

**MINUTES OF THE MEETING OF SHIPLAKE PARISH COUNCIL HELD IN
SHIPLAKE MEMORIAL HALL
ON MONDAY DECEMBER 12th 2016 AT 7.45 P.M.**

- 1. PRESENT:** Mr T Taylor (Chair) Mr G Thomas, Mr R Head, Mr D Pheasant, Mr G Davies and Mr D Bartholomew(OCC) in addition there were 13members of the public present. **APOLOGIES.** Mr M Leonard, Mr C Smith, Mr P Harrison (DC) and R Curtis Mr F Maroudas 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 G Thomas declared an interest in the PA for Sydney Harrison House.
- 3. MINUTES OF THE MEETING HELD ON MONDAY NOVEMBER 14th 2016** were approved on a motion proposed by Mr R Head and seconded by Mr G Thomas.
- 4. MATTERS ARISING FROM PREVIOUS MEETINGS**
 1. Nominations requested for High Sheriff award. Councillors requested to vote on two nominations via email to Clerk.
 2. Meeting with SODC to discuss SODC Local Plan and Neighbourhood Planning took place on December 7th Mr T Taylor updated Council.
 3. All the historic Parish Maps have now been deposited at Oxfordshire Archives.

5. POLICE MATTERS.

Brief report from PCSO Will Pomroy.Mr G Thomas updated Council

21/11 - "Nottingham Knockers", Lower Shiplake

29/11- Road hazard A4155. Lorry knocked down some branches

30/11- Burglary non-dwelling. @CRFCA CCF Shiplake College

2/12 - Drugs/ASB - Empty cans of laughing gas found in Lashbrook Nursing Home Car Park, believed to be in connection to an illegal rave that happened in the area not medical waste dumped/from nursing home.

6/12 - RTC Hampstead Hill, A4155.

School parking has improved

6. O.C.C. Cllr D Bartholomew.

REPORT TO SHIPLAKE PARISH COUNCIL DECEMBER 2016
GENERAL OCC REPORT

1. KEEP WARM KEEP WELL

Pharmacies across Oxfordshire will be providing people with free thermometers this winter to make sure their homes are warm enough to keep them well. Patients over 60 will be offered information cards, provided by OCC, when collecting prescriptions that will remind them one of the best ways to stay well during the winter is to stay warm, and advise them to have their home heated to at least 18°C. The free hot water bottle shaped card also feature a thermometer to test the temperature of their home to make sure it's warm enough. People with concerns about their heating bills will be advised to contact the Affordable Warmth Helpline on 0800 107 0044. The free helpline provided by an independent charity and funded by local councils offers free advice and guidance on reducing energy bills, heating homes efficiently and affordably, and available grants and financial assistance. For more information or advice on how to keep warm and well this winter visit www.oxfordshire.gov.uk/keepwarm

2. PLANS FOR REGIONAL AGENCY TO IMPROVE ADOPTION SERVICES

OCC is developing plans to transform its adoption services by joining forces with neighbouring councils. The aim is to create a Regional Adoption Agency (RAA) for the Thames Valley to improve outcomes for both children and adopters – including the ability to match children with families more quickly and improve support services for adopters. It follows a Government paper setting out plans for all adoption services to be delivered through RAAs by 2020. OCC would be the host authority within a partnership known as Adopt Thames Valley, alongside six other councils (Bracknell Forest, West Berkshire, Windsor and Maidenhead, Wokingham, Swindon and Reading) and two Voluntary Adoption Agencies (PACT and Barnardo's). All partners have begun work to develop the new shared

service across the geographical area covered by the councils. The Government has advised that a grant of £300K will be made available to help set up the new service.

