

**MINUTES OF THE MEETING OF SHIPLAKE PARISH COUNCIL HELD IN SHIPLAKE
MEMORIAL HALL ON MONDAY SEPTEMBER 10th 2018 AT 7.45 PM.**

1. **PRESENT:** Mr T Taylor (Chairman). Mr R Head, Mr R Curtis, Miss A Manning , Dr S Mann, Mr G Davies, Mr D Pheasant, and Mr F Maroudas Mr D Bartholomew (OCC) and Mr P Harrison (DC), in addition there were 6 members of the public present.
The Chairman proposed the co-option of a new Councillor to fill the current vacancy Mr Chris Penrose. Council discussed Mr Penrose's credentials and unanimously approved his co-option on a motion proposed by Mr T Taylor and seconded by Dr S Mann. Clerk requested to contact Mr Penrose.
ACTION: Clerk
2. **DECLARATIONS OF GIFTS & INTEREST.** Councillors were given the opportunity to declare any gifts or interest in any item on the Agenda. None declared.
3. **MINUTES OF THE MEETING OF SHIPLAKE PARISH COUNCIL HELD ON MONDAY JULY 9th** were approved on a motion proposed by Miss A Manning and seconded by Mr R Curtis.
4. **MATTERS ARISING FROM PREVIOUS MEETINGS**
 1. Planning enforcement response to Chelford House. No response from Mr W Hall carry to next meeting. Mr P Harrison will contact Mr Hall.
 2. Update on Neighborhood Plan see item 51/19 (1)
 3. Change proposed date of APM in 2019 due to elections ,MH now confirmed for Thursday May 2nd 2019 7pm – 10pm starting at 7.30pm.
 4. Change October SPC meeting date confirmed for Monday October 1st, 2018
 5. Shiplake Landing Green CCTV Mr F maroudas to discuss with Mr C Nash. ACTION: F Maroudas
 6. Offer of commemorative Sapling see correspondence. Council supportive need to identify species and location. Memorial Hall suggested as preferred site. ACTION: Clerk
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/>. One crime reported serious assault
6. **O.C.C. Cllr D Bartholomew**

REPORT TO SHIPLAKE PARISH COUNCIL SEPTEMBER 2018

GENERAL OCC REPORT

1. **NEW PARTNERSHIP APPROVED BY OCC AND CHERWELL DISTRICT COUNCIL**

Councillors at OCC and Cherwell District Council have approved a proposal for a partnership between the two local authorities, including the appointment of a joint chief executive. The partnership arrangement will offer long-term opportunities to join up services for residents, reduce the costs of providing services, and secure investment in Cherwell to enable the continued growth in homes and jobs. The partnership proposal came after the financial problems in Northamptonshire County Council, which has implications for Cherwell's existing partnership with South Northamptonshire Council, created an opportunity to explore closer joint working. The joint arrangement was approved by county councillors on 10 July and Cherwell councillors on 16 July and will come into effect on 1 October. Partnership arrangements under a single chief executive will make joint working more effective and deepen the partnership arrangements. Spatial and transport planners already work closely together on schemes related to housing and infrastructure, and that will be make day-to-day working simpler as they are working to a single chief executive. Following a formal internal recruitment process, Yvonne Rees, the current chief executive of Cherwell and South Northamptonshire councils has been appointed to the new post of joint chief executive of Oxfordshire and Cherwell councils, with a start date of 1 October. The post of county council chief executive currently occupied by Peter Clark will be made redundant.

2. **STUDENTS RECEIVE A-LEVEL RESULTS ACROSS OXFORDSHIRE**

Thousands of students are preparing to take their crucial next steps after receiving A-Level results at schools and colleges across Oxfordshire last month. Confirmed pass rates for the

county will be confirmed when national figures are published later this year. In the previous two years the key benchmark of two or more A-Levels at the A*-E pass rate was achieved by around 95 per cent of students. For anyone unsure of their next steps after A-Level or GCSE exam results, further help can be found at the Oxme website and through the National Careers Service which has a helpline number - 0800 100 900. Throughout the results period and beyond, county council staff will be available via the web chat service on the Oxme website or over the phone (01865 328460) to talk to young people and parents about the wide range of learning and employment opportunities available in Oxfordshire for 16-19-year-olds, and to help with applications. Details of drop-in sessions can also be found on the council's website.

3. OCC COUNTS THE COST OF THE CARILLION COLLAPSE

OCC is carrying out a detailed review of the costs and liabilities related to its properties following the Carillion collapse so that a robust financial plan can be considered by councillors in the autumn and included in the council's budget. Carillion provided services on behalf of OCC including maintenance of council buildings; property services, and building work such as school extensions. OCC made a net payment of £10.6m at the end of December 2017 to Carillion to cover work already completed as part of the final settlement to end the contract with the company, limiting any future financial liability. However, the costs of dealing with ongoing construction and property maintenance problems following the Carillion collapse have not yet been calculated but are expected to be "very significant". Surveys to assess defects in buildings including schools are continuing across the county council's properties. Compliance with health and safety requirements is also being considered, with any safety issues that emerge being dealt with quickly.

