

**MINUTES OF THE ANNUAL GENERAL MEETING OF SHIPLAKE PARISH COUNCIL HELD
IN SHIPLAKE MEMORIAL HALL ON MONDAY MAY 14th, 2018 AT 7.45 PM.**

- 1. PRESENT:** Mr T Taylor (Chairman). Mr R Head, Mr D Pheasant, Mr R Curtis, Mr F Maroudas Mr D Bartholomew (OCC), Mr W Hall (DC) Mr P Harrison (DC) Dr S Mann and Miss A Manning,
APOLOGIES G Davies and M Leonard 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 F Maroudas and seconded by Mr D Pheasant Members unanimously approved Mr T Taylor as Chairman. The Chairman announced that after many years of service to the Community Mr Malcolm Leonard would not be standing. On behalf of the Council and residents of Shiplake Mr Taylor thanked him for his many, many years of dedicated community service .and wished him a long and healthy retirement.

On a motion proposed by Mr R Head, Seconded by Mr F Maroudas. 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: Dr S Mann proposed by: Mr T Taylor, seconded by: Mr D Pheasant. Members Mr T Taylor, Mr D Pheasant Mr F Maroudas and Mr Curtis.

Grants and Finance: Chair Mr F Maroudas: proposed by Mr T Taylor and seconded by Mr R Head
Members: Mr T Taylor, Mr G Davies and Mr F Maroudas.

REPRESENTATIVES ON VARIOUS COMMITTEES.

Memorial Hall: Mr T Taylor. Proposed by: Miss A Manning, Seconded by: Mr D Pheasant

Badgers Walk Playground: TBC

Memorial Hall Playground: Mr G Davies: Proposed by: Mr T Taylor Seconded by: Dr S Mann

Shiplake C. E. School: Mr G Davies Proposed by: Mr T Taylor Seconded by Dr S Mann.

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

- 3. DECLARATIONS OF GIFTS & INTEREST.** Councillors were given the opportunity to declare any gifts or interest in any item on the Agenda. Mr R Curtis and Mr D Pheasant declared an interest in PA for Siplak House and signed the register.
- 4. MINUTES OF THE MEETING OF SHIPLAKE PARISH COUNCIL HELD ON WEDNESDAY APRIL 4th 2018** were approved on a motion proposed by Mr R Head and seconded by Mr R Curtis.
- 5. MATTERS ARISING FROM PREVIOUS MEETINGS**

1. Planning enforcement response to Chelford House. Message received “Good afternoon, I am emailing to update you on the decision of developers and owners. They will not be applying for permission for the fence as it stands. I had hoped to discuss the final action we will take, if any, with my team leader. She has been unwell however, and I will now be on leave until the 8th May. Once returned we now have a decision to make, and I will update you once we do. Council found this response unsatisfactory and the Chairman agreed to write a strong letter. ACTION: Mr T Taylor
2. APM 2018 date has been decided. Wednesday 23rd May 2018 at 7.30pm (tbc)
- 3) GDPR Government have announced that there is no requirement on Parish Councils to appoint a Data Protection Officer. Mr R Curtis pointed out that parish Minutes and other parish documents should be kept under lock and key. Clerk to ascertain feasibility and necessity of this as it is impracticable.
- 4) Councillor emails Several Councillors reported that they are having great difficulty setting up the new Council emails. Clerk requested to contact Gareth Jones and Oxford It to rectify the situation.

6. POLICE MATTERS.

1. PCSO Ruth Hands. Has moved on and is now Town Centre based. The following is a link which shows incidents/crimes that have happened in the Henley/Shiplake area.
<https://www.police.uk/thames-valley/N379/crime/>
2. The new neighbourhood sergeant Neil Anns is trying to set up a local forum Please allow me to introduce myself as the new Neighbourhood Sergeant for Thame and Henley. I have been on the team for 6 weeks now and having undertaken a review of our work, I am looking to scope the viability of changing the way we consult, work and problem solve with partners. At present we have 22 Parish councils, district councillors and county councillors; with our reduced budgets and consequent reduced resources, I am keen to look at how we can better work together. Clerk requested to contact Sgt Anns and notify them that a Councillor will attend if possible once dates are known. ACTION: Clerk

7. O.C.C. Cllr D Bartholomew

REPORT TO SHIPLAKE PARISH COUNCIL MAY 2018

GENERAL OCC REPORT

1. COUNTY COUNCIL'S FIRST THOUGHTS ON OXBRIDGE EXPRESSWAY

As the highways authority, OCC was asked for its views on the proposed Oxford to Cambridge Expressway. The submission says that until Highways England publishes a preferred route OCC cannot make a formal response on the proposal. Key points from OCC's initial response to Highways England sent in April 2018 are:

OCC welcomes the further development work and engagement taking place on the Expressway project and the opportunity to give views to Highways England. However, at this stage, OCC is not able to indicate a corridor preference, given that the technical and other supporting work required to inform the decision on a preferred corridor is not yet complete.