3. SHARED LIVES SERVICE RECEIVES GLOWING REPORT FROM INSPECTORS

Families across Oxfordshire who choose to share their lives and homes with adults in need of social care have been given high praise by inspectors. The Shared Lives service in Oxfordshire has been running for more than 25 years and involves those in need of care sharing the home of Oxfordshire residents who have been trained and approved as “shared lives households”. The Care Quality Commission inspected the service in Oxfordshire, which is managed, by OCC, in early October. There were five key measures in the inspection judging whether the service was safe, effective, caring, responsive and well-led and inspectors spoke to the county council, shared lives families/households and those receiving care. In every single category, the CQC rated the Oxfordshire Shared Lives service as “good”. The service supports people across all client groups from 16 upwards and the oldest person the scheme has supported was 103. There are usually around 120 people using the service at any one time - about 70 people live long term with Shared Lives Carers and the remainder have short breaks or a few hours support during the day. Training and vetting is undertaken very carefully before people/families qualify to become approved in the shared lives scheme.

4. OXFORD TRANSPORT CHARGING SCHEME STUDY TO BEGIN

A study is to be carried out to look at ways in which an ambitious package of transport measures for Oxford could be funded. OCC's Cabinet has approved a report which gives the go ahead for work to begin on an outline business case for a workplace parking levy scheme and investigate the opportunities for a congestion charging scheme – the first step in a process that will be kept under review and consulted widely on before any final decisions are taken.

5. OXFORD TO CAMBRIDGE EXPRESSWAY

Plans to improve connectivity between Oxfordshire and Cambridgeshire have been in development for several years. The focus is an 'Expressway' – a motorway-standard road – that would run east-west across part of southern England linking the A34 first to the M40 and then on to the M1. The plans received a boost in the recent 'Autumn Statement'. This initiative is driven by central Government and OCC will have only consultee status. Details can be found here: https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/571353/oxford-to-cambridge-expressway-strategic-study-stage-3-report.pdf

SPECIFIC REPORT FOR SHIPLAKE

6. JOINT MEETING OF PARISHES IN MY DIVISION

I have arranged a joint meeting between the Chairman and Planning leads of the nine parishes in my Division on Friday 13th January at 2.30pm to discuss:

- challenges to the Local Plan and Neighbourhood Plan;
- the Third Reading Bridge.

I am pleased to confirm John Howell MP has agreed to attend.

7. PLANNING APPLICATION P16/S3630/O – 245 HOUSES AT EMMER GREEN

I have copied the PC on my objection to this application.

8. RAISING THE B478 BETWEEN PLAYHATCH ROUNDABOUT AND SONNING BRIDGE

David Bullock, OCC Highways & Transport Asset Manager, presented an update on proposals at the Eye & Dunsden PC meeting on 15th November. An application for Government funding (approx. £7m) will be submitted early next year.

9. ROAD SAFETY ISSUES MEETING WITH KEITH STENNING JUNE 2016

I was puzzled by the Area Steward's comments indicating the 20mph speed limit would resolve the issues raised by the PC and I would be grateful for further input from the PC to clarify the status of the proposals. I will then press the Area Steward for a full response.

10. SIDNEY HARRISON HOUSE - HIGHWAY STOPPING UP

The latest planning revision necessitates the stopping up of part of the highway and creation of a new footway. This will involve liaison with the DfT and a public consultation, which could take some time. I have asked OCC Highways if works can progress while these aspects are in hand. It is hoped this will be possible.

11. NEW BUS STOPS NEAR COLLEGE/PLOWDEN ARMS

I met with the bus company, OCC officers, members of the PC and representatives of Shiplake College to agree siting of bus stops for the new Thames Travel (Carousel Buses) X80 service.

12. PEDESTRIAN CROSSING OPPOSITE COLLEGE

The college has indicated it might be prepared to assist with funding a new pedestrian crossing. This would not only benefit the college, but also the wider community, particularly in the context of the new bus stops. I am investigating this, although there would be no funding from OCC. To be delivered at meeting

7. S.O.D.C. Cllr P Harrison. No report from Mr Harrison. Clerk requested to write to Councillor Hall requesting that if Councillor Harrison unable to attend could he attend and forward dates of meetings.

ACTION: Clerk

8. OPEN FORUM

Chairman closed the meeting at 7.55pm to allow questions and comments from members of the public present. Professor R Wild spoke on behalf of a number of residents present objecting to the outline planning application for residential development on land in New Road which is outside village boundary, citing 2 main areas of issue 1) development would have significant effect on rural nature of the area 2) Road would inevitably become a cut through.