4. CONTINUED IMPROVEMENT IN DELAYED TRANSFER OF CARE NUMBERS

The latest published figures on people who are unnecessarily in hospital while they await confirmation of care arrangements has been published. The figures for June 2018 show that on average 90 Oxfordshire residents had their hospital discharge delayed. This is 9% fewer than in May and less than half the number of people delayed than the same time last year. Oxfordshire's delays figure trajectory continues to be better than national improvement with a 0.3% improvement in the last month and a drop of a quarter in the last year.

5. ACTIVE AND HEALTHY TRAVEL ENCOURAGED BY OCC

Commuters returning to work after the holiday period are being encouraged to walk or cycle, for all or part of their journey, by OCC. The council is championing healthy alternatives to the car, which will also help to reduce congestion and pollution on the county's roads. Exercise is widely recognised as one of the best ways to improve physical and mental health. Daily physical activity lowers the risk of depression and dementia by around 30 per cent according to the Department of Health. Exercise also reduces the likelihood of cardiovascular disease, coronary heart disease and strokes. The council has appointed an active and healthy travel officer, using central government funding, to assess existing walking and cycling routes. Priority will be given to improvements and maintenance schemes designed to encourage active travel and reduce pollution. Over 85,000 new jobs and 100,000 new homes are planned in Oxfordshire by 2031. The council is committed to ensuring that as the population grows, infrastructure is in place to encourage healthy travel options. Streets and spaces will be developed to put first the needs of pedestrians and cyclists. OCC's Cycling Champion, Councillor Suzanne Bartington, said: "Active travel is win, win, win - for health, the environment and local economy. I encourage Oxfordshire residents to try foot or bike even for only part of their journey and feel the positive benefits for themselves." For further information about the benefits of active travel, visit the website: www.oxfordshire.gov.uk/whycle

6. £80K BOOST FOR KIDS' CYCLING SAFETY

Almost every primary school child in the county will now be able to get free cycle safety training after the award of an £84,500 Bikeability grant which will pay for an additional 2000 places. The bulk of cycling training in the county is carried out by a 700-strong army of volunteer instructors under the Oxfordshire Cycle Training Scheme, which has been running for more than 40 years. Training is offered to children from nine-years-old and up and is a mixture of learning about the Highways Code and practical 'on the road' tuition. Parents and carers who want their children to take part in training should contact their school's head teacher.

SPECIFIC REPORT FOR SHIPLAKE

7. REPAIRS TO VERGE AT MEMORIAL AVENUE

Shortly after OCC completed the works, BT/Openreach turned up and undertook further works in the same place, disrupting all the new plantings/soil and filling the ditch with debris. I am still awaiting a report on the matter from OCC officers.

8. SIGNAGE AT SHIPLAKE PRIMARY FIXMYSTREET 764229

I had hoped this work would be undertaken over the summer holidays, but this has not happened. The Technical Officer is undertaking a site visit on Wednesday and I am pressing for a firm date.

9. ROAD SAFETY SIGNAGE

Jon Beale, the OCC Technical Officer, emailed the clerk on Wed 25/07 at 12:31 requesting further information. Please confirm this was supplied.

10. STATUS OF 'LANDING GREEN' AT BASMORE LANE/AVENUE

I asked OCC Highways Records Office if they had any relevant information and their response was forwarded to the clerk and Cllr Pheasant.

11. 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.

12. THIRD READING BRIDGE

The enthusiasm of Berkshire councils for this project is undimmed and, independent of Oxfordshire councils, they have now commissioned further work to support the 'business case'. I am meeting with OCC officers for a full update next week.

7. HIGHWAY MATTERS Council awaiting detailed costings of road safety signage from Mr J beale .Clerk requested to resend message cc Mr D Bartholomew **ACTION: Clerk**

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

District Councillor's report September 2018

1. Gladman's Appeal

The second part of Gladman's appeal against the District Council's rejection of their proposal for 245 houses on the edge of Emmer Green was held for 3 days from the 29th August. The attendance of members of public was very good. We as a district now have over 5.4 years land supply so we will have to wait on the result from the inspector.

Member of the pressure group CAGE represented themselves well, against what was a very high cost legal team provided by Gladman's.

2. Local Plan update

We're continuing our dialogue with the Ministry of Housing, Communities and Local Government on the progress of the Local Plan.

We've updated our partner authorities who are part of the Oxfordshire Growth Board and continue to work to the approach agreed by Council to ensure we are in the best possible position to produce a 'sound' and robust Local Plan.

