

**MINUTES OF THE MEETING OF SHIPLAKE PARISH COUNCIL HELD IN SHIPLAKE  
MEMORIAL HALL ON MONDAY 2018 AT 7.45 PM.**

1. **PRESENT:** Mr T Taylor (Chairman). Mr R Head, Mr D Pheasant, Mr R Curtis, Mr G Davies, Mr M Leonard, Mr F Maroudas and Miss A Manning, in addition there were eight members of the public present **APOLOGIES:** Mr D Bartholomew (OCC) and Mr P Harrison (DC) and Mrs S Mann 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 R Curtis and Mr G Davies registered an interest in the PA for Shiplake College Boat House and signed the register.
3. **MINUTES OF THE MEETING OF SHIPLAKE PARISH COUNCIL HELD ON MONDAY 8th JANUARY 2018** were approved on a motion proposed by Mr R Curtis and seconded by Mr M Leonard.
4. **MATTERS ARISING FROM PREVIOUS MEETINGS**
  - 1) Following Mr J Maddocks presentation on emergency planning Council agreed to review current plan Clerk requested to circulate current emergency contact plan. **ACTION: Clerk**
  - 2) Planning enforcement response to Chelford House. See below item 9.2
  - 3) Plowden Arms ACV. b/f from January meeting see planning see open forum
  - 4) Two further enquiries ref Councillor vacancies.
5. **POLICE MATTERS.** Council expressed disappointment at no police presence again and requested Clerk to again contact PCSO Hands to obtain at least a short report if not able to be present in person. PCSO Hands has committed to attend March Meeting. Clerk to circulate PCSO Hands duty roster to identify suitable dates for SID training. **ACTION : Clerk**
6. **O.C.C. CLLR DAVID BARTHOLOMEW  
GENERAL OCC REPORT**

**1. COUNCILLOR PRIORITY FUND KEY PART OF BUDGET PROPOSALS**

A key proposal for the upcoming Oxfordshire County Council Budget is to have a Councillor Priorities Fund – all County Councillors will have a £15k fund each to support parish council Highways needs and community group projects. In addition, the county council is choosing to prioritise children’s social care with £1.9m extra being put in to this service. Overall this means £8.5m is being added to the budget for children’s social care in 2018/19. This follows the central government announcement in late December that it would allow councils to raise council tax by an additional 1% primarily to address financial pressures in children’s social care. Earlier in December the council had proposed a 1.99% Council Tax, with an additional 3% precept for adult social care bringing the total proposed rise to 4.99% the same as last year. The additional 1% that has now been allowed would take the total rise for 2018/19 to 5.99%, with a proposed 2.99% rise in 2019/20. Other calls on funding include the local government national pay settlement where a total of £2.9m extra is required over 2018/19 (£1.4m) and 2019/20 (£1.5m) for staff pay across all its services, including employees such as librarians, care workers for vulnerable children and adults, highways staff, trading standards, the Registration Service etc. OCC can fund this from reserves over these two years. The Budget proposals go to Full Council on February 13th.

**2. GROWTH DEAL**

As detailed in the December report, the Oxfordshire Growth Board\* has reached an outline Housing and Growth Agreement (Growth Deal) with Government. This will see an additional £215m of investment over the next five years to build infrastructure, support the delivery of new homes and boost economic productivity across the county. This breaks down as: £30m pa for five years for infrastructure; £60m for affordable homes across the county; and £5m to develop a Joint Statutory Spatial Plan (JSSP). The Board wants the five-year deal to be the first stage in a sustained partnership with Government to secure the ongoing investment needed to deliver properly planned growth and economic development over the coming years. This will support councils to achieve the ambition of 100,000 new homes across the county over the period 2011-2031, as identified through the 2014 countywide Strategic Housing Market Assessment and Local Plans. During the period of development all planning authorities will have their five-year land supply requirement reduced to a

three-year land supply with that condition in place for the first three years of the new JSSP. The Growth Deal is coming to the stage that it will soon go through the six councils' democratic processes to be agreed.

\*The Oxfordshire Growth Board comprises the six councils: Cherwell District Council, Oxford City Council, Oxfordshire County Council, South Oxfordshire District Council, Vale of White Horse District Council and West Oxfordshire District Council, together with the county's Local Enterprise Partnership (OxLEP).

