

SHIPLAKE PARISH COUNCIL

Minutes of the Meeting of SHIPLAKE PARISH COUNCIL **held via Zoom remotely on** **MONDAY January 11th , 2021 AT 7.45 PM.** **AGENDA**

1. PRESENT : Cllr F Maroudas (Chairman) ,Cllr D Pheasant ,Cllr R Head, Cllr R Curtis, Cllr J Stone and Cllr C Penrose , Cllr D Bartholomew(OCC), Cllr L Rawlins(DC) ,in addition there were 2 members of public present .Cllr A Manning had offered her apologies
2. To receive any declarations of gifts & interests. None declared
3. To approve the minutes of the meeting of Shiplake Parish Council held on Monday December 14th 2020 approved on a motion proposed by Cllr F Maroudas and seconded by Cllr R Head.
4. Matters arising from previous meetings not covered in meeting. Adult Gym location, Council agreed to defer costs of MH roof and sound proofing proposal on stage at MH until more normal times return to gauge revenue streams of MH.
5. Playgrounds to receive a report from Cllr Curtis. Badgers Walk in good condition. Contractors not yet resolved issues in MH. Cllr R Curtis to follow up.
6. Correspondence 1. Footpaths: Mr R Perfect request for more work on Plough Lane footpath Clerk requested to ascertain owner of strip of land outside Old Coach House. ACTION: Clerk 2. Police Matters. 2 crimes ,these can be viewed by clicking [CrimeMap](#)
7. Open Forum: an opportunity for members of the public to address the Council on items on the agenda. No members of public wished to speak.
8. To receive a report from Oxfordshire County Councillor D Bartholomew (circulated) full report can be viewed [Here](#)
9. Highway matters. Cllr R Head update on highway safety issues, nothing further to report at this stage.
10. To receive a report from South Oxfordshire District, Cllrs Bartholomew and Rawlins full report can be viewed [Here](#) .Both Councillors agreed to support DC community grant application for resurfacing playground at Memorial Hall .
11. To receive a NP update from Cllrs Maroudas, Penrose and Pheasant
12. Planning
To review any new applications received since January 5th 2021 .
 1. P20/SP20/S4833/HH Green Cottage Plough Lane Submission Date 27th January 2021 to be reviewed at planning mtg w/c 25th January.
 2. TFAG update Cllr D Pheasant
 3. . ACV Update. Clerk. Council agreed to resubmit new application for The Corner Shop due to expiry on a motion proposed by Cllr F Maroudas and seconded by Cllr R Curtis
ACTION: Clerk
13. Financial Matters.
 1. To review and approve payments for January (see APPENDIX 1) approved on a motion proposed by Cllr R Curtis and seconded by Cllr D Pheasant
 2. To review and approve December Bank Statement (see APPENDIX 2) approved on a motion proposed by Cllr R Curtis and seconded by Cllr D Pheasant
 3. To review and approve December Bank reconciliation. (see APPENDIX 3) approved on a motion proposed by Cllr R Curtis and seconded by Cllr D Pheasant
 4. To approve 2021-22 budget (APPENDIX 4) approved on a motion proposed by Cllr F Maroudas and seconded by Cllr C Penrose
 5. To approve Precept request of £29190 (APPENDIX 5) approved on a motion proposed by Cllr F Maroudas and seconded by Cllr C Penrose
 6. To review quotations and appoint new Internal Auditor. Jane Olds approved on a motion proposed by Cllr F Maroudas and seconded by Cllr C Penrose.

7. To approve level of support for the Church for repair of ancient perimeter wall. Council agreed to offer £3k approved on a motion proposed by Cllr C Penrose and seconded by Cllr J Stone
8. To approve level of support for Memorial Hall repair of roof with CIL monies, Council to hold on this proposal for foreseeable future.
9. To approve quotes to resurfacing MH Playground. Clerk to obtain 4th quote for colleague of Cllr A Manning. Council agreed to resurface playground in principle on a motion proposed by Cllr F Maroudas and seconded by Cllr R Head.
14. Items of interest or for future discussion.1. Cllr R Curtis requested whether Council could support the primary school in improving broadband speeds as so much more schoolwork being undertaken online due to pandemic. Clerk requested to contact OALC to see if this type of funding us within Fin Regs. ACTION: Clerk
15. Clerk requested to write to SHADDO on behalf of Council expressing congratulations on Pantomine walk and advent calendar .ACTION: Clerk
There being no other items of business the Chairman closed the mtg at 9.40pm