The timetable states that councillors will decide in December on which of the 15 available major housing sites will be included in the plan, following completion of necessary assessment and filtering work.

The final plan, outlining how the district should develop until 2033, will then be published and residents will have a chance to comment on its technical 'soundness' early next year. It will then be submitted for public examination by an independent planning inspector later in 2019. For more please see our Local Plan page.

3. CIL update

We've just published the 2017/18 financial statement for our Community Infrastructure Levy (CIL). The total CIL receipts amounted to £2,190,161 of which £205,890 has been transferred to town and parish councils.

The proposed CIL spending plan is currently out for consultation, but the breakdown is as follows: - For parishes with a neighbourhood plan 25% goes to the parish, 5% goes to SODC for administration (50% for planning who are the collecting agency and 50% to economic development who are the spending department) and the rest, 70% will be split between Oxfordshire County Council, CCG (Community Health Care) and SODC. This is out to consultation.

For those parishes without a neighbourhood plan they only get 15% so 80% will be split between OCC, CCG and SODC.

4. NPPF

The final version of the NPPF was published 24 July. We are waiting for the guidance notes to be published. The revised NPPF increases the focus on high-quality design but maintains the importance of housing delivery.

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<https://www.gov.uk/government/publications/national-planning-policy-framework--2>

5. Health and Well-being event for gardeners

Carrying out a full day's gardening can cause aches and pains.

To help, GO Active Gold are holding an event to give people advice on how to prepare their body before they start gardening and what they can do afterwards too. There will also be the chance to look at some garden centre displays and try out 'Yoga for gardeners'.

The event takes place on Thursday 13 September, 9am to 12.30pm at Wallingford Sports Park, entry is £4 - to book please email conor.grogan@southandvale.gov.uk or call 07717 326660.

6. It's a yellow letter day in South and Vale as residents are urged to confirm their details

Residents in South Oxfordshire and the Vale of White Horse are urged to respond to a yellow letter which will arrive through their letter boxes in the coming days.

The 'Household Enquiry Form' requires people to confirm who currently lives in their property. As soon as people get their yellow letter they should visit www.householdresponse.com/southandvale to confirm their details are correct or, if not, provide the correct information. You will need the code on the yellow letter to do this.

South Oxfordshire District Council needs this information to make sure everyone who is eligible to vote can do so in future elections, including the district, town and parish elections happening in May 2019.

Important – by law, each household must confirm their details, even if they are correct. Anyone who fails to do so could be fined up to £1,000.

Residents who do not have access to the internet can confirm their details by completing and returning the form that comes with the letter. If your details are correct you can confirm this by phone or text – the details required for this are included on the yellow letter.

If a household doesn't respond they will receive reminder letters. Council staff will also visit properties which haven't responded by the Autumn to confirm the details.

7. Fire-damaged council headquarters up-date

Demolition work has started at the former headquarters of South Oxfordshire and Vale of White Horse District Council.

Excavators have moved in on-site this week to dismantle the building, which was severely damaged in an arson attack in 2015. The reception area, where the fire was started, is among the first sections to be demolished (pictured).

The contractors have been at the site, in Benson Lane, Crowmarsh Gifford, since early July carrying out preparatory works before starting demolition. It is expected to take around three months to completely clear the site.

The contractors are salvaging as many leftover materials from the building as possible so that they can be recycled or re-used.

Cllr Jane Murphy, Leader of South Oxfordshire District Council, which owns the site, said: "So far, everything is going to plan, and the demolition work is being carried out with neighbouring properties in mind. We're continuing to work with the contractors to minimise disruption and I'd once again like to thank residents for their patience.

Cabinet member for Corporate Services Kevin Bulmer added 'This is a project that has been a long time getting under way and both the Council and the residents of Crowmarsh are pleased that, at last, work is beginning. There is still a lot of planning to do, but things are now moving forward.'

8. Opening the doors to volunteering

Community groups have told South Oxfordshire District Council that one of the biggest obstacles they face when trying to attract volunteers is finding money to meet training and transport and insurance costs.

In answer to this, the council has launched a pilot volunteering grant scheme with a total of £25,000 to give away to help voluntary and community groups find the volunteers they need.

Small voluntary groups in South Oxfordshire can apply for a new volunteering grant of between £250 to £750 to help cover costs, for example the costs of training as a sports coach or the costs of additional insurance needed to be a volunteer driver.

The scheme will be run as a pilot in 2018/19 and depending on its success in improving the voluntary sector, councillors will decide whether to continue with it in the future.

The district council made a commitment in its Corporate Plan to provide additional support to voluntary and community groups to help them find the volunteers they need.