Mr G Radford spoke supporting these views and Mr M Broom suggested setting up a fighting fund to develop a village plan. A discussion followed on the merits of developing a Neighbourhood plan.

Clerk was requested to obtain a TPO map along New Road from SODC.

The Chairman then resumed the meeting at 8.29pm.

9. SPECIAL REPORTS-PLANNING.

10. PLANNING

PLANNING REPORT: NOVEMBER-DECEMBER 2016.

A) APPLICATIONS.

P16/S2861/O: Mt Ida, Reading Road, Lower Shiplake

Amendment: Layout and scale of dwellings amended.

Recommendation: **CONTINUED REFUSAL** as this amendment does not mitigate the fundamental reasons for refusal given in our response dated 19 September. Furthermore, given that SODC have now confirmed that this location falls within the purview of the JHHNP, it should be noted that this site was specifically considered and excluded from that neighbourhood plan.

P16/S3627/HH: Torridon, Bolney Road, Lower Shiplake RG9 3NT

Applicants: Mr & Mrs Sawbridge. Type: Other

Proposal: Addition of three timber roof windows to north-facing lower roof elevation.

Recommendation: **NO STRONG VIEWS.**

P16/S3226/HH: Harberton, Northfield Avenue, Lower Shiplake RG9 3PB

Amendment: Enlargement of single storey rear extension by 1 metre in length.

Recommendation: **NO STRONG VIEWS.**

P16/SS3778/O: Land to west of Ridgeways, New Road, Lower Shiplake RG9 3LA

Applicant: North Oak Homes. Type: Minor

Proposal: Up to 7 residential units. All matters reserved except access.

Shiplake Parish Council considers that this application should be **REFUSED** for the following reasons:

-The development would be on a greenfield site outside the established curtilage of the settlement of Lower Shiplake, which is classified as a smaller village.

- It would extend into the adjacent open countryside in a manner which would be seriously harmful to the locally valued rural character and appearance of the area, exacerbated by the collateral damage caused by removal of established trees and hedgerows bordering the site.
- The scale of the proposed development of 7 houses (as shown on the plans) would amount to suburbanisation of this area and be out of character with the surrounding environment,
- The local primary school is over-subscribed and a sizeable development of 7 homes would cause displacement and consequent bussing of young school children to distant schools.
- The unmade road adjacent to the site is totally unsuitable for a development of this size, let alone the potential construction and ancillary vehicle traffic that would be involved.
- The site is locally known to have been a “refuse tip” and we believe that materials buried there could pose a serious potential risk to human health and water run-off if disturbed.

As such we hold that this development would be on the balance of planning judgement contrary to the National Planning Policy Framework, policies CS1, CSS1 and CSR1 of the South Oxfordshire Core Strategy and policies C4, G4 and H4 of the Local Plan.

It should also be noted that such development would be contrary to the Shiplake Villages Plan 2014 in which 74% of resident respondents stated that they did not want greenfield sites developed in and around the villages (p21 and appendix 7).

P16/S2593/FUL: Sydney Harrison House, Mill Road, Lower Shiplake.

Amendment 4: Residential block reduced in height and moved back from boundaries.

Recommendation “**NO STRONG VIEWS**” for this amended application and would like to make the following comments:

We are very supportive of the re-development of the Sydney Harrison House site for sheltered housing and we are very pleased that the applicant has amended their plans to accommodate the views of local residents as well as the parish council.

We remain concerned that the off road parking of 7 spaces for the 12 units of accommodation and visitors appears inadequate particularly as on street parking outside of the main building is single yellow lined with restrictions. It appears that there could be a little further space at the back of the main building that could be given over to additional off-road parking and we would welcome further consideration for this.

We would also like to see as a condition that all works traffic should be on-site for this development as Mill Road at this point is narrow.

We would like to thank SOHA for their offer of wider community use for their communal meeting room as they have done in the past.

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

B) DETERMINATIONS.