R.V. Hudson.
Clerk to the Council.
31/01/2021

APPENDIX 1

SHIPLAKE PARISH COUNCIL		STATEMENT OF ACCOUNTS		1	January	2021	
		<u>Paid Out in</u>	<u>December</u>	<u>2020</u>	<u>Cheque nos.</u>	<u>cashd vln</u>	
R V Hudson – salary November		74.20			BACS	✓	469.10 s 5 1963 Local Government (Financial provisions) Act
R V Hudson – expenses, office allowance November		75.20			BACS	✓	85.05 s112(2) 1972 Local Government Act
Inland Revenue – clerk's tax November		76.20			BACS	y	117.20 s111 1972 Local Government Act
Broadband(INV 4262)	04-Jan	77.20			DD	y	29.00 s111 1972 Local Government Act
Robin Head (Grasscutting)		78.20			BACS	y	52.00 s111 1972 Local Government Act
OCC (Plough Lane Footpath		79.20			BACS	y	12771.66 s111 1972 Local Government Act
Oxford It Solutions inv 19197		80.20			BACS	y	60.00 s111 1972 Local Government Act
Shiplake Court Ltd (playground maintenance)		81.20			BACS	✓	682.50 s111 1972 Local Government Act
CPRE (subscription)		82.20			102795		25.00 s111 1972 Local Government Act
Staples (office supplies account)		83.20			BACS	✓	45.26 s111 1972 Local Government Act
Shiplake Dunsden Sick Poor Fund (Donation)		84.20			102796		250.00 s137 1972 Local Government Act
Moore (Audit costs)		85.20			BACS	n	360.00 s111 1972 Local Government Act
SLCC (Membership subscription)		86.20			BACS	✓	130.00 s111 1972 Local Government Act
Staples (office supplies account)		87.20			BACS	✓	5.63 s111 1972 Local Government Act
TOTAL							15,082.40
<u>Transfer to Current Account from Deposit account</u>							
<u>Income since last meeting</u>							
untaxed interest Business account							
untaxed interest N S & I account							
VAT reclaim							
Precept							
Total							0.00
<u>Statement Balances at</u>	<u>1st</u>	<u>January</u>	<u>2021</u>				
Co-operative Bank Current account							17,904.90
Co-operative Bank Deposit account							72,874.41
National Savings High Interest account							24,340.88
TOTAL							115,120.19
<u>Uncleared /Cancelled cheques at</u>	<u>1</u>	<u>January</u>	<u>2021</u>				
CPRE (subscription)		82.20			102795		25.00
Shiplake Dunsden Sick Poor Fund (Donation)		84.20			102796		250.00
Moore (Audit costs)		85.20			BACS	n	360.00 s111 1972 Local Government Act
Total							635.00
<u>Revised Balance Bank Current Account</u>	<u>1</u>	<u>January</u>	<u>2021</u>				17,269.90
		<u>Payments due to be made in</u>	<u>January</u>	<u>2021</u>	<u>cheque no /online</u>		<u>approved under section</u>
R V Hudson – salary December		88.20			BACS	✓	469.10 s 5 1963 Local Government (Financial provisions) Act
R V Hudson – expenses, office allowance December		89.20			BACS		71.25 s112(2) 1972 Local Government Act
Inland Revenue – clerk's tax December		90.20			BACS		117.20 s111 1972 Local Government Act
Broadband(INV5124)	29-Jan	91.20			DD		29.00 s111 1972 Local Government Act
Oxford It sokns (Inv 19338)		92.20			BACS		219.57 s111 1972 Local Government Act
TOTAL							906.12
<u>Anticipated Income</u>							
precept							0.00
<u>Transfer to Deposit Account from current account</u>							0.00
<u>Transfer to Current Account from Deposit account</u>							0.00
		<u>Projected Financial Position as at</u>	<u>31st</u>	<u>January</u>	<u>2021</u>		
Co-operative Bank Current account							16,363.78
Co-operative Bank Deposit account							72,874.41
National Savings account							24,340.88
TOTAL							113,579.07
R V Hudson							
Clerk to the Council.							
<u>1</u>	<u>January</u>	<u>2021</u>					

