

**ENVIRONMENT AGENCY WARNINGS:** SPC contacts registered.

FLOODLINE: 0345-988-1188 Quickdial number for Lower Shiplake area: 171217.

SPC Coordinator: GEOFF THOMAS

Volunteers:

Mill Road: GEOFF THOMAS  
Mill Lane: JOHN SAWBRIDGE  
Bolney Road: KATE OWEN  
Lashbrook Road: MIKE SPOONER

#### **PREPARATION:**

Publish advisory information to residents on village website.

Draw up list of vulnerable residents.

Obtain flood warning road signs.

Check lines of communication with SODC for supply and distribution of sandbags.

#### **TRIGGERS FOR ACTION:**

- 1) Receipt of EA flood warnings - Coordination Group to discuss and agree next actions.
- 2) River threatens to spill banks - Contact SODC to supply sandbags for distribution.
- 3) Mill Lane/Road/Bolney Road flood- Put on flood road signs.
- 4) Properties start to flood - Advise EA and OCC Emergency Team.
- 5) Risk to life -Contact Emergency Services 999.

#### **CONTACTS:**

OCC Emergency Duty Team: 0800-833-408 (24hrs)

OCC- Gordon Hunt/Paul Wilson: Adverse Weather Highways Team: 0845-310-1111  
(responsible for highways surface water and drains).

SODC: 01491-823000 (responsible for sandbag supply) Emergency Out of hrs: 01491 824033  
+Hotline-John Backley : 01235-540443/ 07717-836745 David Baldwin of Monson 07775-  
309328. Thames

Water: 0800-316-9800/0800-714-614 (24 hrs) Huw Thomas 07747-640011  
(responsible for drinking/foul water pipes and drainage, sewers and pumping stations).

OCC Emergency Planning Team: 01865 815064.  
Environment Agency Emergency Line: 0800 807060.

For Utilities see main Emergency Plan contact list.

## **APPENDIX B**

### **INFORMATION:**

Advisory information and links are published on the village website and in the event of a flood situation bulletins will be issued to update residents as circumstances require.

### **FLOOD ADVISORY INFORMATION.**

#### **A) PREPARATION.**

The basic advice is: BE PREPARED. There are some helpful websites to give you practical guidance and here are some basic steps to start with: -Check out your property's risk to flooding on [www.environment-agency.gov.uk](http://www.environment-agency.gov.uk)

-Register for the EA's free flood warning service (phone/text/email) via their website or their Floodline 0345-988-1188. The quickdial code for the Lower Shiplake area is 171217. And ensure you know what the EA's flood warning codes mean.

-Make sure you know how to use the flood-warning-information service .gov.uk link to monitor the river level at Shiplake lock –you can access it via the village website.

-Check your buildings and contents insurance for cover

-Make sure you know how to turn off your gas, electricity and water supplies.

#### **B) PLAN.**

Make a plan of what to do in case of flooding...for before, during and after. Useful sites:

-[www.environment-agency.gov.uk](http://www.environment-agency.gov.uk) -for a helpful check-list and example personal plan

-[www.nationalfloodforum.org.uk](http://www.nationalfloodforum.org.uk)-for general information including insurance and flood protection products.

#### **C) IN THE EVENT OF FLOODING.**

Don't wait until it is too late...put your plan into action and be ready to help others!

Monitor the Floodline, EA website for river level and warnings, and local radio.

Check the village website for the latest local information and advice.

The Parish Council will implement its emergency plan and liaise with local council, utility and emergency services as required to action the supply of sandbags to the community (the designated distribution points being the station carpark and Mill Lane), attend to road and surface water flooding, and assist the vulnerable.

The following residents have kindly volunteered to represent our most vulnerable roads and liaise with the PC to help it coordinate effective and rapid response as and when needed:

Mill Lane: John Sawbridge

Bolney Road: Kate Owen

Mill Road: Geoff Thomas

Lashbrook Road: Mike Spooner

They should be a first point of contact for advice in case of the threat of your road/property flooding.

#### **D) USEFUL CONTACTS.**

SODC: 01491-823000 (Out of hrs 824033)-for supply of sandbags.

OCC: Highways Team 0845-310-1111-for highways flooding and drainage.

Thames Water: 0800-316-9800/0800-714-614(24hrs)-for drinking/foul water pipes, drainage and flooding, sewers and pumping stations.

SEE Electricity: 0800-072-7282.

British Gas: 0800-111-999.