To find out more about the grant, eligibility and how to apply please see southoxon.gov.uk/volunteering

9. New service to help victims and witnesses to report hate crime

Hate crimes can be reported to specially trained staff at familiar locations across South and Vale, including at Citizens' Advice Bureaus. Incidents can be reported in person or by telephone.

Staff will be available to talk about the incident and can offer to report it to the police on their behalf. They will also refer people to Victims First, a service dedicated to ensuring that victims or witnesses receive the support they need to cope with and recover from their experience.

To find out where your nearest reporting centre is visit southoxon.gov.uk/hatecrime.

10. National Parks and AONB government review

Cllr Felix Bloomfield, Cabinet Member for Planning, has written to the Secretary of State for Environment, Food and Rural Affairs expressing our wish to respond to, and feed into, a government review of National Parks and Areas of Outstanding Natural Beauty (AONB) which will assess whether AONBs can become National Park Authorities.

The letter can be read here.

https://ebtk.co.uk/resources/stats/click.php?c=2636&e=55&o=9492&url=http%3A%2F%2Febtk.co.uk%2Ffilestore%2Ftinymce_images%2Fuser9492%2Fpreview_into_national_parks_and_areas_of_outstanding_natural_beauty.pdf&a=0

11. Residents' Surveys

The results of the 2018 Residents' Surveys, carried out among 1,100 residents in both districts at the start of the year, were discussed at Scrutiny meetings at the end of July.

These have now been published and press releases have been issued and shared with town and parish councils - you can view these on the South website at: <http://www.southoxon.gov.uk/news/2018/2018-08/residents-satisfied-council's-work---room-improvement>

12. Shiplake College Playing Field Application

I've had a number of local resident's object to the conversion of agricultural land into playing field. I'll speak to officers about the application to gauge their views.

13. New access arrangements for Kings Road carp park .

The first entrance is planned to be closed and all traffic will enter from the furthest entrance where there is a mini roundabout. No Date for implementation available yet

- 9. OPEN FORUM** The Chairman closed the meeting at 8.19pm to allow questions /comment from the floor .Mr E Povey expressed disappointment at the amount of voluntary contributions collected at the Community event .Council agreed to review whether a grant could be made to cover any shortfall. Mrs J Stone requested clarification on the comments on CIL made by Mr Harrison There being no other comments the Chairman resumed the meeting at 8.27pm

10. SPECIAL REPORTS-PLANNING.

11. PLANNING

The Planning Working Party submitted the following recommendations

APPLICATIONS

1. Land off Peppard Rd Emmer Green (P16/S3630/O) Appeal 29/30/31 August. At Henley Rugby Club. Tudor sent a letter of support.

2. P18/S2405/HH. Little Purbeck, Large extension and two storey garages with store. Applicant Mr Wakefield ,Bix.Comment by 16.08.18.

RECOMMEND NO OBJECTION but consideration of EA to be consulted on size of development as in flood zone. No habitation in garage/store as would be increased in flood zone

3. P18/S2405/HH. Land at Shiplake Farm. Change of use from agricultural to playing fields. Applicant Shiplake College .Comment by 23.08.18 **RECOMMEND REFUSAL.**

Lengthy discussion circulation of reasons to full PC after fully reviewing the application reasons with clarification of some points by Richard and considering the letter of objection from Stephen Doble. Although supportive of the colleges desire to have reliable rugby pitches, the impact on the farm and implications to the village mean on the balance objection is appropriate. The fields in question are productive, irrigated farm land and removal of such large acreage would seriously impact on the future viability of Shiplake Farm. The future viability of Shiplake College would not be seriously impacted by locating rugby pitches other than on productive agricultural land. The landscape value of the open fields, reflecting the rural character of the village would be lost. Approval would encourage other applications for development on agricultural land. The impact on local wildlife needs to be strongly considered as in recent months , since gravel extraction has begun closer to Shiplake, wildlife is increasing seeking refuge in the environmentally safer fields.

4. P18/S2437/FUL. Land to the West of Ridgeways New Road. Construction of 2 large houses and garages with landscaping. Applicant: Ashburn Planning Ltd, Didcot. Comment by 03.09.18 (extended from 24.08.18).

RECOMMEND REFUSAL on objection grounds of landscape value and unsustainability quoting Appeals results.

Suggested Points of response:

1. Historically development on this site has twice been rejected by the Council and rejected on appeal (once for a single dwelling). The inspector at the latest appeal gave detailed compelling reasons why development of this site is inappropriate. He stated:

“I therefore conclude that new housing in this location is not justified and would be harmful to the character and appearance of the area, in conflict with development plan policies.”

2. This is a greenfield site outside the settlement boundary. It constitutes part of the important green gap separating the villages of Lower Shiplake and Shiplake Cross. As such this site is accessed by an unmade road used as a local amenity for walkers, joggers, dog walkers, cyclists and as a pedestrian link between the two villages by residents and tourists. Increased traffic would detract from these uses and give a serious loss of amenity to the extended community.