OCC supports the strategic objectives and purpose of the Expressway project, recognising the opportunity it brings to support and enable growth and development, enhance connectivity and take forward innovation and smart technology. However, following detailed discussion on the project between officers and members, there are some important principles which, in addition to the published assessment criteria, should be integral to the corridor selection and decision-making process. In Oxfordshire, these include:

1. Ensuring that the Expressway corridor does not increase pressure on the existing, already overstretched strategic highway network. Specifically, the Expressway must not use the section of the A34 through central Oxfordshire. This section is where the A34 currently operates as both a regional/national strategic route and a local distributor route (forming part of the Oxford Ring Road) and it is essential that the new Expressway infrastructure provides a completely separate strategic route to avoid this conflict of use;
2. Ensuring that the Expressway corridor minimises the impact on the existing highway network, i.e. it should not use existing local road networks or draw significant strategic traffic directly into local road networks / highway infrastructure which would not be able to cope – the ring road around Bicester for example;
3. Ensuring that the Expressway is developed separately alongside locally planned highway enhancements such as Culham river crossing.

Further information is available from the Highways England website.

2. ADDITIONAL NEW POTHOLE FIXING MACHINE

OCC and contractors, Skanska, have taken delivery of another Dragon-Patcher which uses a combination of compressed air, heat, bitumen and chippings to repair potholes. This means that there

are now two machines working full-time in the county with another being shared with Peterborough and Cambridgeshire. Because it can repair a number of holes at the same time, and much faster, a Dragon-Patcher can carry out repairs far more cheaply than before. A typical Dragon-Patcher repair costs just under £14 whereas one fixed using conventional methods on a non-rural road costs about £60. On a good day a Dragon can repair 200 potholes; that, combined with the low road repair costs, means that the investment is a sound one. More work is done, and more money is saved so that it can be put into resurfacing. The Dragon also carries out preventative work by sealing cracks in the road surface that would otherwise let in water and eventually turn into more potholes. In the past year, OCC's own machine, along with the shared Dragon, has fixed over 21,000 potholes. It is expected that the new one, over the next twelve months, could fill up to 14,000 more.

3. RESIDENTS WEIGH IN OVER HGVS ON RURAL ROADS

Villagers throughout Oxfordshire are working with the county council's trading standards team to police the scourge of heavy lorries ignoring weight limits on rural roads and bridges. And three out of the four most recent prosecutions in Magistrates' Court have come about after members of the public reported the drivers and their vehicles to the council. OCC enforcement officer Simon Mitchell said: "While we and the police do actively patrol hotspots, our partnership approach with residents is proving very successful. "Since February 2016, there have been 100 prosecutions for breaching weight restrictions brought by Oxfordshire Trading Standards resulting in £55792.50 in fines. A further 57 more cases are under active investigation. In total 660 formal warning letters have also been issued to HGV drivers as a result of investigations into the 454 public reports, 157 vehicles seen by patrolling Trading Standards officers and 460 vehicles recorded by the ANPR camera at Newbridge.

4. CARE WORKER RECRUITMENT CAMPAIGN ATTRACTS DOZENS OF APPLICANTS

A recruitment drive to encourage more people in Oxfordshire to consider a career as a care worker has attracted more applicants in just five months as in the previous two years. The campaign - 'Make a difference every day' - features a number of real life care workers, already supporting people across the county, talking about the rewards of the job and why they would recommend the job to others. The Oxfordshire Association of Care Providers (OACP) website received 84 applications for a variety of care work roles between mid-November 2017 and the end of March 2018, compared with 66 applications in the two years between November 2015 and October 2017. A total of 107 new job seekers registered on the site between November 2017 and the end of March 2018, compared with 101 from October 2015 and October 2017. And around 130,000 people have looked at recruitment adverts on Facebook since the campaign launched. Oxfordshire currently has around 14,200 people working in adult social care. But the county's ageing population is growing at twice the average, so there is an urgent need for more caring, friendly and reliable care workers to support older, frail people in their own homes, in nursing and residential homes or in community hospital settings. According the latest workforce survey by OCC and Oxford Health Foundation Trust (OHFT), nine out of 10 care workers say they are proud of the work they do.