The following applications have been approved by SODC (SPC recommendation in brackets)

P16/S3266/HH: Gypsy Cottage, Mill Road, Lower Shiplake-rear extension (NSV).

P16/S2927/HH: Shiplake Cottage, Mill Road, Lower Shiplake-rear extension (NSV).

C) OTHER.

-Notified that Secretary of State’s appeal v Thames Farm did not succeed.

-Meeting of PCs ref Gladman 245 homes application in Emmer Green attended 5th Dec.

-Meeting with SODC ref Local Plan and neighbourhood planning 7th Dec.

11. FINANCIAL MATTERS.

The following grants required approval

a) The Royal British Legion Poppy appeal	350.00
b) South and Vale Carers	100.00
c) Grant to Rosemary Club	650.00
d) Grant to Sue Ryder	250.00
e) Grant to Henley CAB	250.00
f) Grant to Shiplake Primary School	470.00
g) Grant to Oxfordshire Association for the Blind	100.00

These Grants were approved on a motion proposed by Mr T Taylor and seconded by Mr G Davies

1. As Grants were approved, the month accounts for December and payments require approval.

R V Hudson – salary November	68.16	341.49
R V Hudson – expenses, office allowance. November	69.16	83.40
Inland Revenue – clerk’s tax November	70.16	227.60
Mr Robin Head (Grasscutting)	71.16	48.00
The Royal British Legion Poppy appeal	72.16	350.00
Herald Graphics (Website)	73.16	88.00
Herald Graphics(Newsletter)	74.16	796.00
SODC Dog bin service	75.16	12.56
Oxford, It Solutions web hosting	76.16	54.00
Shiplake Memorial Hall Room Hire	77.16	198.90
SLCC subscription	78.16	108.00
Grant to South and Vale Carers	79.16	100.00
Grant to Rosemary Club	80.16	650.00
Grant to Sue Ryder	81.16	250.00
Grant to Henley CAB	82.16	250.00
Grant to Shiplake Primary School	83.16	470.00
Grant to Oxfordshire Association for the Blind	84.16	100.00
Shiplake Harpsden Dunsden sick Poor Fund	85.16	250.00
Broadband	86.16	38.44

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

2. The Budget vs Actual Nov 2016 and consequential Draft Budget for 2017/18 were revised slightly and then approved on a motion proposed by Mr T Taylor and seconded by Mr G Thomas.

APPENDIX 1

3. The FWP recommendation of a Precept request of £27900 was discussed and after consideration by Council it was agreed to raise to £28100 this should maintain Council Tax Band D at same as 16/17.This figure was then approved on a motion proposed by Mr T Taylor and seconded by Mr G Davies APPENDIX 2

4. The Grants budget was approved on a motion proposed by Mr T Taylor and seconded by Mr G Davies APPENDIX 3

5. The quotation from Fenland Leisure, the original installers, for £646 to replace the Springer in the Memorial Hall Playground requires approval. Council requested the Clerk to try to get two alternative quotes. ACTION: Clerk

6. Mr G Thomas requested approval to spend up to £200 for Land registry searches. Council approved spend on a motion proposed by Mr G Thomas and seconded by Mr T Taylor.

12. MATTERS FOR CONSIDERATION.

92/17 HIGHWAY MATTERS.

1. Mr R Head updated Council on working party.
2. Mr Head requested the following safety signage to be submitted to OCC highways
 - a)A4155 (at the War Memorial)**
Erect a sign at the approach from both the north and south warning of the long bend.
 - b)MEMORIAL AVENUE (Shiplake Cross)**
Erect a sign at both ends of the Avenue to read "unsuitable for HGV's"
 - c)A4155 (Span Hill)**
Erect a sign for motorists travelling from the north at the approach to the bends warning of bends with a distance. There is already a similar sign at the commencement of the bends when travelling from the South.ACTION : Clerk

3. Mr Head also requested the Clerk to report the damaged school sign pole opposite Kiln Lane in Shiplake Row ACTION : Clerk