### **3. CARILLION: OCC AGREES EXIT DEAL AFTER COMPANY COLLAPSE**

OCC has formally terminated its contract with Carillion LGS Limited effective from 1 February 2018, following the collapse of the parent company. This brings forward the already agreed end of the contract set for the end of June 2018. OCC made a net payment of £10.65m to Carillion to cover work already completed as part of the final settlement to end the contract with the company. Carillion provided services on behalf of OCC including school meals and cleaning; maintenance of council buildings; property services and building work such as school extensions. Carillion staff in OCC's maintained schools who contracted their services via OCC will be transferred to OCC under staff transfer arrangements known as 'TUPE', and services will continue as normal. Services previously provided by Carillion to the county council will continue through a mix of bringing staff in-house (e.g. school meals, cleaning); continuing with suppliers (mainly catering) and working with existing sub-contractors (mainly construction and property services). Like every other Carillion customer, OCC is now working out the most cost-effective way to complete work left unfinished by Carillion. OCC will now take over direct responsibility for commissioning future construction work and service delivery. County council officers are reviewing the uncompleted works under the Carillion contract and talking to sub-contractors about the best way forward. Carillion sub-contractors and suppliers will be financially exposed to the collapse in Oxfordshire, as is happening across the country. OCC is establishing a process to assess, on a case-by-case basis, the impact on companies in the Carillion supply chain involved in providing county council services such as building maintenance.

### **4. NEW FUNDING BOOSTS SUPPORT FOR ASYLUM-SEEKING CHILDREN**

Extra funding to support unaccompanied asylum-seeking children (UASCs) living in Oxfordshire has been received by the county council. A government grant worth £335,000 has been awarded to help strengthen the support services available to UASCs over the next two years. It is part of a wider national funding announcement of £29million. OCC has the same responsibilities for looking after UASCs arriving in the county as it does for all other children and young people in care. Young asylum-seekers are among the most vulnerable groups in society – often with no connections or family in the UK, little spoken English and having made long and traumatic journeys. The new money is not for covering the cost of care placements themselves, but for additional support to help UASCs adjust to living in the county and integrate with local communities. The council currently looks after 52 UASCs. These young people have predominantly travelled from Afghanistan, Albania and Eritrea.

## **SPECIFIC REPORT FOR SHIPLAKE**

### **5. RETIREMENT VILLAGE APPEAL**

I have made my submission to the Planning Inspectorate and copied the PC planning group.

### **6. TRAFFIC LIGHTS, WATER LEAKS AND POTHOLES AT THE MEMORIAL CROSSROADS**

I have had extensive contact with Highways in relation to this matter. I advised of the adverse effects of traffic lights being present when no work was being undertaken and alerted them to the leak re-appearing after the work had been undertaken. OCC has no direct involvement in the lights or leaks as it is a Thames Water responsibility but has raised the issues with Thames Water and has sent Highways Inspectors to examine the situation. OCC undertook temporary pothole repairs with permanent repairs to be undertaken on completion of the water leak repair.

## **7. STATION ROAD POTHOLES**

I have escalated this matter and have received assurance the potholes are scheduled for repair.

## **8. PLANNED SURFACE DRESSING IN SHIPLAKE & GENERAL RE-LINING**

It has been confirmed that the only road planned for surface dressing in the spring is Mill Road, however the re-lining that will follow will be extended to some other roads.

## **9. SPEED LIMIT ON A4155 BETWEEN SPAN HILL AND PLAYHATCH**

Binfield Heath PC shares Shiplake PC's view that a reduction in the speed limit to 30mph at this location would be inappropriate.

## **10. SIGNAGE AT SHIPLAKE PRIMARY FIXMYSTREET 764229**

I advised the Area Steward that Shiplake PC believes this to be a safety matter as is prepared to pay for the sign to be repaired and to be relocated to the other side of the road. I also requested costs and a possible schedule. I am awaiting a response.

## **11. THIRD READING BRIDGE**

The Chair of Highmoor PC convened a meeting of southernmost parishes on 18th January at Highmoor village hall in order that affected parishes could review the current situation. If the bridge goes ahead, the A4155 through Shiplake would be one of the most affected roads. In addition to myself, speakers included the OCC officer allocated to monitor the project and John Howell MP. The meeting was very well attended, and all attendees said they found it very useful. Unfortunately, the representative from Shiplake PC was unavoidably detained at the last moment and had to send apologies, has since received the Minutes circulated by the Highmoor Parish Clerk.

## **12. FMS SUPER-USER**

As advised, there is a pilot programme being run by OCC in respect of FMS, which the PC may want to discuss. The proposal is that a parish councillor could be trained as an FMS 'SuperUser' and would be able to identify potholes for repair and go direct to the contractor, bypassing the OCC Highways team. This would obviously considerably speed up the repair process. Please let me know if there is a parish councillor who would like to take part in this pilot.

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

District Councillor's Report February 2018

### **1. Housing Matters.**

Councils adopt strategy to help meet the challenge of delivering new homes

Released on January 11, 2018

South Oxfordshire and Vale of White Horse District Councils have adopted a new strategy which sets out how they will meet the significant challenge of delivering thousands of new homes over the next 14-16 years.

The number of new homes proposed in each district is set out in the councils' respective adopted and emerging local plans. The councils' new Joint Housing Delivery Strategy will work alongside the respective local plans to guide how these new homes will be delivered, in line with infrastructure, and ensure that the types of homes provided meet the various needs of our communities.

In adopting the new strategy, the councils are taking on an 'enabler' role to ensure that the required number of new homes can be delivered, which are also of the right type to meet local need.

