

**MINUTES OF THE ANNUAL GENERAL MEETING OF SHIPLAKE PARISH COUNCIL**  
**HELD IN SHIPLAKE MEMORIAL HALL**  
**ON MONDAY MAY 9<sup>TH</sup> 2016 AT 7.45 P.M.**

- 1. PRESENT:** Mr T Taylor (Chairman, Mr G Thomas, Mr R Head, Mr G Davies, Mr R Curtis, Mr M Leonard, Mr D Pheasant and Mr D Bartholomew(OCC) **APOLOGIES** Mr F Maroudas, Mr C Smith and Mr P Harrison(DC) sent their apologies. In addition, there were 6 members of the public present
- 2. ELECTION OF OFFICERS, SUB-COMMITTEES, WORKING PARTIES AND REPRESENTATIVES TO SERVE ON OUTSIDE BODIES**

Current appointments:

Mr T Taylor, welcomed all the councillors and then stood down.

The Clerk requested nominations for the post of Chairman.

On a motion proposed by Mr G Thomas and seconded by Mr R Head. Members unanimously approved Mr T Taylor as Chairman. The Chairman stated that this would be his final year and that he would step down to allow a new chair in 2017.

On a motion proposed by Mr T Taylor, Seconded by Mr R Curtis. Members unanimously approved Mr G Thomas as Vice Chairman

The Chairman took his seat for the following elections, all of which were unanimously approved  
**WORKING PARTIES.**

Planning: Shiplake area: Chair: Mr G Thomas. Mr D Pheasant. Mr R Curtis Mr T Taylor and Mr M Leonard Proposed by: Mr T Taylor Seconded by: Mr R Curtis

Grants and Finance: Chair Mr C Smith T Taylor, Mr G Davies and Mr F Maroudas. Proposed by: Mr T Taylor Seconded by: Mr G Davies

**REPRESENTATIVES ON VARIOUS COMMITTEES.**

Memorial Hall: Mr T Taylor. Proposed by: Mr R Head, Seconded by: Mr G Thomas.

Badgers Walk Playground: Mr. C Smith. Proposed by: Mr G Thomas. Seconded by: Mr T Taylor

Memorial Hall Playground: Mr G Davies: Proposed by: Mr T Taylor. Seconded by: Mr D Pheasant.

Shiplake C. E. School: Mr G Davies Proposed by: Mr T Taylor. Seconded by: Mr R Head.

Shiplake Station: It was noted that the garden section of the SVCC are taking care of the Station grounds.

- 3. DECLARATIONS OF GIFTS & INTEREST.** Councillors were given the opportunity to declare any gifts or interest in any item on the Agenda. Mr G Thomas and Mr T Taylor expressed a conflict of interest in respect of Planning Application P16/S1336: Brookfield. Mr G Thomas also expressed a conflict with planning application for Lake Cottage
- 4. MINUTES OF THE MEETING HELD ON MONDAY APRIL 11<sup>TH</sup> 2016** were approved on a motion proposed by Mr G Thomas and seconded by Mr M Leonard. The **ANNUAL PARISH MEETING held on THURSDAY APRIL 28<sup>TH</sup> 2016**, the following changes were proposed Page 2 Item 8 change “form” to “confirm” line 18 and “Howell” should read “Hall” Page 2, item 8, line 32 the minutes were then approved on a motion proposed by Mr D Pheasant and seconded by Mr R Head
- 5. MATTERS ARISING FROM PREVIOUS MEETINGS**
  - 1.AONB letter from Mr J Howell MP circulated to other Parishes as requested by Mr R Head. Mr Head requested that AONB be a standing item on future agendas. At the APM Mr J Howell MP indicated that the Chilterns review should take place in 2018. Clerk was requested to write to Chilterns conservation Board and copy Mr Howell. **ACTION: Clerk**
  - 2.The Clerk was requested to contact Mr Keith Stenning area steward to set up meeting to discuss road safety issues. **ACTION: Clerk**
  - 3.The Clerk was requested to follow up on the costings of the open register listing from the electoral register. **ACTION: Clerk**

**5.POLICE MATTERS.**

There was no report as new PCSO not appointed as yet.