93/17 RECREATION GROUNDS/OPFA

1. Badgers Walk - Mr C Smith not present.
2. An initial quote, from the original installers Creative Play, to repair the surface under the swings in the Badgers Walk playground has been received at a cost of £4631 .The Clerk will obtain alternative quotes
3. Memorial Hall. Mr G Davies to report on the condition of the equipment and the general condition of the playground.
4. The Clerk has requested Playsafety to re-review their assessment of the swings upright as being medium risk, the inspector stands by her report. Council agreed to get another opinion ACTION: Clerk

94/17 FOOTPATHS Thames Path signage nothing further to report

95/17 SHIPLAKE – DEVELOPMENT OF FACILITIES.

1. Website: The number of registered users is now over 500. Although the number of users has been increasing gradually the November newsletter content, coupled with the enclosed registration leaflet, has resulted in a significant increase in registrations.
2. Newsletter: November issue distributed on schedule with current planning issues as key feature, the feedback to which has been positive.
3. Network Rail(NR) & Branch Line: Updates on delays to electrification and impact on passenger trains have been posted on the website c/o HBUG and NR. Meeting with GWR has taken place to discuss frequent excessive use of the horn at various points on the line through Shiplake. This included a journey in the cab of a train which also provided the opportunity to assess the instances of welded rail along the track, which has an impact on far too frequent maintenance issues.

Future Phases

- a) TREE PRESERVATION Mr T Taylor /Mr F Maroudas to update Council
- b) Major tree preservation order received, Clerk to update council.

96/17 ENVIRONMENTAL MATTERS/AONB

1. Mr Head updated Council briefly
2. Communication received from Sonning Common requesting to be involved in any application to expand AONB .Mr R Head has responded .

97/17 S.O.D.C.

98/17 OCC

99/17 O.A.L.C. /O.R.C.C.

1. 2016 OALC Members Latest update circulated by email

100/17 MEMORIAL HALL

101/17 CHILTERN SOCIETY/CPRE

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

102/17 DEFRA & OTHER GOVERNMENT CORRESPONDENCE

103/17 TOWNLANDS & OXFORDSHIRE PCT.

13 CORRESPONDENCE

1. Communication from Mr Tom Wyatt on whether Council wish to remove or adopt red BT Payphone box

14. ITEMS OF INTEREST OR FOR FUTURE DISCUSSION.

1. Chairman requested a discussion on Neighbourhood Planning. Council approved the following motion proposed by Mr T Taylor and seconded by Mr D Pheasant. The Parish Council wishes to commence the process to establish a Neighbourhood Plan for Shiplake in early 2017
2. Clerk requested to book memorial hall for preliminary public meeting early in January w/c 9th 2017. ACTION: Clerk