To view the new strategy, click on Joint Housing Delivery Strategy or visit [southoxon.gov.uk/housingstrategy](http://southoxon.gov.uk/housingstrategy).

Cllr Lynn Lloyd, Cabinet Member for Housing at South Oxfordshire District Council, said: "Our new housing delivery strategy details how we will work with others to meet the major challenge of delivering the homes required in South Oxfordshire. This will help to ensure the right type of homes are built at the right time in the most appropriate locations allocated in the local plan."

The councils adopted the Joint Housing Delivery Strategy following a public consultation on a draft version of the strategy in 2017.

### **2. Planning update**

Brownfield land register

We have published details of all brownfield development sites in our districts that have full or outline planning permission. The register also includes sites that may be considered as appropriate for residential development.

You can view the brownfield land registers on our South website:

<http://ebtk.co.uk/resources/stats/click.php?c=2636&e=7&o=9492&url=http%3A%2F%2Fwww.southoxon.gov.uk%2Fservices-and-advice%2Fplanning-and-building%2Fplanning-policy%2Fbrownfield-land-register>

### **3. Submitting a planning application?**

If you're submitting a planning application, or if an application is being submitted on land you own, you need to make sure they are submitted by the same process we expect of all applicants. This means you should email the application to the planning team: [planning@southoxon.gov.uk](mailto:planning@southoxon.gov.uk) Following this procedure, we will make sure your application is correctly recorded and processed and will avoid any unnecessary delays.

### **4. Engagement matters**

Planning's customer engagement officers had a busy year raising the profile of the service and encouraging residents to get involved in the development of our Local Plans. For example, during their work they spoke to 2,100 people at events right across both districts. If you'd like to know more about the work they did, look at their annual update here.

<http://ebtk.co.uk/resources/stats/click.php?c=2636&e=7&o=9492&url=https%3A%2F%2Fwww.dropbox.com%2Fs%2F7xma6wo8577sgb9%2FEngagement%2520Matters%2520Dec%252017.pdf%3Fd1%3D0>

### **5. How much of your area is built on?**

The BBC has created an interesting map that shows how much land in every council area of the country has been built on, and how it compares with the national averages.

You can access the map on the BBC website at;

<https://southandvale.us8.list-manage.com/track/click?u=33bec1cf8b5523ad47c7183a0&id=7da03130c1&e=eda6ce4f57>

### **6. Broadband update**

Little Wittenham, and Waterperry are among the latest villages getting improved broadband services as part of the Better Broadband for Oxfordshire project, which we're helping to fund in both districts. If you'd like to know more, see the update for South.

<http://ebtk.co.uk/resources/stats/click.php?c=2636&e=7&o=9492&url=https%3A%2F%2Fwww.dropbox.com%2Fs%2F2pd66sgw1uyi3od%2F171208-OXF-REP-South%2520Oxfordshire%2520Phase%25202%2520update.docx%3Fd1%3D0>

### **7. New project to help people with diabetes**

We are supporting a new countywide project to help people with diabetes to be more active and we'd like your help to spread the word.

Go Active Get Healthy aims to help the 28,000 people in Oxfordshire who are registered as having diabetes.

Adults with diabetes can sign up to receive coaching sessions, subsidised activities and advice on managing their condition.

You can find out more information and people can sign up on the Get Healthy Oxfordshire website.

<http://ebtk.co.uk/resources/stats/click.php?c=2636&e=7&o=9492&url=https%3A%2F%2Fwww.getoxfordshireactive.org%2F>

### **8. Support for athletes**

Budding athletes in your area could benefit from up to £1,250 of funding thanks to our leisure partner GLL.

The GLL Sport Foundation could also provide support for athletes with training membership access to more than 300 venues across the UK and give them access to physio and injury rehabilitation.

Athletes can apply via the GLL Sport Foundation website until 20 February.

<http://ebtk.co.uk/resources/stats/click.php?c=2636&e=7&o=9492&url=http%3A%2F%2Fwww.gllsportfoundation.org%2F>

### **9. Work experience 2017 Reminder**

Since January 2017 we have provided work experience for 39 students and young people to learn about how we work and gain some new valuable skills. Every single one of them said in their feedback that they enjoyed their placement and that they would recommend it.

The students and young people worked with teams right across the council as well as at Cornerstone and The Beacon.

We currently have opportunities for work experience for year ten students during term time for 2018 and, during February half term, other art workshop projects at Cornerstone, so if you know of any schools or young people who might benefit, or if you want more information on our work experience programme, contact Karen Tolley.

#### **10. Rail vision and consultation - Reminder**

Strategic vision for our railways

The government is setting out a vision for the country's railways, which is likely to have an effect on our districts - you can read more about it here.