3. This development does not meet the criteria for sustainable development which must meet the future needs of the village. The housing assessment in the emerging Shiplake Neighbourhood Plan clearly showed that the housing need for future viability of the villages was for smaller housing units to meet the needs of local first-time buyers, young families, elderly downsizers and affordable housing. All granted applications for 20 years have been for 4+ bedroomed executive homes except for the SOHA replacement development.

To be sustainable a development must meet the overarching objectives of:

- Economy :- supporting growth, innovation and productivity,

- Social:- to support strong, vibrant and healthy communities by ensuring that a sufficient number and range of homes can be provided to meet the need of present and future generations.....with accessible services and open spaces that reflect current and future needs and support communities health, social and cultural wellbeing.

-Environment: - contributing to protecting and enhancing our natural, built and historic environment.

To quote the inspector for the latest appeal on these objectives for sustainable development:

“ The contribution that 4 new dwellings would make on the local economy has not been quantified and would not be likely to be significant.” This application is for 2 dwellings.

“Given my finding above, the harm that would be caused to the character and appearance of the area would be significant, and I conclude that it demonstrably outweighs the benefits that the scheme would provide taken as a whole. The proposal would therefore not comprise sustainable development for which the Framework indicates there is a presumption in favour.

Shiplake Parish Council therefore strongly opposes this application and asks it to be refused as it is not a sustainable development.

The Planning Working Party recommendations were approved on a motion proposed by Mr R Head and seconded by Mr F Maroudas

OTHER

Planning applications dealt with since last meeting:

1. P18/S1801/FUL Fairwinds New Road Lower Shiplake RG9 3LH. Replacement amended on 3 August showing detached garage/annexe building located to NE corner and reduced width slightly. Replacement building to be shifted slightly west. Applicant: Mrs Helen Munsen c/o Agent. Comment by 21/8. **NO OBJECTION** but consider large tree at entrance to access to be protected and a traffic maintenance Plan. (Granted 28/8)

2. P18/S0951/O Wyevale Gardens. Amendment and letter from traffic Applicant: Mr D O’Leary c/o Agent. Comment by 30/8. Strong Objections **RECOMMEND REFUSAL**. All previous objections still apply as no significant change.

3. P18/S2699/HH Chestnut House Station Road. Extension and alteration with a replacement garage. Applicant: Mrs Clemence Gilder. Comment by 12/9. **RECOMMENDATION. NO OBJECTION** but bear in mind protection of existing trees and with size of garage, overlooking.

DECISIONS

Planning Decisions since 9 July 2018

1. P18/S2210/HH The Oaks Station Road Lower Shiplake RG9 3JR First floor to garage and rear extension. **PLANNING PERMISSION GRANTED**

2. P18/S2123/LDP The Springs Mill Road Lower Shiplake RG9 3LN Demolition of existing "cedar" flat roof extension. Replacement with new extension of same size and height. **CERTIFICATE OF LAWFUL USE OR DEVELOPMENT**

3. P18/S1801/FUL Fairwinds New Road Lower Shiplake RG9 3LH Proposed replacement dwelling (Amended plan received 4 July 2018 showing the detached garage/annexe building relocated to the north-east corner the site and reduced in width slightly. As a result the replacement dwelling will be shifted to the west slightly.) (Amended plans received on 3 August showing reduction of windows on first floor of west elevation). (Amended plans received 24 August 2018 showing elevation orientations corrected). **PLANNING PERMISSION GRANTED**

4. P18/S2141/DIS Christmas Cottage Crowsley Road Lower Shiplake RG9 3JT Discharge of condition 4 - Levels 5 - Schedule of Materials, 13 - Bat Licence, 14 - Surface water drainage works, 15 - Foul drainage works on application ref P17/S3024/FUL. 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. **DIS DETAILS AGREED**

5. P18/S2116/LDP Bolney Court Bolney Road Lower Shiplake RG9 3NR Erection of new incidental building (poolhouse) comprising games room, gym, plant and storage (replacement of existing structure). **CERTIFICATE OF LAWFUL USE OR DEVELOPMENT**

6. P18/S1616/FUL 3-4 Rivermead Cottages Mill Lane Shiplake RG9 3LZErection of two storey side extension and re-division of single dwelling 3 and 4 Rivermead Cottages to provide two separate dwellings with associated separate parking and amenity space provision **PLANNING PERMISSION GRANTED**

7. P18/S0770/LDE Shiplake College Reading Road Shiplake RG9 4BW Use of a narrow boat as a permanent houseboat for security of the school rowing boat house (Additional letter received 24 April 2018) **REFUSAL OF LAWFUL USE OR DEVELOPMENT**