3. There being no other items of business the Chairman closed the meeting at 9.55pm

R.V. Hudson.
Clerk to the Council.
28/12/2016

APPENDIX 1

SPC Finance 2016-17														
SPC Finance 2015-16	ACT YTD Mar 2016	Budget 2016/17	Actual (Apr 16- Nov 16)	months	Dec	Jan	Feb	Mar			YTD +/-	Balance		Draft Budget 2017/18
				8										
RECEIPTS														
Precept	27150	27900	27900								27900			27900
Bank Interest	0	40	42								42			40
Nat Sav a/c interest	177	170					170				170			160
VAT reclaim	45	4000	4399								4399			1000
Grants	6648	2000	1505					1830			3335			
Misc	1050										0			
Total	35070	34110	33847	0	0.00	0	170	1830	0	2000	35847	0	0	29100
PAYMENTS														
					est figures	est figures	est figures	est figures			2016 Total		Year end surplus / overspend	2016/17 Inflated by %
Net Remuneration /Salary	4059	4100	2733		341	341	341	341			4099	within budget	1	2.5
Remuneration /Tax	2702	2800	1821		228	228	228	228			2731	within budget	69	2.5
Administration(Clerk Expense)	2009	1500	831		83	90	90	90			1184	within budget	316	2.5
Misc Admin	239	500	140		40	40	40	40			300	within budget	200	2.5
Stationery/Office supplies	248	500	184		75	75	75	75			484	within budget	16	2.5
Audits/fees	480	580	474								474	within budget	106	2.5
Telephone/broadband	465	600	302		40	40	40	40			464	within budget	136	2.5
Meetings	595	650	97		199						296	within budget	354	2.5
Insurance	1094	1200	1146								1146	within budget	54	2.5
Advertisements	0	150	0								0	within budget	150	2.5
Office Equipment	0	100	0								0	within budget	100	2.5
Repairs & maintenance		1154	3660								3660	overspend	-2506	2.5
Information Sheet		0									0	within budget	0	2.5
Grasscutting B.Walk & War	670	700	408		48		48	48			552	within budget	148	2.5
Playground Inspections(RO)	156	160	160								160	within budget	0	2.5
Playground B.Walk	6694	0	0				4631				4631	overspend	-4631	2.5
Playground Memorial		250					650				650	overspend	-400	2.5
Consultancy		20000	2160		420			1350			3930	within budget	16070	2.5
Grants exc S137	2563	5600	0		3000			2350			5350	within budget	250	
Subs	906	657	151		108		386	25			670	overspend	-12	
Sect 137	1700	4375	1223		2520			650			4393	overspend	-18	
Newsletter community	518	1200	796		796						1592	overspend	-392	2.5
Web Site community	1574	1000	168		142			105			415	within budget	585	2.5
Bus Shelters		0									0	within budget	0	2.5
Contingency		1000						600			600	within budget	400	2.5
Defib maintenance	100	105									0	within budget	105	2.5
Parking /20mph zone Consultation-		5000	5773								5773	overspend	-773	2.5
Highway Safety		15000						5000			5000	within budget	10000	2.5
White Lining roads											0	within budget	0	2.5
SVP Project /Village event	1223	1000									0	within budget	1000	2.5
											0			2.5
Total	27996	69881	22227	8041	814	6529	10942	0	0	48553	overall surplus/lo	21328		72802

APPENDIX 3

SHIPLAKE PARISH COUNCIL. GRANTS AND SUBSCRIPTIONS.									
Organisation		Actual	2016/17			DRAFT 2017/18			
		2015/16	Grants	subs	s137	Grants	subs	s137	
		£							
C.P.R.E.- Annual Sub		36		36			36		S143
Chiltern Society – Annual Sub.		25		30			30		S143
Henley C.A.B.		500	250			250			s142(2A
NALC Annual Sub LCR		17		17			17		S143
O.A.L.C.		595		300			300		S143
O.P.F.A. – Annual Sub		50		50			50		S143
O.R.C.C. – Annual Sub. Community first		65		70			65		S143
Oxfordshire Association for the Blind		100			100			100	s137
Rosemary Club		650			650			500	s137
Royal British Legion		350			350			350	s137
S.L.C.C. – Annual Sub.		118		108			108		S143
Shiplake C.E.School					470			1000	
Shiplake Church Room	plus The Belfry				0			0	
Shiplake Memorial Hall		3000	3000			3000			s144
Shiplake Memorial Hall Grant for Lighting control		738							
Shiplake Memorial Hall Grant for floor washer		900							
Shiplake Village Community Club(Gardening Club)									
Shiplake Scouts								1000	s144
South & Vale Carers		100			100			100	
Sustrans – donation.		25		25			25		
Sue Ryder		250			250			250	
Shiplake Memorial Hall Nursery									
Oxfordshire Carers Forum			100			100			
Parish on Line		34		34			34		
Non Specific Grants		0	2000		1000	2000		1000	
British heart Foundation -Defib project		1048							
Donations received from residents		-1050							
Village Community Event + mem hall hire		575			1223			500	
Website (development forum etc ?admin cost)									
Shiplake,harpsden,Dunsden and peppard Sick Poor Fund (5yrs)		250			250			250	
D Ramm Noticeboard									
WRVS									
TOTAL		8376	5350	670	4393	5350	665	5050	0
Total amount available under Sect. 137 as at jan 2016	1423 7.42		5600	657	4375			11065	
				subs	670		subs	665	