

**MINUTES OF THE MEETING OF SHIPLAKE PARISH COUNCIL HELD IN SHIPLAKE
MEMORIAL HALL
ON MONDAY JUNE 13th 2016 AT 7.45 P.M.**

1. **PRESENT** Mr T Taylor(chair) Mr G Thomas, Mr F Maroudas, Mr M Leonard, Mr G Davies, Mr R Curtis, Mr D Pheasant, Mr P Harrison(DC) and Mr D Bartholomew(OCC) **APOLOGIES.** Mr R Head and Mr C Smith 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. Mr T Taylor and Mr G Thomas declared an interest in Planning Application Brookfield.
3. **MINUTES OF THE ANNUAL GENERAL MEETING HELD ON MONDAY 9th MAY 2016**
The following changes were noted Page 2 item 6 “them “should read “their”, the minutes were then approved on a motion proposed by Mr G Thomas and seconded by Mr T Taylor.
4. **MATTERS ARISING FROM PREVIOUS MEETINGS**
 - 1.Council requested Clerk to contact organising committee of village, Queen’s 90th birthday celebration, picnic to congratulate them on such a successful event. ACTION: Clerk
 - 2.Clerk requested to contact J Beale (OCC) to follow up on possible infringement on rights of way issue / boundary change /footpath in Bolney Road -ACTION: Clerk
 - 3.Item 8 request for signage re litter in Memorial Avenue playground. Clerk requested to respond. ACTION: Clerk
5. **POLICE MATTERS.**
 1. Mr G Thomas has contacted Sergeant Paul Hewett to ascertain when a replacement PCSO will be appointed
 2. Car parked long term on verge in Mill Road opposite Elm Cottage has had a Polite Police notice put on it.
6. **O.C.C. Cllr D Bartholomew.**
REPORT TO SHIPLAKE PARISH COUNCIL JUNE 2016
GENERAL OCC REPORT
 1. **PROPOSALS FOR UNITARY COUNCIL**
As previously reported, Oxfordshire's District Councils have appointed consultants PwC to prepare a report on the future of local government in Oxfordshire, and OCC has appointed consultants Grant Thornton to do the same. The districts' previously preferred option that comprised four unitary councils, including parts of Gloucestershire and Northamptonshire has collapsed because of legislative issues relating to cross-border authorities. It is unclear whether the reduced size of four unitaries that don't include the neighbours could be viable. PwC will report in June, followed by Grant Thornton in July. All councils will then submit proposals to central government in the autumn, following a period of public consultation. In advance of this, stakeholders can participate in a 'call for evidence' here: <https://www.surveymonkey.co.uk/r/oxfordshire-evidence>
Additionally, town and parish councils are invited to attend workshops to discuss the issues on the following dates:
Date Locality
Mon 6 June Thame, Tues 7 June Henley, Thurs 9 June Witney, Tues 14 June Chipping Norton
Wed 15 June Banbury, Thurs 16 June Faringdon, Tues 21 June Bicester, Wed 22 June Abingdon
Tues 28 June Didcot, Wed 29 June Wantage
Names of delegates and the preferred meeting should be emailed to:ask@oxfordshire.gov.uk.
 2. **SUBSIDISED BUSES UPDATE**
Bus subsidies will end on 20 July. A full update on the work that has taken place to minimise the impact of the withdrawal of the subsidises (including using public buses for home to school transport, allocating S106 funding where available and the launch of a new pilot scheme using the downtime of our fleet vehicles) can be obtained from the OCC website here: www.oxfordshire.gov.uk/subsidisedbuses.
 3. **OXFORDSHIRE’S ADULT SOCIAL CARE SERVICES SCORES IN TOP 5%**
Recently announced results show that last year, Oxfordshire’s Adults Social Care services ranked as the 6th best of 152 upper tier authorities in achieving outcomes judged against the

'Adult Social Care Outcome Framework'. This framework measures how well services achieve outcomes that are most important to people and informs the development of reporting local priorities and progress to citizens. Last year Oxfordshire performed above the national average on 20 of the 27 measures included in the framework.

