

**MINUTES OF THE ANNUAL GENERAL MEETING OF SHIPLAKE PARISH COUNCIL HELD
IN SHIPLAKE MEMORIAL HALL
ON MONDAY MAY 8th, 2017 AT 7.45 P.M.**

- 1. PRESENT:** Mr T Taylor(Chair), Mr G Thomas, Mr M Leonard, Mr R Curtis, Mr G Davies, Mr D Pheasant, Mr C Smith and Mr D Bartholomew (OCC) in addition, there were 8 members of the public present. **APOLOGIES** Mr R Head, Mr F Maroudas and sent their apologies,
 - 2. ELECTION OF OFFICERS, SUB-COMMITTEES, WORKING PARTIES AND REPRESENTATIVES TO SERVE ON OUTSIDE BODIES**

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 D Pheasant 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 2018.
On a motion proposed by Mr T Taylor, Seconded by Mr R Curtis. Members unanimously approved Mr D Pheasant 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 M Leonard proposed by: Mr G Thomas, seconded by: Mr D Pheasant members Mr T Taylor, Mr D Pheasant and Mr Curtis.
Grants and Finance: Chair Mr F Maroudas: proposed by Mr T Taylor and seconded by Mr G Davies
Members: Mr T Taylor, Mr G Davies and Mr F Maroudas.
REPRESENTATIVES ON VARIOUS COMMITTEES.
Memorial Hall: Mr T Taylor. Proposed by: Mr D Pheasant Seconded by: Mr G Thomas
Badgers Walk Playground: Mr. M Leonard. Proposed by: Mr T Taylor Seconded by: Mr R Curtis
Memorial Hall Playground: Mr G Davies: Proposed by: Mr C Smith Seconded by: Mr D Pheasant
Shiplake C. E. School: Mr G Davies Proposed by: Mr C Smith Seconded by Mr G Thomas.
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. None declared
 - 4. MINUTES OF THE MEETING HELD ON THURSDAY APRIL 6th, 2017** were approved on a motion proposed by Mr G Thomas and seconded by Mr R Curtis
 - 5. MATTERS ARISING FROM PREVIOUS MEETINGS**
 - 6. POLICE MATTERS.** PCSO R Hand has reported that parking tickets have been issued along Mill Road where vehicles are obstructing footpath, There has been an outbreak of graffiti at the derelict SHH site. Clerk requested to contact SOHA to ascertain start date for building ACTION : Clerk
 - 7. O.C.C. Cllr D Bartholomew.**

REPORT TO SHIPLAKE PARISH COUNCIL MAY 2017
Due to pre-election 'Purdah' rules (now elapsed) and the election process itself, this report is very brief.
Normal service will be resumed for my next report!
- GENERAL OCC REPORT**
- 1. ELECTION RESULTS**

The County Council election results are as follows:
Conservative 31,Labour 14,Liberal Democrat 13,Other 5,As 32 seats are required for a majority, no administration has yet been formed and negotiations between parties are taking place.
In my own Division, I was honoured to enjoy an increase in share of the vote from 58% to 71%.

SPECIFIC REPORT FOR SHIPLAKE

2. MOUNT IDA P16/S2861/O

Highways has stated it intends to withdraw its objection on the basis the applicant has supplied plans for a path connecting the site to Bolney Lane. I have advised that such a path would require the removal of a number of trees and the Arboriculture Impact Assessment does not refer to this. This aspect is now being further investigated.

3. ALLEGED DIVERSION OF FOOTPATH AT END OF BOLNEY ROAD

I have again chased the ROW Officer with regard to progress as I have received further emails from residents.

4. THIRD READING BRIDGE

As a General Election has been called, the Steering Group will not now meet until late June at the earliest.

5. CAVERSHAM QUARRY

I am awaiting confirmation of the date of the public 'Information Day' to be held on site.

6. SUBSIDENCE ON A4155 NEAR FLOWING SPRING

Part of the A4155 near The Flowing Spring has been coned-off and is subject to traffic lights and one-way traffic. A temporary 30mph speed limit has also been introduced. Investigations have revealed subsidence and the affected part of the road will be repaired with steel piles in the near future.

8. S.O.D.C. Cllr P Harrison There was no report

9. OPEN FORUM The Chairman closed the meeting at 7.59pm to allow comment and questions from members of the public present. The developers (Hunter Page Planning) of the piece of land along Mill Road next to Kingsley Gate House presented their proposals. Mr G Thomas requested a copy of the pre-ap correspondence from SODC which was agreed. Mr and Mrs Broom (Kingsley Gate House) expressed their strong objection to the proposed development. The meeting resumed at 8.22pm

10. SPECIAL REPORTS-PLANNING.

11. PLANNING

The Planning Working party submitted the following recommendations

A) APPLICATIONS.

