

**MINUTES OF THE MEETING OF SHIPLAKE PARISH COUNCIL HELD IN SHIPLAKE
MEMORIAL HALL ON MONDAY JUNE 11TH 2018 AT 7.45 PM.**

1. **PRESENT:** Mr T Taylor (Chairman). Mr R Head, Mr D Pheasant, Mr F Maroudas, Mr R Curtis, Mr G Davies, Mr D Bartholomew (OCC), Dr S Mann in addition there were 4 members of the public present. **APOLOGIES:** Miss A Manning and Mr P Harrison (DC) 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. There were none declared apart from recognition that all Councillors are residents of the Parish and property owners and in the case of Mr R Curtis and Mr G Davies employees of Shiplake College in regard to discussions about the Neighbourhood Plan submission.
3. **MINUTES OF THE ANNUAL GENERAL MEETING OF SHIPLAKE PARISH COUNCIL HELD ON MONDAY MAY 14th, 2018** the following addition was made item 11. Planning subsection 5. Page 7 “Mr R Head suggested that Council should be proactive regarding recommending a unified site access to the proposed Thames Farm and Wyevale developments when PA submitted “. The Minutes were then approved on a motion proposed by Mr R Head and seconded by Mr T Taylor. **THE ANNUAL PARISH MEETING HELD ON WEDNESDAY 23RD MAY 2018.** minutes were approved on a motion proposed by Mr T Taylor and seconded by Mr D Pheasant.
4. **MATTERS ARISING FROM PREVIOUS MEETINGS**
 1. Planning enforcement response to Chelford House. Mr T Taylor has written to enforcement expressing concern at the delay in action.
 2. APM 2018 date has been decided. Wednesday 23rd May 2018 at 7. 30pm. Mr F Maroudas suggested booking 2019 APM date well in advance. **ACTION: Clerk**
 3. GDPR and Councillor emails Clerk requested all Councillors to move to the new emails, set up for them, as ss soon as feasible for data protection security. Rob Williams at Oxford It Solutions has offered help with any difficulties.
5. **POLICE MATTERS.**
 1. 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/>

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

REPORT TO SHIPLAKE PARISH COUNCIL JUNE 2018

GENERAL OCC REPORT

1. **GROUND-BREAKING SHARED SERVICE ARRANGEMENT BETWEEN COUNCILS**
OCC and Cherwell District Council (CDC) are considering a proposal for shared service arrangements under a joint chief executive, while retaining separate councillor bodies, budgets and decision-making processes. The proposal follows a decision by CDC not to join the proposed new unitary with its existing partners, South Northamptonshire District Council. The proposal will be considered by the county council’s Cabinet on Monday 4 June. OCC is keen to work with Cherwell to ensure its residents continue to receive good services. The county council also believes a joint arrangement would help to secure investment in the infrastructure needed to support increases in jobs and homes. The exact arrangements for sharing services and joining up functions will need to be worked out in detail and then agreed separately by each council. They will be implemented incrementally. It is a statutory requirement that the Chief Executive, as head of paid service, is appointed by the full councils of each council and formal appointment processes will be followed. The joint appointment is expected to be made from one of the existing chief executives. The proposed partnership is not connected to unitary reorganisation proposals and would instead offer an innovative opportunity to make two tier local government more effective.

2. **OCC RETAINS ‘GOOD’ OFSTED RATING FOR CHILDREN’S SERVICES**

Despite the increase in cases of children at risk of neglect and abuse, the OCC children’s service has received an overall ‘Good’ rating from Ofsted, the children’s services watchdog. This is the third time running OCC has received the ‘Good’ rating from Ofsted. The report was published

on Tuesday, May 22. It praised the way staff had dealt with a huge rise in the number of children needing protection from abuse and neglect since 2015, and the rise in admissions to care, driven by better reporting and awareness by people working with children and families. Ofsted praised OCC and found that when children are at risk of harm, prompt action is taken to understand their circumstances and protect them. Children in care and care leavers receive a good service. However, the report said more still needs to be done to ensure children suffering from neglect are getting the right help at the right time, to reduce its impact on their lives. While most children needing help and protection are well-served, this needs to be more consistent. There has been a 45% increase in the number of cases of neglect since 2015 and this has presented a challenge to OCC, at a time of budget pressures. OCC acknowledges Ofsted's findings and is committed to improving its handling of neglect cases. Neglect often occurs in families where drug and alcohol misuse, domestic abuse or mental health issues are prevalent, but it describes any situation in which a child is being put at risk of serious harm because their needs are not being met.