4. OXFORDSHIRE CARE HOME WINS RARE 'OUTSTANDING' RATING

Vale House, a 40 bed specialist dementia home in Sandford, has recently been inspected by CQC and as a result was given the most positive grading available to the inspectorate. It is the first in the county to be rated 'outstanding' by the CQC – a feat achieved by only one per cent of homes in the South East. The home is privately run and the organisation is 'not for profit'. The original Vale House was located in Botley, and began operating in 1990. It relocated to Sandford in 2012, after the organisation bought the land from Oxfordshire County Council. Vale House had won a competitive tender process to build their new home, fulfilling the ambition of OCC to use the land for a specialist Dementia Care Home for the people of Oxfordshire. OCC buys 25 of the 40 beds in the home and has ambitions for similar projects elsewhere in the county.

5. EIGHTEEN LOCATIONS FOR NEW CHILDREN AND FAMILIES SERVICE

A £2m boost to the future provision of children's services in Oxfordshire has been agreed by OCC's Cabinet with a further £1m of one-off funding set to help communities keep yet more of the current children's centres network open. The plans build on the brand new service for 0-19 year olds agreed by the Cabinet in February and deliver services from 18 locations with strengthened outreach services – as opposed to the eight originally proposed. The new £14m service includes £2m of additional money agreed by county councillors in February and would provide a safe, effective and co-ordinated system that targets resources on protecting the most vulnerable families - and works hand-in-hand with schools, health services, voluntary and community groups. By combining children's social care and early intervention in one seamless service, it represents a completely fresh approach to delivering services for children, young people and their families at a time of rising demand and reduced Government funding.

6. POSITIVE RESULTS FROM INITIATIVE TO TACKLE DELAYED TRANSFERS OF CARE

A new initiative by OCC and NHS has seen the number of delayed transfers of care reduced by 30% since December 2015, despite higher demands over the winter and a reduction in hospital beds. The Oxfordshire health and social care system has long struggled with the timely discharge of patients from acute and community hospitals to the next stage of their care. This is often referred to as 'bed-blocking' or 'delayed transfers of care', which are costly to the system as a whole and can increase people's dependence rather than promoting their independence. The initiative involved the block purchase of 150 care beds and the development of an integrated hub to manage assessments and bed allocations.

7. COUNCILLOR MICHAEL WAINE ELECTED NEW OCC CHAIRMAN

OCC elected a new Chairman for the 2016/17 council year at its Annual General Meeting in May. Cllr Michael Waine is OCC's elected representative for the Bicester Town Division. He taught in Oxfordshire for 37 years, 27 of which were as Headteacher of Glory Farm School in Bicester. He previously served on OCC's cabinet and is chairman of the Bicester Learning Academy.

8. DECISION TAKEN ON LONG-TERM STRATEGY FOR A40

A landmark decision to take decisive action to solve transport problems on the A40 between Witney and Oxford has been made by OCC's Cabinet. A long-term strategy will be pursued which will focus on a new dual carriageway from Witney to a new Park and Ride at Eynsham, as well as further bus priority lanes connecting the Eynsham Park and Ride toward Oxford. Council transport planners will now draw up more detailed plans which, it is hoped, will help to secure more than £50m in government funding to make the proposals a reality.

SPECIFIC REPORT FOR SHIPLAKE

9. THIRD READING BRIDGE SUMMIT MEETING

I attended the third 'Summit' meeting on Friday 10 June. There was little new news and the first proper report is still due this autumn. However, it was agreed that details about the geographical scope of the traffic modelling would be released into the public domain forthwith. I remain concerned that the thrust of the committee is focused on economic growth and Reading's traffic problems. I made it clear to the meeting that my prime concerns were the implications for the quality of life of Oxfordshire residents.

10. ROAD SAFETY ISSUES

I would be grateful for an update on the proposed meeting between Roger Head & Group and the Area Steward.

11. ALLEGED FOOTPATH DIVERSION AT FAIR ACRES, BOLNEY ROAD

I have been copied on emails relating to an alleged footpath diversion and change of use of land from water meadow to garden. The County ROW officer said he had looked at this last year and did not believe there was any infringement.

7. S.O.D.C. Cllr P Harrison.

District Councillor Report June 2016

New Telephone numbers

The new telephone system at 135 Milton Park is now up and running and hopefully everyone will be aware of the new contact numbers, but just in, case our main customer service number is 01235 422422.