**6. O.C.C. Cllr D Bartholomew**  
**GENERAL OCC REPORT**

**1. PROPOSALS FOR UNITARY COUNCIL**

Without consulting the public or OCC, on Thursday 25th February a surprise announcement was made by Oxfordshire's District Councils and Oxford City Council. It called for the abolition of OCC and the establishment of four district quasi-unitary councils. In addition, the announcement called for the creation of an unelected quango to be known as a 'Combined Authority' to take on difficult areas of responsibility currently with OCC, such as social care and major road projects.

The Districts put out a tender to consultants to produce a report to support their proposals. Their brief to consultants initially stated: "The District Councils' view is that a single county-wide unitary authority is not the right solution for Oxfordshire". It went on to say that any finding suggesting a single county-wide unitary is best would not be approved. The OCC view was that a single county-wide unitary authority was an option that should be considered, and stated that it would therefore be forced to commission a separate report.

As a result of OCC and public pressure, District Council leaders eventually agreed to commission a report covering all the options. However, the protocol relating to the commissioning and management of the report could not be agreed between OCC and Districts, so the nett result is that two separate reports costing in excess of £100,000 each will proceed. Initial findings will be available June/July with public consultations to follow. It is likely the Secretary of State will rule on the reports in the autumn.

**2. CHILDREN'S CENTRE CONTRACTS EXTENDED UNTIL SPRING 2017**

OCC has extended contracts for Oxfordshire's children's centres and early intervention hubs until 31 March 2017. The Cabinet is due to meet on 24 May to consider a proposal on how to allocate an additional £2m that the County Council agreed not to cut from early intervention services when the budget was set in February. The extension to the contracts until the spring of 2017 is intended to allow more time to manage the transition into the new service, pending decisions being taken on how the £2m is to be spent. It will also allow more time for OCC to continue working with community groups to develop the best possible local solutions for the continuation of open access services – including proposals for the continued use of children's centre and hub buildings. Following the decision of the Cabinet, the council will carry out an extensive staff consultation regarding the new Children's Service model and the roles within it.

**3. OXFORDSHIRE TOGETHER - HIGHWAY SERVICES NEXT STEPS**

Since the launch of the Oxfordshire Together proposals in September 2015, around 140 town and parish councils have expressed an interest in taking on delivery of some local highway services that the council will no longer be able to deliver in the future, or will only deliver to the statutory minimum standard. OCC is now inviting all interested town and parish councils to sign the necessary agreements that will allow the council to formally transfer the undertaking of highway services under the Oxfordshire Together proposals to town and parish councils that wish to take them on. More information on Oxfordshire Together and the approach and services which can be taken on by Towns and Parishes can be found at [www.oxfordshire.gov.uk/oxfordshiretogether](http://www.oxfordshire.gov.uk/oxfordshiretogether) and any questions or comments should be sent to [localities@oxfordshire.gov.uk](mailto:localities@oxfordshire.gov.uk)

**4. COUNTY'S ADOPTION WAITING TIMES AMONG NATION'S SHORTEST**

Children are waiting less time to be adopted in Oxfordshire than almost anywhere else in the country, latest Government figures show. The council is rated among the best performing authorities on three key measures linked to the time taken for children in care to move in with adoptive families. Between 2012 and 2015, 73 per cent of Oxfordshire children waited less than 16 months between entering care and moving in with their adoptive family - the third highest figure out of 149 authorities across the country. The council was sixth best for the average time taken between a child entering care and moving in with its adoptive family, and recorded the 15th shortest average time between receiving court authority to place a child and matching them with a family.

## **5. PIONEERING PROJECT BRINGS SERVICES CLOSER TO THE PEOPLE WHO USE THEM**

People in Oxfordshire with learning disabilities have taken a lead role in the commissioning of services that will provide them with care and support. The project run by OCC involved about 60 people with learning disabilities and members of their families in the appointment of five new service providers to run contracts worth a total £15million. Service users and/or a member of their families sat on the evaluation panels which examined all the bids to provide 18 supported living services before deciding on the five successful providers. This means that on April 1,2016 when the contracts came into force the appointment of the new providers will have been heavily influenced by some of the people who will use them.