3. FROM AIR TRAFFIC CONTROL ASSISTANT TO COUNTY COUNCIL CHAIRMAN

Gill Sanders last month became the new Chairman of OCC. She was once one of the nation's first female air traffic control assistants and the time spent in that role gave her the confidence to progress in life. She later worked in Oxford city schools for 25 years and eventually as an HR and Administration Manager at a large Oxford city comprehensive school. Councillor Sanders has been a county councillor in Oxford since 2012 but had been a city councillor for 26 years until standing down this year. She has been Vice Chairman of OCC in 2017/18 and worked closely with her husband and fellow county councillor John Sanders during his spell as Chairman in 2014/15. Councillor Les Sibley, who represents the Bicester West division at County Hall, has been elected Vice Chairman for 2018/19.

4. TAKING CARE BACK TO ITS ROOTS IN OXFORDSHIRE

Care in Oxfordshire looks set to go back to its community roots with teams of very local people set up around older and vulnerable people in an innovative project originally inspired in Holland and so far, tried in only one other place in England. Teams are to be set up around people who need care in Abingdon and Wallingford as part of a £100,000 trial to be managed by a specialist Manchester based company called Wellbeing Teams who have already set up the new teams in Wigan. Only people who live within a five-mile radius of those for whom they'll care will be recruited to the new teams – but they don't have to have any experience in the care industry – they just need to be able to offer up to 21.75 hours of time per week and have a clear commitment and pride in their local area and community. People recruited to teams would be supported by Wellbeing Teams through a buddying system and the usual DBS and safety checks would be required before recruitment could take place.

5. MAKING ADULT SOCIAL CARE CHARGES MORE FAIR, CONSISTENT & TRANSPARENT

A series of changes to the way people contribute to the cost of their care in Oxfordshire will see some people charged more so that resources can be targeted better at those who cannot afford to pay and will bring OCC more in to line with how things operate elsewhere in England. All councils are allowed to charge for care and support to recover the costs incurred in line with the Care Act 2014. This means that people receiving social care across the nation may be expected to contribute towards the cost of their care depending on their individual financial circumstances. The changes are estimated to save £1.8m per year. This will be used to provide social care for people with significant care needs and who are unable to pay for care themselves. This is not a saving to the council's bottom line. Full details can be found here:
<http://news.oxfordshire.gov.uk/changes-would-make-adult-social-care-charges-fair-more-consistent-and-more-transparent/>

6. BETTER BROADBAND FOR OXFORDSHIRE UPDATE

Oxfordshire now has 96.5% superfast broadband coverage, increasingly enabling digital infrastructure in the most rural parts of the county, with adoption of the newly available fibre broadband services running at over 54%, which is well above national average.

SPECIFIC REPORT FOR SHIPLAKE

7. 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. The request I received to support playground refurbishment does not qualify as Highways works.

8. WIG-WAG SIGN REPOSITIONING ETC

Further to the discussion at the last PC meeting, in an email of 15 May, OCC officer Jon Beale has agreed OCC will meet the costs of the proposals detailed in Mark Francis' emails of 14 March & 18 April.

9. MEMORIAL AVENUE TRENCHES

As requested by the PC, I thanked OCC officers for the repairs with planings and asked for a date when the topsoil would be added. I was advised remedial work would start on 29 May.

7. S.O.D.C. Cllr. P Harrison was not present, so no report presented

8. OPEN FORUM The Chairman closed the meeting at 8.00pm to allow comment from the floor. Mr M Leonard commented that the Badgers Walk play area was unkempt with strewn litter and bottles and very untidy grass areas and therefore not attractive to children and parents. The Chairman responded by saying that Council were aware of the issues and were trying to address them. Mr E Povey expressed grave concern about the water leak which required the College and Shiplake Cross to be cut off for several days, the customer service from Thames Water was appalling, and action should be taken by Council to ensure any future issue is handled much better. Mr F Maroudas suggested that Council should have a direct line number to emergency services at TW. Several questions were asked regarding elements of the Neighbourhood Plan sites 4,5,6 and Plough Lane. Mr F maroudas and Mr D Pheasant responded. The Chairman resumed the meeting at 8.19pm