[https://southandvale.us8.list-](https://southandvale.us8.list-manage.com/track/click?u=33bec1cf8b5523ad47c7183a0&id=bd2cbe2854&e=eda6ce4f57)

[manage.com/track/click?u=33bec1cf8b5523ad47c7183a0&id=bd2cbe2854&e=eda6ce4f57](https://southandvale.us8.list-manage.com/track/click?u=33bec1cf8b5523ad47c7183a0&id=bd2cbe2854&e=eda6ce4f57)

#### **11. Great Western Railway consultation**

The Department for Transport is also setting out its proposals for improving train services on the Great Western rail network after the current franchise with GWR ends. They are running a consultation to help identify passengers most pressing priorities for improvements from 2020 onwards.

You can download the proposals here.

<https://www.dropbox.com/s/n6ho0yozhaqyv8i/great-western-rail-franchise-consultation-web.pdf?dl=0>

You can respond to the consultation here.

[https://southandvale.us8.list-](https://southandvale.us8.list-manage.com/track/click?u=33bec1cf8b5523ad47c7183a0&id=6b0a5a983b&e=eda6ce4f57)

[manage.com/track/click?u=33bec1cf8b5523ad47c7183a0&id=6b0a5a983b&e=eda6ce4f57](https://southandvale.us8.list-manage.com/track/click?u=33bec1cf8b5523ad47c7183a0&id=6b0a5a983b&e=eda6ce4f57)

You will need to submit your comments by 21 February next year.

#### **12. South Oxfordshire Business action plan launch**

We've officially launched the South Oxfordshire Business and Innovation Strategy Plan 2017 to 2020 to support and boost the wide variety of businesses in our area.

The plan has four main actions:

introducing superfast broadband

helping businesses to find sufficient space to allow their organisations to grow and succeed

supporting businesses with skills and employment issues

improving business support and communication

Full details on the action plan can be found here on the SO Business website.

[http://ebtk.co.uk/resources/stats/click.php?c=2636&e=7&o=9492&url=http%3A%2F%2Fwww.so-](http://ebtk.co.uk/resources/stats/click.php?c=2636&e=7&o=9492&url=http%3A%2F%2Fwww.so-business.co.uk%2Fbis-strategy-action-plan-2017-2020%2F)

#### **13. Our food waste trucks need a name – vote now!**

Southern Oxfordshire residents are being invited to vote for their favourite names put forward by local schoolchildren for a new fleet of food waste recycling trucks.

Whether it's Chomper Charlie, Green Gretil or Banana-Munch Bob, names suggested by primary pupils in South Oxfordshire and Vale of White are out for public vote.

Residents are being asked by South Oxfordshire and Vale of White Horse District Councils to choose their top three out of ten names whittled down from dozens thought up by local children.

The most popular will be printed onto the two districts' new food waste trucks and residents will see them out and about on the roads carrying out weekly food waste collections.

The children whose suggested name gets the most votes in South Oxfordshire and Vale will scoop £150 book tokens for their school and a swimming pass for their family.

It's quick and simple to vote at: · South Oxfordshire: [southandvale.gov.uk/namethatruck](https://southandvale.gov.uk/namethatruck)

Cllr Tony Harbour, South Oxfordshire District Council's Cabinet Member for waste and recycling, said: "The food waste trucks are brand new and we wanted to do something to celebrate this while having a bit of fun too. Getting school children involved in the names has been a great way to help spread the recycling message. We're really impressed with all the suggestions and hope residents will support them by voting."

Residents can also look out for how to vote on the councils' social media channels:

Twitter: @South Oxon

Facebook: [www.facebook.com/southoxfordshire](http://www.facebook.com/southoxfordshire)

Voting will close on Friday 16 February.

#### **14. Residents asked to talk rubbish**

We've joined forces with all the councils across Oxfordshire to ask residents how they think we can recycle more and create less waste.

The consultation is open until 18 February - the results will help us review the joint countywide waste strategy, which sets out the county's shared priorities for waste and recycling until 2030.

The county council will publish the results in July and any actions arising from the consultation will be approved by all councils over the summer. We will adopt any changes relevant to us later this year.

You can complete the online survey via [www.recycleforoxfordshire.org.uk](http://www.recycleforoxfordshire.org.uk).

#### **15. Hotels still failing to challenge potential Child Sexual Exploitation**

Hoteliers in South Oxfordshire are still failing to spot the dangers of child sexual exploitation (CSE), a recent test operation has revealed.

Last month, South Oxfordshire and Vale of White Horse District Councils worked with Thames Valley Police to carry out a series of tests to check whether hotel staff recognise the signs of CSE and understand what action they need to take if they suspect there's a problem.

The operation ran over two nights covering 12 hotels in southern Oxfordshire. The test involved a police officer in plain clothes attempting to book a double room while accompanied by a 14-year-old girl with no identification.

To pass the test, the hotels should have refused the booking and called the police. Six hotels accepted the booking, potentially allowing a serious crime to take place and putting a child at risk of being sexually exploited. While the other six refused the booking, they did not call the police. The results of the CSE test are a slight improvement from a previous operation that took place in June when nine out of 12 hotels accepted the booking.