8. P18/S1947/DIS Willows Reach Mill Lane Shiplake RG9 3LY Discharge of conditions 3 - Schedule of Materials and 6 - Tree Protection to application P18/S1092/FUL. Demolition of existing dwelling and erection of replacement dwelling (amendment to planning permission P15/S3912/FUL). 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. **DIS DETAILS AGREED**

9. P18/S0932/FUL Siplak House Station Road Lower Shiplake RG9 3NY Demolition of existing stable/outbuilding and build replacement 1 and 2 storey detached building as a 1 bedroom annexe to main dwelling (Amended plans received on 18 June 2018 showing revised site location plan and block plan, and amended plans received 12 June showing building reduced it width on the two-storey part and the single storey part moved away from the boundary). **PLANNING PERMISSION GRANTED**

10. P18/S1837/HH Willows Reach Mill Lane Shiplake RG9 3LY Demolition of existing mono-pitched gymnasium, erection of replacement flat roof gymnasium to match the architectural style of the main house and garage building. Replacement front boundary treatment from close boarded timber fence to rendered blockwork with new vehicular gates. **PLANNING PERMISSION GRANTED**

11. P17/S4454/FUL Dulverton Reading Road Lower Shiplake RG9 3JN 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). **PLANNING PERMISSION GRANTED**

12. P18/S1701/ODIS Saffrons Station Road Lower Shiplake RG9 3JP Discharge of conditions 3, 5, 6 & 10 on application ref. P17/S3160/FUL (materials, landscaping, gate details, construction traffic) Demolition of existing dwelling and erection of a replacement 2-storey dwelling (Amended plans received on 26 October 2017 showing solid walls have been added to all balconies; a pergola style roof has been added to bedroom 3 balcony and master ensuite balcony; high level window added to master ensuite and the building has been moved 0.5m towards the entrance (North)). (Amended Arboricultural Impact Assessment and Arboricultural Method Statement submitted on 30 November showing correct position of dwelling and trees on site). (Amended plans received 22 February 2018 showing balconies enclosed and the overall height of the building reduced by 200mm. Also, small minor alterations to the internal layout). (Amended application form submitted 1 March 2018). (As per amended plans received 22 June 2018). **DIS DETAILS AGREED**

13. P18/S1246/HH Willows Reach Mill Lane Shiplake RG9 3LY 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. **PLANNING PERMISSION GRANTED**

14. P18/S0483/FUL Old Court Cottage Baskerville Lane Lower Shiplake RG9 3JY Demolition of existing house and erection of a detached 5bedroom 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 Plot 1 adjusted as shown on amended plans received 11th May 2018 and bat survey received 11th June 2018). **PLANNING PERMISSION GRANTED**

15. P16/S2861/O Mt Ida Reading Road Lower Shiplake RG9 3PH outline planning application for the demolition of the existing dwelling and erection of 8 dwellings with matters of access, layout and scale for consideration (bat survey and statement of community involvement received 26 September 2016 & Contamination information received 13 October 2016, additional footpath detail provided, arboricultural updated and number, layout and scale of dwellings amended as shown on plans received on 13th April 2017 and width of access enlarged and waste vehicle tracking revised as shown on amended plans received 27th June 2017 and additional sections received 4th October 2017 and footpath detail amended and additional arboricultural information as shown on amended plans received 15th September 2017 and 20th June 2018). **PLANNING PERMISSION REFUSAL AT COMMITTEE.**

12. FINANCIAL MATTERS.

1. The following payments require approval

R V Hudson – salary July	36.18	102701	351.78
R V Hudson – expenses, office allowance. July	37.18	102702	82.89
Inland Revenue – clerk’s tax July	38.18	BACS	234.52
Stephen Head (Grasscutting)	39.18	102703	25.00
Staples (Office supplies)	40.18	102704	41.22
SODC dog bin servicing	41.18	102705	13.09
Broadband	42.18	DD	39.00

The July month payments were approved on a motion proposed by Mr T Taylor and seconded by Dr S Mann

2. The following payments require approval

R V Hudson – salary August	43.18	102706	351.78
R V Hudson – expenses, office allowance. August	44.18	102707	79.80
Inland Revenue – clerk’s tax August	45.18	BACS	234.52
Stephen Head (Grasscutting)	46.18	102708	25.00
OALC course fee (Dr S Mann)	47.18	102709	48.00
Mr G Jones (reimbursement)	48.18	102710	7.99
Playsafety Ltd (RoSPA report)	50.18	102711	159.60

The August month payments were approved on a motion proposed by Mr T Taylor and seconded by Dr S Mann