P17/S1118/FUL: Raleith, Reading Road, Lower Shiplake RG9 3PH.

Applicant: Mr P S Grewal. Type: Minor.

Proposal: Demolition of existing dwelling and construction of replacement dwelling, new entrance gates and vehicle entrance and ramp.

Recommendation: **NO STRONG VIEWS.**

Amendment: No. 1 - dated 25th April 2017

Proposal: Demolition of existing dwelling and erection of replacement dwelling and three-bay detached garage, formation of new vehicle entrance and installation of replacement gates and new entrance ramp (visibility splays plan and contaminated land statement questionnaire received 25th April 2017).

Recommendation: **NO STRONG VIEWS**

P17/S1255/HH: Highfield House, Mill Lane, Lower Shiplake RG9 3ND.

Applicant: Mr K Hatton. Type: Other.

Proposal: Single storey extension to the front of the property with alterations to front entrance canopy.

Recommendation: **NO STRONG VIEWS.**

P17/S1247/FUL: Tower House, Reading Road, Lower Shiplake RG9 3JN.

Applicant: Mrs B Kidd. Type: Minor.

Proposal: Construction of new annexe house and detached double garage.

Recommendation: **REFUSAL** because there are no significant material changes to mitigate the reasons for refusal given in our previous response dated 31.10.16 to the original application:

P16/S3373/FUL.

P16/S2861/O: Mt Ida-Amendment.

P17/S1381/HH: 14 Badgers Walk Lower Shiplake RG9 3JQ pending review

The planning group recommendations were approved on a motion proposed by Mr R Curtis and seconded by Mr T Taylor.

B) DETERMINATIONS.

The following decisions have been made by SODC (SPC recommendations in brackets):

P17/S0842/HH: Holywell Cottage, Station Road-GRANTED (NSV).

P17/S0863/HH: 10 Brocks Way-GRANTED (NSV).

P17/S0832/HH: Highfield House, Mill Lane-GRANTED (NSV).

P17/S0864/HH: Brook Cottage, Mill Road- REFUSED (REFUSAL).

P15/S4337/FUL - Lashbrook Chapel, Mill Road, Lower Shiplake RG9 3LW - APPEAL ALLOWED

P17/S0876/HH -: Riversmeet Mill Lane Shiplake RG9 3LY-GRANTED(NSV)

P17/S0858/HH -: 1 The Chestnuts Crowsley Road Lower Shiplake Oxon RG9 3JZ (NSV)

C) OTHER.

Amendment received on P17/S1118/FUL: Raleith, Reading Road-pending review.

Application received on P17/S1381/HH: 14 Badgers Walk-pending review.

P17/S0234/HH: Watersmeet, Mill Lane-application withdrawn by applicant.

SODC enforcement responses awaited on Randall House, Chelford House, Lashbrook.

Thames Farm Appeal Inquiry: P16/S0970/O confirmed for w/c 12th June-full details tbc.

The Clerk was requested to send a photo of the changes at Randall House to planning enforcement and request an update on Chelford House and Lashbrook Chanel. ACTION: Clerk.

12. FINANCIAL MATTERS.

1. A copy of the financial statements for May 2017 are attached and the payments below require approval.

R V Hudson – salary April	9.17	102568	344.94
R V Hudson – expenses, office allowance. April	10.17	102569	83.85
Inland Revenue – clerk’s tax April	11.17	102570	229.87
Shiplake Party and picnic event (Grant)	12.17	102571	400.00
Staples business account	13.17	102572	38.99
Higgs (rubber stamp)		14.17 102573	22.79
Mr Robin Head Grasscutting	15.17	102574	50.00
BT Payphone	16.17	102575	1.00
Broadband	16.17	DD	39.50

The Month accounts were approved on a motion proposed by Mr T Taylor and seconded by Mr C Smith

2. Council approved purchase of Phone Box on a motion proposed by Mr M Leonard and seconded by Mr D Pheasant and the Chairman signed the contract on behalf of SPC for £1.00
3. AFR section 1 approved on a motion proposed by Mr T Taylor and seconded by Mr R Curtis
4. AFR section 2 approved on a motion proposed by Mr T Taylor and seconded by Mr C Smith
5. South and Vale Carers Grant cheque issued in November 2015 for £100 never cashed agreed to be cancelled and credit applied to accounts. Clerk to write to South and Vale and issue new cheque. ACTION: Clerk
6. The Internal Audit is scheduled for 26th May 2017 @11.00am with Mr P Hood,
7. The External Audit is scheduled for July 17th, 2017
8. Council agreed to authorise up to £5k for commissioning a landscape assessment for Thames Farm prior to inquiry on June 13th Three quotations to be sought in accordance with Fin Regs Proposed by Mr C Smith and seconded by Mr D Pheasant.