Following the June operation, 'Hotel Watch' – a scheme which sees police, councils and hotels sharing information, arranged for hotels and B&Bs to take part in awareness training delivered by the Oxfordshire Safeguarding Children Board's 'Kingfisher' team. Following the latest results more training sessions are planned in 2018 to help raise awareness of what staff need to be aware of.

In the most recent operation the hotels that accepted the booking were also tested to see if they would allow the girl to buy alcohol. Two premises failed to ask her for ID and subsequently served her an alcoholic drink. As a result, those two premises have since attended a meeting with the district councils' licensing team and improvements have been implemented.

Cllr Elizabeth Gillespie, Cabinet Member for Community Safety at South Oxfordshire District Council said: "While there was some improvement from the previous operation it is extremely concerning to see that several hotels are still not challenging someone who could be putting a young person in serious danger."

Sgt Steve Bobbett from Thames Valley Police, said: "As the TVP lead during this operation I was disappointed at the level of failure, especially since we had run the operation earlier. There were some repeat failures which was particularly disappointing. On the positive side, a number of establishments had attended training and implemented safeguarding procedures.

"This is potentially exposing young and vulnerable victims to very serious abuse and we must do all we can to safeguard these potential victims. These hotels may be the last point for safety for these victims and the industries co-operation and awareness is key in helping us all to deal with this."

"We will be running further operations during the course of the year and will be looking to highlight both good work as well as challenging repeat failures."

If you are in the hospitality industry and see something suspicious, always say something, to your manager, or the police by calling 101. In an emergency always dial 999.

If you are a hotel interested in future training, please email [communitysafety@southandvale.gov.uk](mailto:communitysafety@southandvale.gov.uk)

For more information on the safeguarding of children and vulnerable adults

visit [http://www.barnardos.org.uk/what\\_we\\_do/our\\_work/sexual\\_exploitation/about-cse/](http://www.barnardos.org.uk/what_we_do/our_work/sexual_exploitation/about-cse/)

## **16. New Heads of Service**

The following Heads of Service have been appointed effective from the 5th February: -

Head of Corporate Services – Adrianna Partridge

Head of Development and Regeneration – Suzanne Malcolm

Head of Housing and Environment – Liz Hayden

**8. OPEN FORUM** The Chairman closed the meeting at 8.12pm to allow questions and comments from members of the public present. Prof R Wild spoke on behalf of 51 residents, outlining concerns regarding NP Sites 6, 7 and 8 (New Rd) and 27 (Mill Lane). Much of the recent discussion on the website Forum has been about whether 6 and 27 are brownfield or greenfield. We disagree with the NP interpretations on this but will not argue this further as we do not think it is an appropriate basis for determining the future of an important part of the village.

We believe that the replacement of the of seven unused, derelict buildings and other structures on the 5200 sq. m old farm site (part of site 27) would provide considerable 'planning gain'. We do not believe that this would lead to the development of the open field part of site 27, as that would be cut off and with no direct access. The use of a 'development boundary' as intended elsewhere would further protect the site. The risk is no greater than the risk of development on sites 7 and 8 spreading further.

We believe that the development of greenfield sites 7 and 8 would be inappropriate and is unnecessary. It would be contrary to the wishes of residents and to one NP objective. These are 'reserve' sites and to include them in the NP in effect tells developers that they are areas that the community considers appropriate for development. Thus, they would never be safe. If sites not included in NPs elsewhere fall to developers, what chance is there for two sites that are included even as 'reserves'?

Planning applications for site 6 have twice been refused, because of adverse impact on a rural area, threat to the unmade private road, and loss of green area outside the village. The PC objected to the recent application.

Development of sites 7 and 8 would have the same effect, but on a far larger scale. We consider the sacrifices required for the development of these 3 sites would be unacceptable. It would be far too high a price to pay, when it is not necessary.

Given (as we now know) that the majority of the 33-house target of the NP can be contributed by developments already approved or completed, plus the availability of at least one large alternative site, we believe that it should not be necessary to sacrifice important green space, damage a rural area of considerable amenity value and create a new through traffic route between the village and the A4155. To make more sites available than necessary to achieve the required number of properties plus some small contingency, will encourage SODC to increase their requirement on Shiplake now or in future.

A request was made for the PC to intervene and try to find a compromise. Mr C Elliott strongly supported the views of Prof Wild, highlighting the effects on the safety of children playing in and around sites 6,7,8 if they were to be developed with increased traffic flow. Mrs S Prideaux -Turner and Mr and Mrs Stone on behalf of New Road Residents Association also strongly supported these views. Mr P Boros Chairman of NP steering group defended NP position however with strong feelings on both sides and as the conversation became adversarial the Chairman intervened. Mr Morris and Ms Rackham owners of the Plowden again made a strong plea for Council to consider halting application to register the Pub as an ACV. The Chairman closed the open forum at 9.19 pm and resumed the meeting.

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

1. Minutes from the meeting ref Reading 3<sup>rd</sup> Bridge circulated by email

2. Chelford House update from C Webster case manager. I had spoken to both the owners of Chelford house, and the developer's agent last week. I believe the developer still owns one of the properties. I am just waiting on the agent to get back to me. He advised he would be speaking to both parties to work toward an appropriate resolution.