## **6. TAXI SAFEGUARDING TRAINING**

All taxi drivers and passenger assistants transporting children and vulnerable adults as part of OCC contracts are now required to have completed safeguarding training. This training also covers bus and coach drivers. The aim of the training is to raise the bar for the safety of all passengers – and empower drivers to play a key role in protecting those in their care. Like other professionals who come into regular contact with children – including those with complex care needs – OCC wants to ensure they are equipped with the knowledge they need to feel confident in that environment and to ensure the safety of all passengers in their care.

## **7. LATEST INFORMATION ON CRIME AND COMMUNITY SAFETY IN OXFORDSHIRE**

An updated version of the Safer Oxfordshire Partnership's Strategic Intelligence Assessment has been published. The Strategic Intelligence Assessment (SIA) provides the latest information on crime and community safety in Oxfordshire. It aids understanding of emerging trends and patterns in crime and disorder, and it explores future threats and opportunities. The SIA is part of the evidence base which supports community safety partners to plan and target their work. It is a good first port of call for anyone wanting to know about crime and community safety in Oxfordshire. The headline long-term trend shows that crime in Oxfordshire has fallen by 33% over the past eight years. The full report and an executive summary can be seen via this link: <http://insight.oxfordshire.gov.uk/cms/community-safety-0>

## **8. SPECIFIC REPORT FOR SHIPLAKE THIRD READING BRIDGE**

Unless blocked, I will be attending the next 'Bridge Summit Meeting' on 10 June.

## **9. ROAD SAFETY ISSUES**

I have set wheels in motion for a meeting between Roger Head & Group and the Area Steward.

**7. S.O.D.C. Cllr P Harrison-** There was no report from Cllr Harrison

**8. OPEN FORUM** The chairman closed the meeting at 8.06pm to allow input from members of the public present. Mr McClure asked about PC policy on litter on footpaths as FP 38 is covered in litter. Clerk requested to contact J Beale at OCC requesting some signage. ACTION: Clerk. Mr Bradbury commented his pre app for Chestnut House. Mr McClure presented his application and plans for Brookfield. Mr Taylor and Mr Thomas refrained from comment due to their conflict of interest. The chairman closed the open forum at 8.28pm.

**9. SPECIAL REPORTS-PLANNING.**

**10. PLANNING**

PLANNING REPORT: APRIL 2016.

### **A) APPLICATIONS.**

P16/S0970/O: Thames Farm, Reading Road. Type: Major

Proposal: outline planning application for up to 95 dwellings and associated public open space and landscaping. Means of access and strategic landscaping not reserved.

Response: REFUSAL as agreed, statement of grounds as per attachment.

P16/S1084/HH: Lake Cottage, Mill Road, Lower Shiplake RG9 3LW

Applicant: Ms. G. Buckley Type: Other

Proposal: Demolition of existing outbuilding and erection of single storey rear extension.

Recommendation: NO STRONG VIEWS.

P16/S0873/FUL: Shiplake Memorial Hall Tennis Courts RG9 4DW

Applicant: Shiplake Tennis Club. Type: Minor.

Proposal: Erection of 2 additional lighting columns and 4 luminaries.

Recommendation: NO STRONG VIEWS, subject to the Environment Protection Officer's conditions.

P16/S1013/FUL: Vale Cottage, Northfield Avenue, Lower Shiplake RG9 3PB

Applicant: Mrs M Brown. Type: Minor.

Proposal: Construction of 2.5 storey 5 bedroom detached dwelling with detached double garage following demolition of the existing house and detached garage.

Recommendation: REFUSAL on following grounds:

-out of character with immediate neighbourhood

-scale and bulk.

The recommendations were approved on a motion proposed by Mr T Taylor and seconded by Mr D Pheasant

### **B) DETERMINATIONS.**

The following applications were granted by SODC: (SPC recommendation in brackets)

P16/S0628/HH: The White House, Bolney Road-construction of swimming pool (NSV)

P16/S0713/HH: Sagamore Lodge, Bolney Road-conversion of family games room (NSV)

P16/S0769/HH: Cannongate, New Road-rear single storey extension (NSV)

P15/S3709/FUL: Land to the rear of The Gables, Station Road –for demolition of existing outbuilding and erection of detached 3-bedroom dwelling with detached carport and creation of a new vehicular access via Oaks Road

This was granted by the Planning Committee meeting 27 April despite the strong recommendation of SPC for refusal and objections from Oaks Road residents affected.