9. SPECIAL REPORTS-PLANNING.

10. PLANNING

The Planning Working Party submitted the following recommendations

PLANNING DECISIONS

Application No : P18/S0905/HH Application proposal, including any amendments : First floor upward extension to remove split level bedroom and replace with two bedrooms and bathroom
Site Location : The Hockett Lashbrook Road Lower Shiplake RG9 3NX **PERMISSION GRANTED**

Application No : P18/S0886/FUL Application proposal, including any amendments : Erection of garden shed and greenhouse in addition to new dwelling and garage already approved. Site Location : The Cobb The Crescent Lower Shiplake RG9 3LL **PERMISSION GRANTED**

Application No : P18/S1092/FUL Application proposal, including any amendments : 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. Site Location : Willows Reach Mill Lane Shiplake RG9 3LY **PERMISSION GRANTED**

Application No : P18/S1047/HH Application proposal, including any amendments : 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. Site Location : Elm Cottage Mill Road Lower Shiplake RG9 3LW **PERMISSION GRANTED**

PLANNING APPLICATIONS

1. Application Reference: P18/S1801/FUL (Full Application) Application Type (see definition over): Minor Proposal: Proposed replacement dwelling Address: Fairwinds New Road Lower Shiplake RG9 3LH. Just received –not yet reviewed. Applicant: Mrs Helen Munsen c/o Agent
2. Application Reference: P18/S1246/HH (Householder) Application Type (see definition over): Other Proposal: Addition of balcony to west elevation. Amendment to glazing to west elevation. Omission of window and door to south elevation. Relocation of staircase from north to south elevation. Addition of window to east elevation. Address: Willows Reach Mill Lane Shiplake RG9 3LY. **NO OBJECTION** is recommended. Applicant: Julian Glasspole
3. Application Reference : P18/S0483/FUL (Full Application) Application Type (see definition over) : Minor Amendment : No. 4 - dated 11th May 2018 Proposal : Demolition of existing house and erection of a detached 6-bedroom dwelling and two semi-detached 4-bedroom dwellings and formation of access (bat survey submitted 13th March 2018 and visibility splays shown on amended site plan received 14th March 2018 and arboricultural information received 13th April 2018 and second floor massing reduced and footprint of Plot1 adjusted as shown on amended plans received 11th May 2018). Address : Old Court Cottage Baskerville Lane Lower Shiplake RG9 3JY. **NSV**, with noted concerns previously expressed regarding parking provision and highways matters...sent to SODC 27/05/2018
4. Application Reference : P17/S4454/FUL (Full Application) Application Type (see definition over) : Minor Amendment : No. 3 - dated 18th May 2018 Proposal : Demolition of existing single storey house and garage and construction of two new three storey 5-bedroom houses and two detached double garages (additional tree report received 25th January 2018 and layout of dwellings and site area altered as shown on amended plans received 2nd March 2018 and alterations to access and parking arrangements and garage dimensions as shown on amended plans received 18th May 2018 and 22nd May 2018). Address : Dulverton Reading Road Lower Shiplake RG9 3JN. **OBJECTS** as with several prior applications/amendments on basis of Highways concerns re safe access onto A4155. OCC Highways to determine application by further assessment.

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

11. FINANCIAL MATTERS.

1. The following payments were reviewed

R V Hudson – salary May	13.18	102682	358.99
R V Hudson – expenses, office allowance. May	14.18	102683	84.75
Inland Revenue –Clerk’s tax May	15.18	BACS	238.80
Arrow Accounting (shared mileage costs Audit)	16.18	102684	30.24
Staples office supplies	17.18	102685	50.96
Cameo Curtains Part 2 balance	18.18	102686	1,931.76
Robin /Stephen Head (Grasscutting)	19.18	102687	100.00
Paul Abbott(confidential waste disposal)	20.18	102688	50.00
Adam Head (repairs to bus shelter)	21.18	102689	90.00
Phil Jones Associates (Shared Space Initiative NP)	22.18	102690	6,840.00
Broadband	23.18	DD	39.30