I've sent over an email today to see if anything has been achieved. I'll get back to you by the end of the week, or sooner if the agent responds quickly.

Kind Regards,  
Corey Webster

## **10. PLANNING**

## The Planning Working Group submit the following recommendations

### APPLICATIONS

1. Application Type (see definition over): Minor Proposal: Erection of a three-bay car port to serve new dwellings approved by P15/S3709/FUL and P17/S1948/FUL. Address: Land to rear of The Gables Station Road Lower Shiplake RG9 3JR. **NO STRONG VIEWS**
2. Application Reference: P18/S0222/HH (Householder) Ms H Munson Application Type (see definition over): Other Proposal: Erection of two storey extension, single storey extension, alterations and garage. Address: Fairwinds New Road Lower Shiplake RG9 3LH. **NO STRONG VIEWS**
3. Application Reference: P18/S0178/FUL (Full Application). Mr Steven Watkins Application Type (see definition over): Minor Proposal: Subdivision of dwelling to form two dwellings Address: The Springs Mill Road Shiplake RG9 3LN. **NO STRONG VIEWS**
4. Application Reference: P18/S0104/FUL (Full Application) Application Type (see definition over): Major Proposal: New Boat House (Revised application to replace approved application P16/S3455/FUL dated 16 jan 2017) Address: Shiplake College Reading Road Shiplake RG9 4BW. **NO STRONG VIEWS**
5. Application Reference: P17/S4454/FUL (Full Application) Mr & Mrs BC and RM Moore Application Type (see definition over): Minor Proposal: Demolition of existing single storey house and garage and construction of two new three storey houses and garages Address: Dulverton Reading Road Lower Shiplake RG9 3JN. **RECOMMENDATION REFUSAL**
6. Application Reference: P18/S0089/HH (Householder) Tim Verran Application Type (see definition over): Other Proposal: Proposed chimney to rear of property. Address: Brackendale Crowsley Road Lower Shiplake RG9 3JT. **NO STRONG VIEWS**
7. Application Reference: P17/S4482/FUL (Full Application) Mr Adam Kean Application Type (see definition over): Minor Proposal: Creation of access with gate off Reading Road, Shiplake into plot south of Tower House, Reading Road, Shiplake, RG9 3JN. Address: Land south of Tower House Reading Road Lower Shiplake RG9 3JN. **RECOMMENDATION REFUSAL**
8. Application Reference: P18/S0038/FUL (Full Application The Cottage Shiplake Ltd) Application Type (see definition over): Minor Proposal: New 6th form cafe with two classrooms on first floor over Address: Shiplake College Reading Road Shiplake RG9 4BW. **RECOMMENDATION NSV**
9. Application Reference : P17/S3024/FUL (Full Application) Application Type (see definition over) : Minor Amendment : No. 3 - dated 18th December 2017 Proposal : Erection of a detached 4-bedroom dwelling with detached garage and a detached 5- bedroom dwelling with integral garage, following the demolition of the existing dwelling and coach house (application form, position and appearance of dwellings and details of driveway alterations revised as shown on amended plans and supporting documents received 18th December 2017). Address: Christmas Cottage Crowsley Road Lower Shiplake RG9 3JT. **RECOMMENDATION CONTINUED REFUSAL.**

The recommendations were approved on a motion proposed by Mr D Pheasant and seconded by Mr F Maroudas.

### DECISIONS

10. Application No: P17/S2985/FUL Application proposal, including any amendments: Demolition of existing dwelling and erection of replacement dwelling (amendment to planning permission P15/S3912/FUL). Site Location: Willows Reach Mill Lane Shiplake RG9 3LY. **PERMISSION GRANTED**
11. Application No: P17/S4067/FUL Application proposal, including any amendments: Variation of condition 2 of planning permissions P14/S1750/FUL, P17/S0244/FUL and P16/S0345/FUL. Erection of two residential dwellings and demolition of existing building forms Site Location: Collingwood Baskerville Lane Lower Shiplake RG9 3JY. **PERMISSION GRANTED**

12. Application No: P17/S4086/HH Application proposal, including any amendments: Orangery extension to rear and side of existing dwelling. Extension to front of garage and conversion into new annex including home office and toilet. Site Location: Holly Lodge Cottage Reading Road Lower Shiplake RG9 3JN **PERMISSION GRANTED**

Applications not yet reviewed

Application Reference: P18/S0260/FUL (Full Application) The Air Group Ltd c/o Agents

**OTHER**

1. A further FOI request has been received from Mr G Forster, Council agreed for the Clerk to produce a response answering the queries raised **ACTION: Clerk.**
2. Saffrons Planning Committee The Chairman will be attending **ACTION: Chairman**
3. Retirement Village Appeal Response. The Chairman to draft a response **ACTION: Chairman**
4. Plowden Arms.ACV Council again discussed the proposal in the light of the requests from the owners. On a motion to suspend the application Council voted 5 votes in favour and 1 against.