Our new department numbers are:

Planning - 01235 422600

Building control - 01235 422700

Environmental health, food and safety - 01235 422403

Licensing - 01235 422556

Elections - 01235 422407

Car parks - 01235 422417

Community safety - 01235 422590

Street naming and numbering - 01235 422344

1. Oxfordshire Vision

Work continues on our bid for Devolution with our consultants Price Waterhouse Cooper. The media recently reported that the work had pretty much hit the rocks with the withdrawal of South Northants and Cotswold. As is sometimes the case, they had rushed the headline before reading the detail.

In fact, the work with PWC and the Ministry had identified that 'crossing the County Boundaries' would require Primary Legislation and as the Parliamentary Timetable for the next session is already full, the two Non-Oxon Councils agreed that it would be best for them to withdraw.

Our Plan continues to evolve and be refined, and the best source of information is the web site. This also has accurate up-dates through the Latest News Link.

<http://www.oxfordshire.vision/>

2. Planning and Development

Since the last report, the High Court found against us in the Judicial Review, meaning that we now do not meet the Five Year Land Supply. This is disappointing as in January this year in the Appeal against development in Greyhound Walk Thame, the Secretary of State said we did have one. This means that developers are in a much stronger position to force their applications through using the appeal system, and it makes it all the more important for our communities to get Neighbourhood Plans in place as quickly as possible, whilst maintaining a high standard. As a Council, we are organising even more resources to support this.

As mentioned before plans for major development across the border in Buckinghamshire, for Aylesbury Vale of around 33,000 homes together with those for Wycombe DC, are being brought forward. As this has significant concerns for us, it is good that we continue to be consulted by these Authorities.

3. Helping People Find Homes

We've launched a brand new service to help people looking for a suitable home - it provides users with a personalised action plan that explains exactly what options are available to them, and what they should try first. It's available through our Homechoice website.

We've significantly improved the Homechoice website as well, including making it mobile-friendly so people on the housing register can search for homes to bid on when they're out and about.

The web address is:

<http://www.southoxfordshirehomechoice.org.uk/>

4. New section 106 bulletins for Towns and Parishes

If you're interested in how we're securing and spending infrastructure money in your area, head to the websites for our latest parish by parish bulletins on the funds we're raising through Section 106 agreements. We're also sending these bulletins directly to the relevant town and parish councils, so they can stay up to date. We'll issue these bulletins twice a year.

<http://www.southoxon.gov.uk/services-and-advice/planning-and-building/planning-policy/delivering-infrastructure/section-106/se-0>

5. PCSO update

Each year we provide £100,000 to part fund six PCSOs. Here's a quick update of just some of the activities they carried out to support people in South Oxfordshire during Quarter four. Between 1 January and 31 March 2016 our PCSOs organised and attended a number of events, including visiting schools in Didcot to engage with staff, pupils and parents and to address parking issues, attending a Schools' Community Action Day in Thame, and holding a well-attended fraud awareness event in Wallingford which received very positive feedback. They also assisted 227 victims of crime.

6. Neighbourhood Planning

Berinsfield - The independent examiner has recommended that the Berinsfield neighbourhood plan should not proceed to referendum as it doesn't meet the basic conditions. We are now discussing possible ways forward with Berinsfield parish council.

Sonning Common - Subject to several modifications, the examiner has recommended that the Sonning Common neighbourhood plan can proceed to a referendum. We'll look at the recommendations that have been made and decide what action to take before moving forward with plans for the referendum.

Cholsey and Whitchurch - Cholsey parish council and Whitchurch parish council are starting to work with their local communities and are preparing their applications to set the areas covered by their respective plans.

Towersey – Towersey parish council has submitted its application and this is now going to consultation.

7. Rubbish and Waste – Garden Waste Discounts

Don't forget, if residents sign up to our garden waste service in June or July, they'll get 10 per cent off their annual fee. Existing garden waste customers can order an extra bin at the discounted rate. Full details are on our web site in the 'Recycling Rubbish and Waste Section at www.southoxon.gov.uk/services-and-advice/recycling-rubbish-and-waste/household-collections/garden-waste

8. Grants

The Capital Grants Scheme window for applications is now open until 1 July 2016 for decisions by 15 October 2016. Full details are on the web site in the Grants and Community Loans Section at; www.southoxon.gov.uk/services-and-advice/community-advice-and-support/grants-and-community-loans/capital-grants

There will be opportunities later this year;

- Round three open: 1 August to 30 September 2016 for decisions by 10 January 2017
- Round four open: 31 October to 23 December 2016 for decisions by 1 April 2017

Runners-up at inaugural Games

A team of South and Vale residents finished runners-up in the inaugural Better Club Games, an Olympic-style event for people over 55 organised by our leisure contractors GLL.