Conditions are yet to be confirmed. Matter to be raised with council for discussion.

Council were incensed at the approach taken by the chair of the planning committee and agreed to draft a letter of complaint for the Clerk forward to Cllr Bloomfield ACTION: Clerk, Mr Taylor and Mr Thomas.

### **C) OTHER.**

The Secretary of State's appeal against the Thames Farm appellant's appeal is reported to have been refused. Further clarification is awaited.

### **D) PLANNING APPLICATIONS PENDING REVIEW.**

P16/S1201: Waynflete, Station Rd-variation of condition.

P16/S1246: Land adjacent The Gables, Station Road-variation of condition.

P16/S1336: Brookfield, Mill Road-demolition and construction of dwelling.

P16/S1341: Devonvale, Mill Road-discharge of conditions.

P16/S1205/LDP: 5 Quarry Lane-increase depth of extension.

P16/S1233/PDH: Harmony, Lashbrook Road-single storey rear extension.

### **APPENDIX 1**

**SHIPLAKE PARISH COUNCIL: STATEMENT OF OBJECTION TO P16/S0970/O (THAMES FARM).**

## **11. FINANCIAL MATTERS.**

1. A copy of the financial statements for May 2016 are attached and the payments below require approval.

R V Hudson – salary April

9.16 102469

338.27

R V Hudson – expenses, office allowance. April	10.16	102470	83.40
Inland Revenue – clerk’s tax April	11.16	102471	225.20
Mr Robin Head (Grasscutting)	12.16	102472	48.00
Mr G Thomas	13.16	102473	18.00
Oxford Highways 20 mph	14.16	102474	5,772.51
Henley Theatre services (screen hire)	15.16	102476	50.40
Shiplake village event (grant)	16.16	102477	843.00
Broadband	17.16	DD	37.12

The accounts were approved on a motion proposed by Mr T Taylor and seconded by Mr G Davies  
2.The Finance Working Party made the following recommendations., Council approved the following motions: see APPENDICES.

- a) Finalise year end Mar 31<sup>st</sup> 2016 act vs Budget Proposed by Mr Taylor and seconded by Mr G Davies.
- b) Finalise 2016/17 Budget and Grants Proposed by Mr T Taylor and seconded by Mr Head
- c) AFR section 1 Proposed by Mr T Taylor and seconded by Mr G Davies
- d) AFR Section 2 Proposed by Mr T Taylor and seconded by Mr G Davies
- e) Bank reconciliation at March 31<sup>st</sup> 2016 Proposed by Mr T Taylor and seconded by Mr G Davies
- f) Statement of end of year accounts Proposed by Mr T Taylor and seconded by Mr G Davies
- g) Statement of Internal Controls Proposed by Mr T Taylor and seconded by Mr G Davies
- h) Risk Assessments Review Proposed by Mr T Taylor and seconded by Mr G Davies
- i) The clerk was requested to undertake a review of the ongoing viability of the COOP Bank.

ACTION: Clerk

**12. MATTERS FOR CONSIDERATION.**

**14/17 HIGHWAY MATTERS.**

1. 20 mph zone update Mr T Taylor
- 2.

**15/17 MODEL CODE OF CONDUCT.**

**16/17 RECREATION GROUNDS/OPFA**

1. Badgers Walk - Mr C Smith there was no report on the condition of the equipment and general condition of the playground. Comment was made by Mr G Davies about litter and the presence of weeds between the two boundary fences and access being difficult to facilitate clearance
2. Memorial Hall. Mr G Davies reported the condition of the equipment and the general condition of the playground as satisfactory.