5. COUNCIL PROBES THAMES WATER'S OXFORDSHIRE RESERVOIR PROPOSALS

A series of questions have been raised by OCC about Thames Water's plans to build a huge new reservoir to the south of Abingdon between Steventon and Marcham. The council's cabinet was asked to endorse a response to Thames Water's consultation on the idea – which is part of its wider strategy for the South-East of England in coming decades. The company's Draft Water Resources Management Plan proposes a new reservoir near Abingdon which will not only support the forecast needs of the

Thames Water area but also some of the needs of the wider South-East. In response to the consultation the council has asked for more detail on Thames Water's calculations for growth in population and water usage for coming years that underpin the reservoir proposal. The council has also asked how much of the water from the reservoir would be sold to other water companies. A report to councillors also urged Thames Water to speed up their programme of leakage reduction' to 'delay the need for a reservoir as long as possible' as well as pointing out that there is a 'lack of clarity on whether potential sites have been assessed across the South East region'.

SPECIFIC REPORT FOR SHIPLAKE

6. COUNCILLOR PRIORITY FUND

As previously advised, I have a £15k fund for Highways works, which I will allocate across my nine parishes in relation to parish size. In respect of Shiplake, I will provide match-funding of up to £3k. This means that if the PC identifies projects costing a total of £6k, I will meet half the cost from my fund.

7. P17/S4454/FUL - 'DULVERTON', READING ROAD LOWER SHIPLAKE RG9 3JN

The Highways officer is recommending refusal of this application on the grounds of safety risks due to poor visibility.

8. SIGNAGE AT SHIPLAKE PRIMARY FIXMYSTREET 764229

Mark Francis responded to the PC Wed 18/04/2018 08:45 in reply to Cllr Head's email of 17/04/18. On 08/05/18 I requested the clerk to recirculate the reply. I have not been advised of subsequent developments.

9. ROAD SAFETY SIGNAGE

I note that in an email to Mark Francis 10/05/2018 12:53 the PC states it will be having further discussions about Speed Indication Devices (SIDs). Mark has previously indicated in an email 13/03/18 09.07 that the OCC would not support the use of SID devices.

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

District Councillor's Report
May 2018

1. Change of Leader

Jane Murphy is now the leader of the council and her cabinet team consists of: -

Felix Bloomfield: Deputy Leader and Planning

Anna Badcock: Legal and Democratic

Kevin Bulmer: Corporate Services

David Dodds: Finance

Paul Harrison: Development and Regeneration

Lynn Lloyd: Community Services

Caroline Newton: Housing and Environment

Bill Service: Partnership and Insight

2. By-election

Richard Pullin has resigned as a District Councillor for the Benson and Crowmarsh Ward. A by-election will be held on Thursday 7th June.

3. Council Meeting

We have 2 council meetings this week. On Tuesday we have a special council meeting to consider the local plan. Then on Thursday we have the Annual Council Meeting.

4. Five Year Housing Land Supply

Good news, both councils are now meeting the five-year housing land supply required by the National Planning Policy Framework (NPPF).

All local planning authorities should have an up-to-date deliverable five-year supply. Without this there is a 'presumption in favour of sustainable development' meaning there's a much greater chance that developments that are unsuitable for an area end up getting planning permission.

In our case the recent assessment shows we have 5.4 years land supply. This will no doubt be challenged by developers both now and in the future. We will await and see what the response from appeals will be over the next few months. Gladman's are bound to challenge the figures on their appeal for housing on the border of Emmer Green.

5. Neighbourhood Planning workshop

The next workshop for neighbourhood planning groups takes place from 10am to 3pm on Tuesday 15 May. This session will help groups prepare, carry out and analyse surveys, as well ensuring they are aware of data protection and confidentiality issues.

To book a place Neighbourhood Planning Groups should call 01235 422620 or email Jessica Wilmshurst.

6. Cooking oil collected

We are now collecting cooking oil alongside food waste.

Residents just need to empty the oil into a plastic bottle (no bigger than 1 litre) then put it in inside their food waste caddy when they leave it out for collection. We will only collect from plastic bottles and will not accept oil in glass bottles/jars or any other container.

We'll be promoting this new service to residents over the coming months.