3. Bank reconciliation September 2018 was approved on a motion proposed by Mr T Taylor and seconded by Mr F Maroudas.
4. Second tranche Precept received 6/9/2018
5. Letter of engagement from Internal Auditor, Letter reviewed and signed .Clerk requested to ascertain how many years before Council should obtain alternative quotations .**ACTION : Clerk**
6. Insurance quotation from Came and Company 3 quotations received a) Inspire {AXA} (£1288.06 inc admin fee and IPT , Long term agreement premium with 5% discount £1226.15) b) Hiscox (£1577.47 inc admin fee and IPT) c) Ecclesiastical (£1653.73 inc admin fee and IPT) Recommendation is Long Term agreement with Inspire. Miss A Manning suggested reviewing market for alternative quotes as market very complete .Council approved the recommendations of Came and Company on a motion proposed by Mr T Taylor and seconded by Mr R Head Council subject to Miss Manning reviewing the current market situation .**ACTION : Miss A Manning**

13. MATTERS FOR CONSIDERATION.

49/19 RECREATION GROUNDS/OPFA

1. Badgers Walk -.RoSPA reports for Badgers Walk and Memorial Hall has arrived and been circulated to all Councillors .Council agreed to review RoSPA reports in detail at October meeting
2. Memorial Hall. Mr G Davies report the condition of the equipment and the general condition of the playground as satisfactory.

50/19 FOOTPATHS

51/19 SHIPLAKE – DEVELOPMENT OF FACILITIES.

NEIGHBOURHOOD PLAN UPDATE : Mr D Pheasant to update Council

1. NP UPDATE: SEPTEMBER 2018

The July 2018 Parish Council meeting agreed with continuing with the NP based on the current designated area. Once finally approved/'made' the parish council will apply for a revised designated NP area based on the current parish boundaries. This has been agreed in principle with Harpsden, Henley neighbourhood plan teams and SODC. Shiplake's plan will have to be 're-made'.

The draft Shiplake pre-consultation draft was approved by the parish council at the beginning of August and submitted to SODC for their review.

Peter Boros, Chairman of the NP Steering Group, resigned on 27/07/2018 following a significant difference of viewpoint on the content of the final draft of the pre-consultation draft. The Steering Group met on 08/08/2018 to discuss the implications of Peter's resignation. The SG were very sorry to hear of the resignation and expressed their enormous appreciation of his knowledge, guidance and very significant contribution to the development of the NP, without which we would not have a plan to submit. David Pheasant and Dr Susan Mann agreed to become Chair and Vice Chair, respectively, for the SG.

Whilst awaiting SODC's appraisal of the draft plan, the SG has transitioned the NP evidence base onto the parish council's Dropbox domain as part of a longer-term plan and to create a 'database of evidence' relevant to the consultation phase. The system management of the Dropbox will be managed by OXIT in the same manner as the parish website. An annual cost of £100 will be incurred.

The AECOM SEA report has not been 'signed-off' pending the agreement of the draft plan document with SODC. Similarly, the AECOM 'health check' consultancy exercise for the

finalisation of the draft document and the underlying process is on hold until we have agreement with SODC on the draft.

Tudor Taylor, Susan Mann and David Pheasant met with SODC's NP team on 04/09/2018 to discuss the NP draft plan. Specific questions on site selection – the process - have been responded to by Susan Mann on 06/09/2018. Other points of drafting and presentation regarding planning policies, to be reviewed. Given the recent Henley Standard article re Henley also claiming credit for Thames Farm housing units as well as potentially those at Wyevale and Mt Ida, it has been confirmed that the SODC NP team's view is that the units should be most appropriately allocated to the settlement of Lower Shiplake.

The delays to the progress of the draft consultation document have subsequently led to delays in the envisaged July issue of Shiplake News, a key feature of which was to be the NP consultation exercise. A September/October issue is now being collated.

The costs to date of the NP project are well within budget and NP CIL payments will result in a net positive impact on parish council funds.

OTHER PROJECTS:

Fixmystreet Super User: Finalising engagement process with OCC and reassured by the impact on pothole incidents in Station Road and Memorial Avenue following initial engagement with OCC on this initiative.

Website: Plans to increase involvement of more residents in the editorial process on hold pending more progress with the NP.

52/19 ENVIRONMENTAL MATTERS

53/19 CHILTERN SOCIETY/CPRE/AONB

1. AONB update

Dear Roger

As you know the Chilterns Conservation Board applied to Natural England for a review of the Chilterns AONB boundary in four areas in 2013. Natural England deals with these one at a time and is currently undertaking the review of the Suffolk Coasts and Heaths AONB. As far as we know they have not taken a decision about which AONB to review next, so we do not know whether the Chilterns will be next. In any event this could be overtaken by the outcomes from the Glover Review of National Parks and AONBs, and our recent request to be considered for National Park status. More information on that on our website here <https://www.chilternsaonb.org/news/314/19/Chilterns-Conservation-Board-unanimously-agrees-to-request-a-review-to-consider-National-Park-status.html>

Mr R Head requested the Clerk to set up a meeting with local parishes and produce a package of material re the application to date for reference to determine next steps. ACTION : Clerk

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

3. Latest CPRE newsletter circulated by email

54/19 S.O.D.C. /OCC

55/19 O.A.L.C. /O.R.C.C.