The games took place at the Windrush Leisure Centre in Witney on Saturday 21 May and featured 120 people from eight teams from across the south east and the midlands.

I along with the chairman of the Vale Mike Babcock presented the prizes.

9. Referendum Update

After the unexpected extension voter registration has now ended. Everyone who is able to vote should receive their poll card by 16 June. If anyone has lost their poll card, they can check where they need to go to vote on 23 June by entering their postcode on the South or Vale 'Where I Live' search.

Postal vote applications have also closed and all postal voting packs should be delivered by 16 June. Anyone who doesn't receive theirs by then should contact Elections - we can only re-issue missing or lost postal packs from 17 June.

Those wanting to apply for a proxy vote need to get their application form to us before 5pm on Wednesday 15 June.

How the count will work

After polls close, the votes for South and Vale will be counted at White Horse Leisure and Tennis Centre. Once we've finished counting we'll pass our local result to the Regional Returning Officer, based in Southampton, for verifying. They will then tot up all the votes for the South East and then send them on to the Electoral Commission to be added to the national total. It's at that point we'll be able to share the local results on our website.

For further information, please see the South or Vale EU Referendum pages.

10. New Homes Bonus

We paid £200,000 of the £220,000 new homes bonus money allocated to Chinnor Pavilion this year. They officially opened in March 2016 and will claim the last £20,000 later this year when the last of the finishing touches are completed.

11. Design Guide review

From 17 June we'll be carrying out a six-week consultation on a new South Oxfordshire Design Guide.

The new guide will be a Supplementary Planning Document (SPD) which, together with the design policies in our Local Plan 2032, will be the key in ensuring high quality design in the district.

8. OPEN FORUM

9. SPECIAL REPORTS-PLANNING.

10. PLANNING

The Planning Working Party submitted the following recommendations

A) APPLICATIONS.

P16/S1201/FUL: Waynflote, Station Road, Lower Shiplake RG9 3JS

Applicant: Mr.M Shelley Type: Minor.

Proposal: Variation of condition to remove requirement for obscure glazing to west-facing windows.

Recommendation: **REFUSAL**, as the rationale for the condition remains as valid now as when it was imposed.

P16/S1246/FUL: Land adj. The Gables, Station Road, Lower Shiplake RG9 3JR

Applicant: Mr P Bradley , The Air Group. Type: Minor

Proposal: Variation of condition to replace drawings.

Recommendation: **NO STRONG VIEWS.**

P16/S1362/FUL: Dulverton, Reading Road, Lower Shiplake RG9 3JN

Applicant: Mr B Moore Type: Minor

Proposal: Demolition of existing single storey house and garage and construction of two new three storey houses and garages.

Recommendation: **REFUSAL**, as the reasons for our initial objection have not been addressed and remain as per our response to P16/S0698 dated 29.3.16.

P16/S1336/FUL: Brookfield, Mill Road, Lower Shiplake RG9 3LW

Applicant: Mr G McClure Type: Minor

Proposal: Demolition of existing single dwelling and construction of new single dwelling.

Recommendation: REFUSAL, for following reasons:

- out of character with this area of the village, accentuated by bulk and scale, and beyond the current curtilage, contrary to SODC policies H4 and C4
- increased flood risk, contrary to SODC SFRA requirements, subject to EA assessment
- site access issues.

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

Applicant: Mrs M Brown Type: Minor

Proposal: Amendment-Construction of 2.5 storey 5 bedroom detached dwelling and garage following demolition of existing house and garage: height of dwelling reduced, rooflight cill level shown and garage repositioned.

Recommendation: **REFUSAL**, as remains out of character with its immediate neighbourhood, due to scale and bulk.

P16/S1205 Re: Certificate of Lawful Development for erection of single storey rear and side extension at: 5 Quarry Lane, Lower Shiplake RG9 3JW.