7. Thames Water consultation response

With demand for water expected to increase Thames Water has just carried out a consultation on a new Water Resource Management Plan to 2100. The plan considers a range of water supply options, including a new reservoir near Abingdon and the potential transfer of water from the River Severn to the River Thames at Culham.

Following agreement with the cabinet member for planning, we have submitted our response stating our support for the new reservoir, which could create new opportunities for sport and leisure, and asking for more information and engagement on the water transfer at Culham, should that proposal be taken forward.

8. First community lottery draw

More than 800 tickets were sold prior to the first So Charitable Lottery draw last weekend.

The first draw saw 15 people win three free tickets each and raised £430 for local good causes and supporting the voluntary sector.

9. OPEN FORUM There were no members of the public present

10. SPECIAL REPORTS-PLANNING.

11. PLANNING

PLANNING DECISIONS: ALL GRANTED

1. Application No: P18/S0926/HH Application proposal, including any amendments: Construction of a hard-surfaced tennis court with surround fencing (Supported by plan Figure 6 (ii) to show root protection measures). Site Location: Kingsley Gate House Mill Road Lower Shiplake RG9 3LX. PERMISSION GRANTED

2. Application No : P17/S3024/FUL Application proposal, including any amendments : 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 and amended arboricultural information related to the proposed driveway works received 6th February 2018 and 28th February 2018). Site Location: Christmas Cottage Crowsley Road Lower Shiplake RG9 3JT PERMISSION GRANTED

3. Application No: P18/S0104/FUL Application proposal, including any amendments: New Boat House (Revised application to replace approved application P16/S3455/FUL dated 16 Jan 2017) Site Location: Shiplake College Reading Road Shiplake RG9 4BW. PERMISSION GRANTED
4. Application No: P18/S0514/HH Application proposal, including any amendments: New pitched roofs to front dormer windows Site Location: 5 The Chestnuts Lower Shiplake RG9 3JZ. PERMISSION GRANTED

PLANNING APPLICATIONS: The planning working party make the following recommendations

5. Application Reference: P18/S0951/O (Outline) Application Type (see definition over): Major Amendment: No. 1 - dated 3rd May 2018 Proposal: Outline planning permission for demolition of all existing structures, development of B1 and/or B2 and/or D1 floorspace and required parking and servicing facilities on the south-eastern part of the site; development of up to 40 dwellings on the rest of the site; off-site highways work together with associated open space and landscaping. All matters to be reserved with the exception of access. (As clarified by additional information accompanying Agents email dated 3 May 2018). Address: Wyevale Country Gardens Reading Road Harpsden RG9 4AE see below
6. Application Reference: P18/S0932/FUL (Full Application) Application Type (see definition over): Other Proposal: Demolition of existing stable/outbuilding and build replacement 1 and 2 storey detached building as a 1-bedroom annexe to main dwelling. Address: Siplak House Station Road Lower Shiplake RG9 3NY. Applicant Mr & Mrs M & S Smith. **NO OBJECTION plus comments.**
7. Application Reference: P18/S1092/FUL (Full Application) Application Type (see definition over): Minor Proposal: Variation of condition 2 (approved plans) of planning permission P17/S2985/FUL (Demolition of existing dwelling and erection of replacement dwelling) to increase overall building height and add a window to the front and side elevations. Address: Willows Reach Mill Lane Shiplake RG9 3LY Applicant Mr Julian Glasspole. **NO OJECTION PO to review o/looking to West**
8. Application Reference: P18/S1084/HH (Householder) Application Type (see definition over): Other Proposal: Amendment to permission P15/S3713/HH - repositioning of first-floor window to approved extension. Address: Pippin Plough Lane Shiplake Cross RG9 4DD Mr Christopher Pye **NO OBJECTION but PO to confirm o/looking**
9. Application Reference: P18/S1047/HH (Householder) Application Type (see definition over): Other Proposal: Erection of two storey side extensions; demolition of single storey garage; new raised rear terrace; new permeable driveway; enlargement of roof windows serving single storey side extension. Address: Elm Cottage Mill Road Lower Shiplake RG9 3LW Applicant Mrs Dowsett **NO OBJECTION PO to review o/looking both sides and concern re impact of Juliette balcony**
10. Application Reference: P18/S0951/O (Outline) Application Type (see definition over): Major Proposal: Outline planning permission for demolition of all existing structures, development of B1 and/or B2 and/or D1 floorspace and required parking and servicing facilities on the south-eastern part of the site; development of up to 40 dwellings on the rest of the site; off-site highways work together with associated open space and landscaping. All matters to be reserved with the exception of access. Address: Wyevale Country Gardens Reading Road Harpsden RG9 4AE. **REFUSAL**
11. Wyevale P18/S0951/O