13. MATTERS FOR CONSIDERATION.

13/18 HIGHWAY MATTERS.

1. Mr R Curtis requested Council approval to install advisory signage along Church Lane. Mr R Curtis to circulate a form of words for approval. **ACTION Mr R Curtis**

14/18 RECREATION GROUNDS/OPFA

1. Badgers Walk - Mr C Smith not present so there was no report on the condition of the equipment and the general condition of the playground. Mr G Davies expressed concerns about the Grasscutting which he had undertaken personally and agreed to make a proposal for the future care of the grounds at next month's meeting. **ACTION : Mr G Davies**
2. Memorial Hall. Mr G Davies reported the condition of the equipment and the general condition of the playground as generally satisfactory apart from repairs required Clerk reported repairs taking place w/c 15th May

15/18 FOOTPATHS Thames Path signage nothing further to report

16/18 SHIPLAKE – DEVELOPMENT OF FACILITIES.

Future Phases

Project Updates from Mr D Pheasant.

Shiplake News: next issue scheduled for mid-June with major feature on the Shiplake Villages Plan

Red Phone Box: contract with Parish Clerk for signature for transfer of ownership to parish council for £1. BT to remove phone shortly afterwards and project to renovate by volunteers to be initiated.

Shiplake Neighbourhood Plan: Steering Group continues to work to deliver a proposed plan by the final quarter 2017. Subsequent review and approvals by SODC and Govt. projected to take up to 6 months after submission. SODC public notice of **Shiplake Neighbourhood Designated Area** circulated for 6-week information and consultation to neighbouring parishes, local businesses and posted on all notice boards in the parish.

An update to residents is planned for the May 24th APM and the Resident Questionnaire to be distributed in late May/early June, according to the timetable outlined below. Posters in preparation for placement in the villages, with supporting notifications on the website, aimed at promoting maximum involvement of residents to achieve a high response rate. This is an ambitious timetable aimed at receiving residents' responses before the beginning of the 'summer holiday period'.

The costs to be as outlined and approved at a prior council meeting and to be confirmed once final no. of questionnaires and analysis requirement determined. Costs to be claimed as part of SODC grant for developing a neighbourhood plan.

SHIPLAKE NEIGHBOURHOOD PLAN SURVEY 2017 PROPOSED TIMETABLE

When	What
Tues 9th to Wed 10th May	Plan group send draft of questionnaire and this is entered into Snap market research software
Thurs 11th May to Mon 15th May	Plan group review SDC version and send back final version
Tues 16th May to Wed 17th May	Questionnaire final amends, print questionnaires and send by Royal Mail to Shiplake
Fri 19th May	Questionnaires received by Shiplake
Sat 20th May to Fri 16th June	Questionnaire distributed throughout parish and completed by residents
Mon 19th June	Send completed questionnaires to SDC or direct to DP agency (some could be sent earlier so processing can start quicker)
Wed 21st June to Wed 12th July	Data processing of questionnaires
Mon 17th July	Topline results produced in the form of a marked up questionnaire

Wed 19th July	Send excel spreadsheet containing every response
To be agreed	Full report including commentary, charts and tables.

17/18 ENVIRONMENTAL MATTERS/AONB

1. Mr Head not present there was nothing to report.

18/18 S.O.D.C.

19/18 OCC

20/18 O.A.L.C. /O.R.C.C.

1. 2017 OALC Members Latest update circulated by email

21/18 MEMORIAL HALL

22/18 CHILTERN SOCIETY/CPRE

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

23/18 DEFRA & OTHER GOVERNMENT CORRESPONDENCE

24/18 TOWNLANDS & OXFORDSHIRE PCT.

14 CORRESPONDENCE Further correspondence received from Mr R Milne regarding gully emptying in Station Road.

15. ITEMS OF INTEREST OR FOR FUTURE DISCUSSION.

1. APM scheduled for 24th May at 7.45pm
2. Next PC meeting(June) rearranged to Monday June 5th due to Clerk not being available
3. There being no other items of interest the Chairman closed the meeting at 9.44pm

R.V. Hudson.

Clerk to the Council.

24/05/2017