**17/17 FOOTPATHS**

Alleged unauthorised footpath diversion at Fair Acres, Bolney Road, Shiplake  
Correspondence from Mr Blandy

I attach below a copy of a letter I sent to Sarah Tipple, clerk to the Harpsden Parish Council, and a copy of her reply. From the map of the parish on the Shiplake village's website and thought it pretty clear that the land is in Harpsden, but I reckoned without boundary changes. If the land concerned is in Shiplake I should be grateful if your council could take the matter up with the appropriate authorities. Clerk to follow up with Jonathan Beale ACTION : Clerk

**18/17 SHIPLAKE – DEVELOPMENT OF FACILITIES.**

Projects for improving facilities within village

Website, Network Rail and Broadband all provided at Annual Parish Meeting. Newsletter next issue in June 2016.

**19/17 ENVIRONMENTAL MATTERS.**

**20/17 S.O.D.C.**

**21/17 OCC**

**22/17 O.A.L.C. /O.R.C.C.**

1. April 2016 OALC Members Update circulated by email

**23/17 MEMORIAL HALL**

1. Mr Taylor had nothing to report.

**24/17 CHILTERN SOCIETY/CPRE**

1. Chiltern /Conservation Board /Society newsletters April 2016 circulated by email
2. Chiltern Society e-News May 2016 circulated by email
3. CPRE newsletters Fieldwork circulated by email

**25/17 DEFRA & OTHER GOVERNMENT CORRESPONDENCE**

**26/17 TOWNLANDS & OXFORDSHIRE PCT.**

**13. CORRESPONDENCE**

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

There being no other items of business the chairman closed the meeting at 9.47pm

R.V. Hudson.

Clerk to the Council.

22/05/2016

## APPENDIX 1

### SHIPLAKE PARISH COUNCIL: STATEMENT OF OBJECTION TO P16/S0970/O (THAMES FARM).

Our reasons for objecting to this Thames Farm development application are as follows:

- 1) This application is little changed from the previous application (P13/S2184/O), which was rejected by the community, SODC Planning Committee and the Planning Inspector at a public enquiry on appeal.
- 2) The application is in conflict with the approved Joint Henley and Harpsden Neighbourhood Plan, in which this site was considered and rejected as being unsuitable for the neighbourhood's housing needs.
- 3) The site is excluded as an allocated housing site in the SODC Core Strategic Plan and is outside the settlement limits of Lower Shiplake village; as an application for housing adjacent to a smaller village it would be contrary to SODC policy CSR1. Furthermore, it is totally separated from the settlement of Harpsden.
- 4) It is a greenfield site on a rural approach to the village and a development of 95 houses-which the developers themselves describe as an "urban extension" (Henley Standard 1/4/16)-would destroy the countryside character of this entrance to the village. In addition, the damage to the visual appearance of this area would be further compounded by the urbanising effects of the associated roadway development works proposed.
- 5) Pedestrian and cyclist access across the busy A4155 to this location is dangerous and the crossing routes to Lower Shiplake proposed are both impractical and unsafe, especially for families with prams and children.
- 6) There are no robust plans for sustainable travel, the proposals made being similarly unrealistic.
- 7) A fundamental flaw that has to be recognised is that any development here would create a "closed" community cut off from the village and all amenities by the A4155, which acts as a bypass and physical barrier round the outside of the village; in consequence it would be totally reliant on the car for practical and convenient transport.
- 8) A housing increase of some 20% would create undue pressure on the amenities and services of Lower Shiplake, which is already experiencing acknowledged problems of traffic and parking, particularly in consequence of inadequate car parking space available at the station for commuters, which leads to a safety hazard of overspill parking around the village.
- 9) Shiplake Primary School is already over-subscribed and unable to accommodate existing demand from its catchment area and has had to turn away children living in the area to schools further afield.
- 10) It would constitute a precedent that would inevitably lead to further ribbon development along the A4155, effectively amalgamating Lower Shiplake and Harpsden with Henley and eroding the rural character of the area.

Consequently, we consider that this development proposal is both in conflict with due planning process and fundamentally unsustainable on the dimensions of environmental and social factors, and that it should accordingly be rejected.

Given the inadequacies in this application summarised above and the short timescale specified for our Parish Council's response, we reserve the right to respond further in more detail as and when appropriate.