Shiplake objects to this application for the following reasons:

1. This application was fully considered and embedded in the local JHHNP and it represents a violation of that plan and the SODC Local Plan. The Shiplake position was provided as part of the JHHNP consultation and we totally support the plan outcome and its democracy and review. The Shiplake position was that it was a valuable economic B1/B2 site that could accommodate light industrial use supporting either new business activity or the relocation of existing local businesses

from the centre of Henley (and possibly other residential areas) to allow for sustainable residential housing to be built in the heart of communities. One example of this is possible relocation of Shiplake Motors to the site, thereby releasing space for smaller more affordable housing to be built in the centre of the village. (It should be noted that the proposed provision for Shiplake Motors referenced in this application is for only 500 square metres when the requirement would be for c.1,000 square metres.) Another example is the loss of the artisan workshops, as a result of development of Empstead Works (adjacent to Stuart Turner) being redeveloped for housing. We cannot keep on replacing commercial/employment sites with residential housing. **The categorisation of this site within the JHHNP is currently for commercial use and should remain so.**

2. We have had a detailed look at the financial arguments being proposed by the applicant and are concerned that they do not fully reflect the true economic position. We are particularly concerned with the valuation provided for the land, which was based on price paid and not current market value. Current market value should be based on its real value as a B1/B2 site that needs redevelopment, and which needs to be priced to reflect local market conditions. If a site is priced too high, then of course demand will fall away - we believe that a proper pricing plan would increase demand for B1/B2 usage of the site and allow for a range of new interested parties to be attracted to the site.

We are also concerned about the development/build costs which appear very inflated and we believe that the financial analysis can be challenged.

3. Has the site been effectively marketed? Following on from the previous point – has it been effectively marketed at a reasonable price. What evidence has been reviewed to show that it has been marketed properly? Has the applicant spent time working with local businesses and services to understand their needs and to offer potential solutions? Were businesses like Shiplake Motors openly welcomed to make an offer?
4. Here again is a site that is not in the settlement of Henley which it is seeking to satisfy the housing demand for. The site is some distance from the centre of Henley on Thames and the village of Harpsden. Shiplake already has 95 additional houses being built at Thames Farm – already excessive for the community amenities and from acknowledged sustainability issues; we are extremely concerned by Highway safety issues, air and light pollution, educational provisions and the creep of residential housing along the A4155 narrowing the separation between Henley and Shiplake.
5. Mr R Head suggested that Council should be proactive by recommending a unified site access to the Wyevale and Thames Farm developments when PA submitted.

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

12. FINANCIAL MATTERS.

1. The following payments require approval

Payments due to be made in	May	2018	cheque no	
R V Hudson – salary	April	7.18	102678	344.94
R V Hudson – expenses, office allowance.	April	8.18	102679	79.35
Inland Revenue – clerk’s tax	April	9.18	BACS	229.87
Mr G Walker (telephone box expenses)		10.18	102680	247.08
Shiplake Village Nursery		11.18	102681	203.74
Broadband		12.18	DD	39.00

The payments were approved on a motion proposed by Mr T Taylor and seconded by Mr F Maroudas

2. Review and Approval of AFR section 1. Council approved on a motion proposed by Mr F Maroudas and seconded by Mr T Taylor
3. Review and Approval of AFR section 2. Council approved on a motion proposed by Mr F Maroudas and seconded by Mr T Taylor
4. Approval of end of year accounts Council approved on a motion proposed by Mr F Maroudas and seconded by Miss A Manning

5. Approval of Statement of Accounts and detailed explanations Council approved on a motion proposed by Mr T Taylor and seconded by Miss A Manning.
6. Grant request for Shiplake Vikings Rowing Club no contact received from Mr K Graham item held over
7. Grant request for Shiplake Parish Churchyard Fund. Clerk to write and request clarification why diocese does not support and state whilst sympathetic to request suggest contacting local secondary school or probation service in first instance for help ACTION: Clerk
8. Grant request for Shiplake Primary School, request declined at this stage as it would appear to be funding for day to day running costs if there was a specific project Council would be supportive. ACTION: Clerk
9. Standing Orders Review reviewed May 2017 Clerk to ascertain whether revised STO need to be adopted ACTION: Clerk
10. Clerk Salary review Council approved the NALC recommendations of a salary increase for the Clerk from April 1st, 2018. The Chairman suggested the FWP meet to review the current level of salary scale for the Clerk.