**11. FINANCIAL MATTERS.**

1. The following payments require approval

R V Hudson – salary January	109.17	102658	344.94
R V Hudson – expenses, office allowance.January	110.17	102659	120.70
Inland Revenue – clerk’s tax January	111.17	102660	229.87
Oxfordshire CAB (Grant)	112.17	102661	250.00
CPRE (Subscription)	113.17	102662	36.00
SODC (Dog Bin Servicing)	114.17	102663	12.56
Kirkham Landscape Planning Ltd (NP)	115.17	102664	3990.00
Stratford on Avon DC (NP residents survey	116.17	102665	4140.00
Broadband	117.17	DD	39.00

Month Accounts /Payments approved on a motion proposed by Mr T Taylor and seconded by Mr F Maroudas

2. Budget vs actual January 2018 YTD approved on a motion proposed by Mr T Taylor and seconded by Mr F Maroudas.
3. Bank Reconciliation January 2018 approved on a motion proposed by Mr T Taylor and seconded by Mr G Davies.
4. Internal Control process to be improved. Clerk to set up FWP meeting to discuss
5. Update on new accountancy software package trial. Clerk to set up FWP meeting to discuss

**12. MATTERS FOR CONSIDERATION.**

**107/18 HIGHWAY MATTERS.**

1. Mr Head requested the Clerk to contact Mr D Bartholomew for update on 1) the reinstatement of the verges in Memorial Avenue **and** 2) the replacement of the Wig Wag sign.
2. A request has been received from County to nominate a volunteer to liaise directly with contractors regarding fix my street issues .C/F to March meeting

**108/18 RECREATION GROUNDS/OPFA**

1. Badgers Walk -.Mr M Leonard reported that a contractor is needed to maintain the general condition of the playground. Mr G Davies has offered the services of a groundsman from the college to attend for four hours a month at a monthly cost of £50 Council approved the proposal
2. The Clerk is still awaiting an estimate for wet pour safety surface from Creative Play
3. Memorial Hall. Mr G Davies reported that the gate post has been broken again. Council agreed for the College groundsman to

**109/18 FOOTPATHS**

**110/18 SHIPLAKE – DEVELOPMENT OF FACILITIES.**

R D Pheasant presented an update on the NP

**NEIGHBOURHOOD PLAN(NP) UPDATE – February 2018**

**Status at January Council Meeting**

NP delayed due to possible SODC requirement for a Strategic Environmental Assessment (SEA) in accordance with EU requirements. Residents informed of delay, with revised delivery date subject to the SEA requirement awaiting outcome of SODC's scoping exercise. Updates to website providing more information for residents to access on the NP. Project expenditure within budget and 'Shared Space' consultancy project approved (£6,000).

### **Developments since January Council Meeting**

1. **SODC informed Shiplake SG on 19/01/2018 of requirement for SEA.** SG assessment of potential costs in region of £8,000 (unbudgeted) and timescale for delivery of up to 12 months for requisite consultancy completion. Impact of timelines for delivery of NP potentially severely impacted and timing of decision precluded availability of government grants (up to £9,000) via Locality initiative. Following extensive research and subsequent online/conference calls, fact finding and qualification procedures, Locality consultants (AECOM) to recommend to 'approval committee' that Shiplake NP qualifies for Technical Support Assistance to deliver the SEA. Likely +ve decision expected very soon. AECOM were impressed with our approach to date, supporting information and the progress made in the past year. **AECOM would provide the consultancy for the SEA and also agreed that we should request support to provide a Policy and Evidence Base Review plus a Health Check on the intended plan prior to submission.**

(**Note:** Technical Support Assistance is provided without charge - no impact on NP expenditure - and review of our plan and SEA requirements suggests possible delivery timeline of project in 12 weeks.)

2. **Resident Survey Final Report with full analysis of 5,300+ comments now on the website** with limited 50 copies available via local shops and pubs. Distribute hard copy more widely?
3. **Further additions to NP page on website not least in response** to concerns of 42 New Road residents, including extended use of the Forum facilities. Also, SG will upload NP Updates to parish council meetings as soon as possible after council meetings – days rather than weeks.
4. **Outcome of periodic review of SG's progress on policies and procedures** with SODC's Neighbourhood Plan team: it was agreed that when the NP is ready for consultation a meeting be held for all residents to attend and question the SG and parish council on the recommendations of the plan. If possible and appropriate, SODC may also attend the meeting. Otherwise it will be residents only and all questions will have to be pre-submitted to enable the SG to ensure answers are as comprehensive as possible and that all residents have the opportunity for their questions to be answered.

### **Expenditure**

Assuming SEA is delivered on basis of no project costs incurred, then overall expenditure projected to be within Budget. More details provided after full reconciliation of costs.