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

2. Internal Audit has been carried out and circulated by email no significant issues raised , approved on a motion proposed by Mr T Taylor and seconded by Mr F Maroudas

3. Bank Reconciliation (APPENDIX 1) for May approved on a motion proposed by Dr S Mann and seconded by Mr R Head
4. Grant request from Shiplake Primary School Clerk to write to School for clarification on How much has been raised bow much is outstanding what level of support are they requesting and details of Phase 1 and Phase 2 .ACTION: Clerk
5. Grant request for £108.00 from Shiplake Bowls Club approved on a motion proposed by Mr T Taylor and seconded by Mr G Davies.
6. AFR's from 2012/13 to present, now published on Website
7. Mr R Curtis requested whether we should review our banking arrangements ,Clerk responded stating that we had reviewed our arrangements last year with the FWP and at present were satisfied.

12. MATTERS FOR CONSIDERATION.

25/19 HIGHWAY MATTERS.

1. Mr R Head expressed concern that the request to OCC was for the restoration of the verge in Memorial Avenue and the work that has been carried out effectively widens the carriageway because the top soil is behind the planings used to fill the ""trenches".
2. Mr R Head commented that the PC's request .for detailed costs from OCC for the supply and installation of specific road safety signs had not been received to date.

26/19 RECREATION GROUNDS/OPFA

1. Badgers Walk -.Ms H De Felice has sent report on the condition of the equipment and the general condition of the playground. .Clerk reported that the SODC Grants budget is closed and will reopen in September. Council agreed to wait until the window for grant applications had opened before proceeding .Council approved College gardener to maintain Badgers Walk on an ,as required, and £25/visit basis .Clerk to contact SODC environment /Glasdon with regard to installing a new waste bin .ACTION: Clerk
2. Memorial Hall. Mr G Davies to report on the condition of the equipment and the general condition of the playground.

27/19 FOOTPATHS

28/19 SHIPLAKE – DEVELOPMENT OF FACILITIES.

1. **NEIGHBOURHOOD PLAN UPDATE:** Mr D Pheasant updated Council on meeting of working party on 5th June.
2. Council debated intensely the draft submission which has had many communications and rewording in order to validate the wording to appoint where it can be approved by Council .Dr S Mann proposed the motion “To approve the publication of the pre-consultation draft of the Shiplake Neighbourhood Plan subject to approval of the final wording by a PC working party consisting of Mr D Pheasant, Dr S Mann, Mr T Taylor and Mr F Maroudas” this was seconded by Mr F Maroudas and approved unanimously.
3. The following elements have all been approved ,Sites for selection, Designated NP boundaries, Principles and policies ,Planning guidelines and development boundary.

29/19 ENVIRONMENTAL MATTERS/AONB

30/19 S.O.D.C.

31/19 OCC

32/19 O.A.L.C. /O.R.C.C.

1. Latest 2018 OALC update circulated by email

33/19 MEMORIAL HALL.

34/19 CHILTERN SOCIETY/CPRE

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

35/19 DEFRA & OTHER GOVERNMENT CORRESPONDENCE

36/19 TOWNLANDS & OXFORDSHIRE PCT.

13 CORRESPONDENCE

14. ITEMS OF INTEREST OR FOR FUTURE DISCUSSION.

There being no other items of interest the Chairman closed the meeting at 10.09pm

R.V. Hudson.

Clerk to the Council.

02/07/2018

SHIPLAKE PARISH COUNCIL

Bank Reconciliation at 05/06/2018		
Cash in Hand 01/04/2018		
		50,586.52
ADD		
Receipts 01/04/2018 - 05/06/2018		16,306.34
		66,892.86
SUBTRACT		
Payments 01/04/2018 - 05/06/2018		2,255.99
A	Cash in Hand 05/06/2018 (per Cash Book)	64,636.87
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Cash in hand per Bank Statements		
Cash	05/06/201 0.00	
Cooperative Bank Current	05/06/201 18,524.16	
Cooperative Bank Business	05/06/201 22,534.61	
National Savings and	05/06/201 23,973.84	
		65,032.61
Less unrepresented cheques		
As attached		395.74
		64,636.87
Plus unrepresented receipts		
As attached		0.00
B	Adjusted Bank Balance	64,636.87
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A = B Checks out OK		