13. MATTERS FOR CONSIDERATION.

13/19 HIGHWAY MATTERS. Email circulated from Mr R Head re Wig Wag sign. Council agreed to confirm acceptance of Mr M Francis proposals. ACTION : Clerk

14/19 RECREATION GROUNDS/OPFA

1. Badgers Walk -. Mr M Leonard to report on the condition of the equipment and the general condition of the playground. . Clerk reported that 3rd quotation had been received following site visit Clerk requested to confirm acceptance of this quote and look to apply for grants from District Councillors community fund and SODC ACTION: Clerk
2. Memorial Hall. Mr G Davies was not present, so no report on the condition of the equipment and the general condition of the playground.

15/19 FOOTPATHS

16/19 SHIPLAKE – DEVELOPMENT OF FACILITIES.

1. NEIGHBOURHOOD PLAN UPDATE: SEE APPENDIX 1

After some considerable discussion Council agreed to meet for an extraordinary meeting to discuss NP group proposals before next scheduled PC meeting Clerk requested to arrange meeting and venue wc 4th June 2018. ACTION: Clerk

2. Mr D Pheasant requested approval to increase expected cost of Landscape Assessment from £300 to £900 council approved on a motion proposed by Mr D Pheasant and seconded by Mr F Maroudas.

17/19 ENVIRONMENTAL MATTERS/AONB

18/19 S.O.D.C.

19/19 OCC

20/19 O.A.L.C. /O.R.C.C.

1. Latest 2018 OALC update circulated by email

21/19 MEMORIAL HALL HALL Miss A Manning reported on a number of structural changes occurring at the Memorial Hall.

22/19 CHILTERN SOCIETY/CPRE

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

23/19 DEFRA & OTHER GOVERNMENT CORRESPONDENCE

24/19 TOWNLANDS & OXFORDSHIRE PCT.

14 CORRESPONDENCE

15. ITEMS OF INTEREST OR FOR FUTURE DISCUSSION.

There being no other items of interest the Chairman closed the meeting at 10.17pm

R.V. Hudson.

Clerk to the Council.

APPENDIX 1

NEIGHBOURHOOD PLAN UPDATE:

As reported at April's parish council meeting on 04/04/2018, the agreed allocation of Thames Farm housing units changes the nature of Shiplake's NP significantly. The principle objectives, however, in producing the plan are unchanged: meet SODC's Local Plan objective of a minimum of 33 new houses for Shiplake parish; provision of more affordable housing units for younger families and down sizing opportunities for the elderly; protection of green fields and gaps between the villages and neighbouring conurbations; and provide the ability to defend the parish from speculative housing development applications, are unchanged.

The aspects that change as a result of SODC's decision that 'settlements' have primacy over parish and NP boundaries, with the resultant allocation of 95+ housing units (Thames Farm and Barns), means that Lower Shiplake (LS) now has a significant overachievement against a target of 28 houses, whilst Shiplake Cross (SC) has a target of 5 houses to meet. To date 18 new houses have been credited to LS in the Local Plan period ending 2033 and SC 2 houses. As reported at April's meeting, in this context, the green field sites 4/5, 6, 7 and 8, referenced in our plan, have been removed as proposed sites in LS.

The NP Steering Group met on 18/04/2018 to determine what other changes and appropriate recommendations need to be made and, at this late stage, how possible it is to transition the Shiplake NP and produce a revised plan with sufficient weight/consideration to defend the parish against the Retirement Village application at the September Inquiry. Alternatives suggested by SODC, involving changes to NP boundaries, were discussed and deemed not viable given the circumstances, as were any considerations involving beginning the plan again with different plan boundaries. Below is an extract from the SG meeting with decisions/recommendations made. To the question of is it possible to produce a revised plan to meet the above requirement, the answer is yes, based on the current designated NP Area. It is, however, a major challenge given the timescales and dependencies involved.

Note: Given Shiplake's NP is approved by SODC and a Govt inspector and then subsequently 'made' after resident referendum later this year, it is recommended that the parish council initiate transition of areas of Shiplake parish currently in the JHHNP to Shiplake's NP.