### **Current Action Points/Requirements:**

1. The SG registers its objections to the Retirement Village development and as individual residents. Liaise with parish PWG as to key messages and communication with residents.
2. Initiate SEA consultancy if Locality confirm AECOM undertaking project at no cost. If not review position, seek alternative consultancies and council approves additional expenditure.
3. Based on 2 above, revise plan.
4. Inform residents of changes to delivery plan based on outcome of 3 above.
5. Update on minor changes to recommended sites in context of site recommendations and Guide Development Boundaries (GDB's)
6. Finalise Landscape Character Assessment Study re Green Gaps etc in context of NP
7. Confirm 'Shared Space' selected consultancy – Phil Jones Associates. Supplier Evaluation Summary copied to Parish Clerk.

### **Future Considerations Post Approval of Shiplake's Neighbourhood Plan**

1. Government enabling legislation for changes to Neighbourhood Plan boundaries will be provided. Discussions with SODC Neighbourhood Planning advise that the process will likely take a considerable amount of time and that we continue to proceed with our plan on basis of current boundaries engaging, as appropriate, with Henley and Harpsden councils and the JHHNP Steering Group, probably when they update their own neighbourhood plan.
2. Implementation, Responsibility & Governance of neighbourhood plan continue consistent with recommendations in the submitted plan.

### **Summary of Current Budget & Expenditure.**

Note: Details to be provided to Parish Clerk.

### **No of houses in NP based on recommended Sites and Guide Development Boundaries**

1. Sites on SODC's 'Radar Screen' – proposed by developers – as referenced in web article.
2. Proposed new Green Gap Guide Development Boundaries (GDB's). Click on link below to see slide 17 of Open Exhibition

3. Candidate and Shortlisted Development and Reserve Sites proposed by Shiplake NP Steering Group, approved by PC and subsequently positively received at Open Exhibition - minor adjustments made. Click on the link below to access the Open Exhibition slides 19 & 21 <https://www.dropbox.com/s/b4rxtlymc3yk6f4/storyboards%20reduced.pdf?dl=0>
4. No. of houses possible based on recommendations: Min. 33 to meet min 5% Local plan Requirement

Site	Min	Max	Cum Min	Cum Max	
Shiplake Motors	7	8	7	8	
Off New Road	2	2	9	10	
Shiplake Farm	10	14	19	24	
New Road (Site 6)	4	6	23	30	
College 43 & 44	9	11	32	41	
New Road (Site 7)	4	4	36	45	Reserve Site
New road (Site 8)	5	5	41	50	Reserve Site
Reading Rd (Sites4/5)	4	6	45	56	Reserve Site

Note: To date estimated no. of houses built or approved to be built in NP timescale = 17

### **111/18 ENVIRONMENTAL MATTERS/AONB**

### **112/18 S.O.D.C.**

### **113/18 OCC**

### **114/18 O.A.L.C. /O.R.C.C.**

1. 2018 OALC Members Latest update circulated by email

### **115/18 MEMORIAL HALL**

### **116/18 CHILTERN SOCIETY/CPRE**

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

### **117/18 DEFRA & OTHER GOVERNMENT CORRESPONDENCE**

### **118/18 TOWNLANDS & OXFORDSHIRE PCT.**

### **13 CORRESPONDENCE**

**1.** Correspondence form Eddy Ryder response form Mr D Pheasant. All, I have forwarded to np2017@shiplakevillages.com for a response, which should be referenced by PC in its response to Eddy, duly noted at next PC meeting. David

**2.** Letter from Shiplake residents already circulated by email

Dear Tudor

Neighbourhood Plan proposed site No 6, adjacent to Ridgeways, New Rd.

The Parish Council objected to planning application number P16/S3778/O for this site. The objection was made both formally and persuasively in person by the Chairman at the Planning Committee meeting in Didcot. As a result, the application was overwhelmingly rejected by the Planning Committee, but is now subject to Appeal.

Eight very good and clear reasons were given by the Parish Council for objecting to the application: [http://www.southoxon.gov.uk/ccm/support/dynamic\\_serve.jsp?ID=822753047&CODE=24A5356D7A2936A7ADD6E9ED0778D086](http://www.southoxon.gov.uk/ccm/support/dynamic_serve.jsp?ID=822753047&CODE=24A5356D7A2936A7ADD6E9ED0778D086) This site has now been selected as a preferred site for development in the draft Neighbourhood Plan. There have been no changes affecting the site. All original reasons for objection therefore remain valid.

A significant group of residents seek confirmation from the Shiplake Parish Council that it will maintain its objection to development on this site and thus reject its inclusion in the Neighbourhood Plan.

To save the Parish Council's time, I would be happy to share your response with all the residents listed below who actively support the request for the Parish Council's confirmation on this issue.

We look forward to hearing from you shortly.

Micky Denehy

**3.** Communication from Oxfordshire Clinical Commissioning Group re Consultation on locality plans circulated by email

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

There being no other items of interest the Chairman closed the meeting at 10.37pm

R.V. Hudson.  
Clerk to the Council.

23/02/2018