1. Latest 2018 OALC update circulated by email

2. Notification of AGM circulated by email

56/19 MEMORIAL HALL. Miss A Manning reported that there is now a new Charter for CIO and it has been agreed to recruit some employees to help with the running and administering of the Hall activities

57/19 DEFRA & OTHER GOVERNMENT CORRESPONDENCE

58/19 TOWNLANDS & OXFORDSHIRE PCT. Dr S Mann reported following a stakeholders meeting that Sue Ryder will have one centre and the Chiltern Centre has been asked to make improvements by the CQC(Care Quality Commission)

14 CORRESPONDENCE

1. As part of the nation's commemoration of the Centenary of the Armistice of WW1, Oxfordshire County Council is partnering with The Woodland Trust for a project of lasting remembrance.

The Woodland Trust has donated young native species tree saplings ("whips") and the county council is offering a commemorative plaque to go alongside these to all town and parish councils in Oxfordshire to be planted by local councils on sites they identify within their communities. We invite you to consider whether planting your tree could be accompanied by a commemorative event involving your community.

The aim is to see Remembrance Trees planted by local councils on sites you have identified within your communities, all over the county.

We very much hope that you will wish to join in this project and make the planting of your sapling and plaque part of your community's plans to mark this historic Centenary.

We have worked with our partners from the Armed Forces in Oxfordshire to agree the wording for the plaques; a photo is attached.

Optimal planting time for the young saplings is November onward, and The Woodland Trust expects to send them around this time. The collection from our partner Ringrose Tree Services, and planting and ongoing maintenance of the saplings will be the responsibility of towns or parishes, however Oxfordshire County Council commits to replacing free of charge any saplings that fail within six months of planting.

To order your free sapling and plaque, complete with bamboo cane and supporting tree spiral, email CommunityCovenant@oxfordshire.gov.uk giving full contact details including a phone number. You must also have a suitable site for planting identified and we would ask you to let us know who would lead and attend your planting event, if you know.

Once the Woodland Trust have confirmed a delivery date we will be in touch with you to hear details of your event and arrange for you to collect your sapling and plaque. Trees will be stored and maintained by Ringrose Tree Services for a short period of time before they are collected, who would be willing to offer free no obligation quotes for services on your planting requirements.

This year also saw the re-signing of a refreshed Armed Forces Covenant by Oxfordshire County Council and its military, business, voluntary and civilian partners. Our commitment to our military communities is ongoing, and we hope that the Trees of Remembrance project will reflect the gratitude of our communities for the sacrifices people in Oxfordshire have made.

Best wishes

The Policy Team, on behalf of

Peter Clark Chief Executive

2. From Mr C Nash

Some weeks ago, I chatted to a local resident who was enjoying the Landing area with her family. Her name was Ginny Buckley who mentioned she knew you.

It seems there had been critical comment from one of the adjacent residents of Baskerville Lane about use of the area. I explained some of the background to the uncertain status of this land and access and she suggested she would discuss this further with you to explore how best to safeguard local enjoyment of this riverside facility.

Since I raised this issue with you there has been developments that cause some concern:

1. 'CCTV IN OPERATION' signs have recently been placed on posts by the landing. I think this is inappropriate, somewhat offensive and probably illegal if a relevant CCTV licence has not been approved.

Screen Shot 2018-08-24 at 10.12.47.png

2. A current 'House for Sale' advert in the Henley Standard now claims in the description of the location: '... shared river garden...'

Screen Shot 2018-08-24 at 10.16.20.png

In view of the uncertain legal status of this riverside location I recommend that Shiplake Parish Council take some action to safeguard future free public access.

This could be achieved by registering this as a 'Green' dedicated to public recreation purposes. At a minimum I think the Parish Council should contact the residents to advise them that so far as can be established, this land is NOT the commonly understood 'Baskerville Estate Landing' with special access restrictions.

It is appreciated that the nearby residents have taken a special interest in protecting and maintaining this area, but this must not be to the detriment of free public access.

I welcome your further comments

Chris Nash

Council requested Mr F Maroudas to contact Mr Nash

ACTION: Mr F Maroudas

15. ITEMS OF INTEREST OR FOR FUTURE DISCUSSION.

There being on other items of business the Chairman closed the meeting at 10.05pm

R.V. Hudson.

Clerk to the Council.

17/09/2018