Proposed content of Transitioned NP – see also attached map at end of update	<u>Agreed/Votes</u>
1. Which NP boundary to use old or new	Old - Unanimous
2. If old, do we add supplement to plan for long term boundaries	Yes - Unanimous
3. GDB's Yes or no	Yes - Unanimous
4. Location of GDB's if yes	Excl 4/5,6,7,8 Unan.
5. Site allocations Lower Shiplake and reasons/evidence	Just Shiplake Motors Unanimous
6. Site allocations Shiplake Cross and reasons/evidence	2 college sites plus site 30 Unanimous
7. To note only True Green Gaps and also areas of Valued Landscape (inc Henley Green Gap if permissible) by reference to Landscape report from Kirkham	Noted by all
8. Wyevale Treatment?	Extant Alloc Unanimous
9. Mt Ida Treatment?	Extant No Alloc
10. Bolney Lane fields Treatment?	Unanimous
11. Land between Thames Farm and Woodlands Road houses?	Extant No Alloc Unanimous Extant No Alloc Unanimous
Agree Policies/Content for New NP – circulated separately.	
How to deal with transition and existing Housing Content Agreed need to keep old section on housing/allocations for audit trail - Unanimous	
Results/outputs of Evidence Base Review SM broadly happy some elements still to check. EB will review shortly	
Consultation Statement/Log (including to PC and not seen by SG) DP is now actioning/preparing this element of the document and to meet and discuss with SM.	

OUTSTANDING MATTERS & REPORT WRITING TO BE CONCLUDED:

1.	Agree Structure of New Document – Report, Appendices, Evidence, Consultation Statement/Log Agreed - Unanimous
2.	Report on results analysis of Questionnaire appx results and publication on web – Completed-DP to summarise any key issues that need to be considered in the draft NP DP will circulate a note with key themes and anything he believes may need to be part of the NP. He will also do a note to all residents as part of his regular update – Update on progress. Update to residents done, report published on web. Work to do on key themes
3.	Update on letters received and discuss any actions to be taken: 1. Savills obo Phillimore – Letter re maintaining Allocation site 30 etc Respond after this meeting has considered Agreed can advise Savills that SG supports the ongoing allocation but matter still requires PC approval
4.	Outstanding on Report Writing/Content Assembly, CAD and other plans etc - Environment and Sustainability - SEA Scoping Assessment done, consultations underway and report underway - Shared Space Feasibility- Outputs and Drafting of Report Content. - Landscape Character Assessment and Report – update in hand

	<ul style="list-style-type: none"> - Evidence Base PB drafted with SM, DP and EB for review - Projects – White gates, Shared Space, Refurb White gates at SC - Any Bio diversity proposals? See Policy written by PB. - Crossing to A 4155 as part of Shiplake Cross proposals added to policies - Policy added re Mem Hall land and the future - Delivery Strategy - Updating Plans, Photos etc - Anything else? <p>ALL to action those matters they are responsible for urgently given new time table</p>
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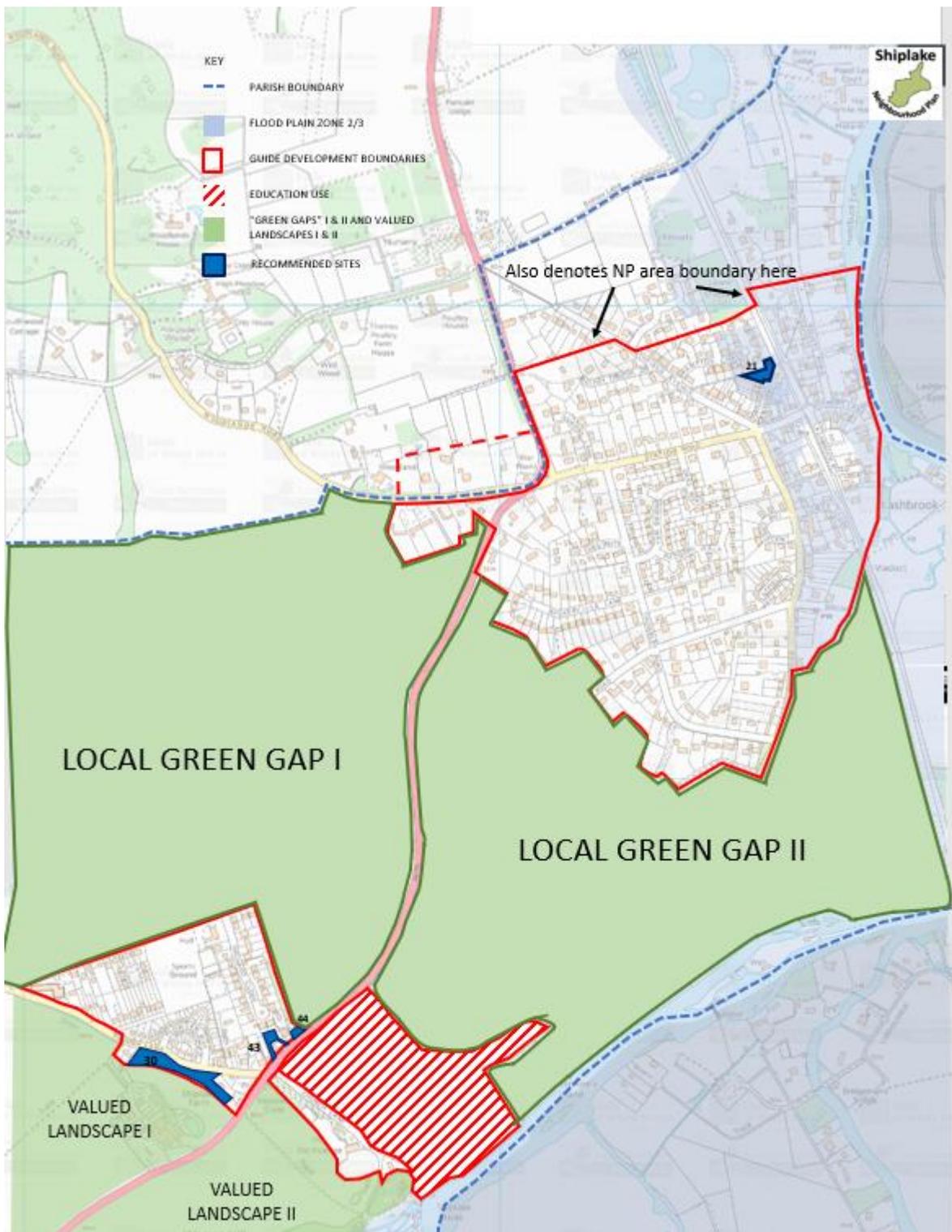
REVISED OUTLINE PROJECT PLAN