P16/S1233/PDH Re: Permitted Development for single storey rear extension with porch at: Harmony, Lashbrook Road, Lower Shiplake RG9 3NX.

The recommendations were approved on a motion proposed by Mr D Pheasant and seconded by Mr R Curtis.

B) **DETERMINATIONS.**

The following applications have been GRANTED by SODC: (SPC recommendations in brackets)

P16/S0482/HH: 5 The Chestnuts, Lower Shiplake RG9 3JZ-Front extension (NSV)

P16/S1084/HH: Lake Cottage, Mill Road, Lower Shiplake RG9 3LW-Single storey rear extension (NSV)

C) **OTHER.**

Thames Farm: The Secretary of State for Communities and Local Government's further appeal against the applicant (reference the initial application and appeal) due to be heard on 15 June 2016.

11. FINANCIAL MATTERS.

1. The month accounts for June are attached and the following payments require approval

R V Hudson – salary May	18.16	102477	338.27
R V Hudson – expenses, office allowance. May	19.16	102478	95.65
Inland Revenue – clerk's tax May	20.16	102479	225.20
Mr Robin Head (Grasscutting)	21.16	102480	48.00
Oxford IT solutions (Sendgrid)	22.16	102481	47.98
Broadband	23.16	DD	37.92

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

2. The Clerk reported that the Internal Audit would take place on June 21st 2016.
3. Mr T Taylor proposed the following motion: To authorise the engagement of a highways consultant (TMS) to carry out a pedestrian safety survey on the A4155. The motion was seconded by Mr D Pheasant and approved unanimously
4. The Chairman reported he had carried out an appraisal on the clerk on the afternoon of 13th June. The clerk's salary was reviewed and council approved, on a motion proposed by Mr T Taylor and seconded by Mr G Davies, to award a salary increase in line with the national guidelines produced by NALC. New hourly rate April 2016 £10.944, April 2017 £11.054.

12. MATTERS FOR CONSIDERATION.

27/17 HIGHWAY MATTERS.

1. Mr R Head was not present. The Clerk reported that a date had been set for 20th June for the road safety group to meet with Keith Stenning at Shiplake College.

2. Clerk was requested to report on fix my street clearance of foliage blocking VAS sign at Memorial on A4155. [ACTION: Clerk]
3. Clerk requested to contact SODC to ascertain why promised big clean did not take place in Brocks Way [ACTION: Clerk]

28/17 MODEL CODE OF CONDUCT.

29/17 RECREATION GROUNDS/OPFA

1. Badgers Walk - Mr C Smith was not present to report on the condition of the equipment and general condition of the playground. Clerk requested to contact contractor Mr Robin Head to assist in clearing weeds from sector between boundary fences. [ACTION : Clerk]
2. Memorial Hall. Mr G Davies /Mr R Curtis reported the condition of the equipment and the general condition of the playground as being satisfactory.
3. The Rospa safety review of both playgrounds is scheduled for July.

30/17 FOOTPATHS

31/17 SHIPLAKE – DEVELOPMENT OF FACILITIES.

1. Thames Path Baton Relay Walk July 2016 updated by Mr D Pheasant

2. Future Phases

- a) TREE PRESERVATION Mr T Taylor /Mr F Maroudas to update Council

32/17 ENVIRONMENTAL MATTERS.

33/17 S.O.D.C.

34/17 OCC

35/17 O.A.L.C. /O.R.C.C.

1. 2016 OALC Members Latest update circulated by email

36/17 MEMORIAL HALL

37/17 CHILTERN SOCIETY/CPRE

1. Latest Chiltern /Conservation Board /Society newsletters May 2016 circulated by email
2. Latest CPRE newsletter circulated by email

38/17 DEFRA & OTHER GOVERNMENT CORRESPONDENCE

39/17 TOWNLANDS & OXFORDSHIRE PCT.

13. CORRESPONDENCE

Clerk to respond to Ms Fairbrother explaining that there is a serviced dog bin located at the Memorial Avenue Playground. [ACTION : Clerk]

14. ITEMS OF INTEREST OR FOR FUTURE DISCUSSION.

There being no other items of interest the chairman closed the meeting at 9.58pm

R.V. Hudson.

Clerk to the Council.

28/06//2016