APPENDIX 2

The **co-operative** bank

co-operativebank.co.uk/business

phone 03457 213 213

MR R V HUDSON

66 Makins Road
Henley-On-Thames
Oxfordshire
RG9 1PR

M8333/J1035308000

29800

Community Directplus Account

Summary	Date	Description	Money out	Money in	Balance
Account title SHIPLAKE PARISH COUNCIL	1 DEC 20	OPENING BALANCE			32,323.30
	16 DEC 20	STAPLES UK LTD inv 9003510399	5.63		
	16 DEC 20	STAPLES UK LTD invoice 9003489988	45.26		
	16 DEC 20	OXFORD IT SOLUTION invoice 19197	60.00		
	16 DEC 20	R HUDSON clerk expenses	85.05		
	16 DEC 20	HMRC CUMBERNAULD Clerk Tax	117.20		
	16 DEC 20	SLCC invoice MEM232615	130.00		
	16 DEC 20	R HUDSON	469.10		
	16 DEC 20	SHIPLAKE COURT LTD invoice 343	682.50		
	16 DEC 20	OXFORDSHIRE COUNTY invoice 3920438092	12,771.66		17,956.90
	31 DEC 20	ROBIN W HEAD invoice 0047642	52.00		17,904.90
		Statement closing balance			17,904.90

Statement opening balance
32,323.30

Money out
14,418.40

Money in
0.00

Statement closing balance
17,904.90

**International Bank
Account Number**

GB89 CPBK 0890 1651 0053 32

Bank Identification Code
CPBK GB22

Abbreviations: **S** Sup Total (Intermediate Balance) **OD** Overdrawn Balance **OD/S** Overdrawn Intermediate Balance **NSTF** Non Sterling Transaction Fee. Details of overdraft interest rates are shown overleaf. Details of calculations of interest charged are available on request.

SHIPLAKE PARISH COUNCIL

Prepared by: _____ Date: _____
Name and Role (Clerk/RFO etc)

Approved by: _____ Date: _____
Name and Role (RFO/Chair of Finance etc)

A	Bank Reconciliation at 31/12/2020		
	Cash in Hand 01/04/2020		101,126.28
	ADD Receipts 01/04/2020 - 31/12/2020		45,772.62
	SUBTRACT Payments 01/04/2020 - 31/12/2020		146,898.90 32,413.71
	Cash in Hand 31/12/2020 (per Cash Book)		114,485.19
B	Cash in hand per Bank Statements		
	Cash 31/12/2020	0.00	
	Cooperative Bank Current Account 31/12/2020	17,904.90	
	Cooperative Bank Business Select 31/12/2020	72,874.41	
	National Savings and Investments 31/12/2020	24,340.88	
			115,120.19
	Less unrepresented payments		635.00
			114,485.19
	Plus unrepresented receipts		0.00
	Adjusted Bank Balance		114,485.19
	A = B Checks out OK		

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SHIPLAKE PARISH COUNCIL
Summary of Receipts and Payments
Summary - Cost Centres Only

Cost Centre	Receipts			Payments			Net Position		2020		Draft Budget 2021/22
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	#/- Under/over spend		forecast	-under/+ over spend	
ADMINISTRATION				9495	3082	6413	6413		9893	398	9610
COMMUNITY				40200	15892	24308	24308		28955	-11245	39700
DISCRETIONARY EXPENDITURE				12600	4400	8200	8200		8047	-4553	6997
PUBLIC/OPEN SPACES				6400	1921	4479	4479		30234	23834	5650
RECEIPTS	53375	41559	-11816				-11816			0	35330
STAFF COSTS				8800	6002	2798	2798		8003	-797	8551
SUBSCRIPTIONS				694	215	479	479		645	-49	645
NET TOTAL	53375	41559	-11816	78189	31512	46677	34861		85777	7588	71153
Total for ALL Cost Centres		41559			31512						
V.A.T.		4214			925						
GROSS TOTAL		45773			32437						

<u>CALCULATIONS FOR PRECEPT .</u>					
<u>FOR</u>					
<u>YEAR ENDING 31.3.22</u>					
					£
Estimated balance at 31.12.20					114456
Estimated income January 21-March 21					35330
Total					149786
Estimated payments January 21-March 21					54265
Estimated balance at 31.3.21					95521
Estimated payments inc contingency 2021/202					71153
Total possible payments					71153
Less estimated income (other than precept)					35330
Total					35823
Less balance estimated at 31.3.21					95521
Total balance 31.3.22					59698
Precept to be requested (to be agreed)					29190
tax base					
2017-18	2018/19	2019/20	2020/21	2021/22	
979.9	998.2	969.9	975.5	984.2	
precept				29190	inflation 0.5%
28100	28840	28616	29045	29190	
council tax per band D dwelling					
28.7	28.7	29.5	29.8	29.7	
				1.00	