1.	<p>Forward Planning/Milestones: Landscape complete say early May SEA Scoping (Approved and Issued for Consultation). Secure Grant Aid (Approved) SEA Order (Placed March/April 2018) SEA Report (draft awaited May or early June) NP Draft Report to be complete 18 May Evidence Base to complete 18 May NP Update to residents at APM on 23 May Consultation Report and Log to complete June 1 Proof Read End May Further residents consultation and meetings in May to be discussed and agreed Final Review Pre- handing over to PC for approval 3/4 June PC to approve 11 June June parish newsletter to feature updated NP Submit / upload for Consultation 12 June onwards on website and to SODC Assumed final date for evidence to be submitted for Retirement Villages is 14th August (Inquiry 11/09/18)</p>
2.	<p>Landscape Character Assessment /Green Gap Report. 2nd Draft of report reviewed and amends proposed to update sites. 13 April meeting agreed way forwards and updates. Quote for extra work awaited.</p>
3.	<p>Shared Space Feasibility update Initial outputs due beginning of May following further local inspection.</p>

NP FINANCIALS SUMMARY

Above changes to NP require an additional £900 for changes to landscape assessment report. All SEA changes covered by Govt. support services. Further significant additional costs are not foreseen at this stage and costs anticipated to be significantly below budget of £26,015. Forecast CIL receipts from ‘new builds’ registered to date, since plan period started in 2011 and reported by SODC (April 2018), are £27,330 i.e. Shiplake’s registered NP initiative will deliver a net gain to parish council funds.

MAP OF SHIPLAKE NP DESIGNATED AREA WITH REVISED CHOSEN SITES ALLOCATED PLUS REVISED GDB'S.



OTHER PROJECT UPDATES:

RENOVATION OF TELEPHONE BOX FOR COMMUNAL BOOK EXCHANGE:

Renovation complete and book exchange to be formally launched on Sat. 19 May by parish council chairman. Many thanks to the volunteer group who have made this initiative possible.

FIX MY STREET 'SUPER USERS':

Shiplake Parish Council is the first council in Oxfordshire to register and has now undertaken training on this new initiative (9 May), including active 'practice session' ensuring all potholes and drainage clearance requirements in Station Road. Ernie Povey is responsible for Shiplake Cross and David Pheasant for Lower Shiplake. More details to be provided via village website and newsletter as matters progress.