

SHIPLAKE PARISH COUNCIL

Minutes of the Parish Council Meeting of Shiplake Parish Council
which took place on Monday April 13th, 2026
at **Shiplake Memorial Hall** at 7.00 p.m.

- 1 **PRESENT:** Cllr C Penrose (Chair), Cllr R Head, Cllr R Curtis, Cllr J Stone, Cllr D Miller, and. Apologies were received from Cllr D Pheasant (Deputy Chair), Cllr A Manning and Cllr M Giles (DC). IN ATTENDANCE: Cllr L Rawlins (OCC/DC) and one member of the public.
 - 2 **DECLARATIONS OF INTEREST** None declared.
 - 3 **O.C.C.** Cllr Rawlins gave his report. Full report can be viewed on website or [HERE](#)
 - 4 **S.O.D.C.** Cllr Rawlins gave his report. Full report can be viewed on website or [HERE](#).
 - 5 **MINUTES** Council resolved to approve the minutes of the Parish Council meeting held on March 9th, 2026, on a motion proposed by Cllr R Head and seconded by Cllr R Curtis
 - 6 **OPEN FORUM:** The Chair opened forum at 7.32 pm to allow the member of the public speak on behalf of his planning application. The Chair resumed the meeting at 7.46pm.
 - 7 **PLAYGROUNDS** Cllr R Curtis reported a broken slat in Badgers Walk and a loose bolt in Memorial Hall otherwise all playgrounds satisfactory. Clerk reported that 14 responses had been received from residents' ref new playground with Design A receiving 9 votes. Design C 4 votes and Design B 1 vote. Clerk to submit grant application to SODC with timelines now realistically for approval September.
 - 8 **POLICE MATTERS** Cllr R Curtis reported 0 incidents in the villages (Feb2026) Full report can be viewed on [Crime Map](#)
 - 9 **HIGHWAY MATTERS** Clerk to contact Highways engagement officer by phone to clarify Bus Stop situation also Harpsden PC. ACTION: Clerk
 - 10 **COMMUNICATIONS PLAN** Cllr Penrose updated Council on good progress. Group are at position of shortly being able to select preferred supplier.
 - 11 **EMERGENCY PLAN** nothing further to report.
 - 12 **PLANNING:**
 - 1) New Road appeal hearing update .Appeal dismissed
 - 2) Thames Farm appeal hearing update .Waiting results
 - 3) P26/S0855/PDH Heathfield Permitted development RB No response required
 - 4) P26/S0580/S73 Redlac Bolney Road Amendment RB 8th April 2026 REF: **293842** decisions made see below
 - 5) P26/S0823/LB Shiplake College Arnold RB 25th April 2026 NO MATERIAL OBJECTIONS
 - 6) [P26/S0857/FUL](#) Shiplake Memorial Hall Atkinson RB 19th April 2026 NO MATERIAL OBJECTIONS
 - 7) [P25/S3158/HH](#) Charleston Amendment Harris RB 14th April 2026 RESPONSE Submitted via email
 - 8) P26/S0917/LDP Southcote, Toast Lane Officers to ensure building is ancillary to main accommodation
- DECISIONS**
- 1) P25/S3467/O Hallemead House PERMISSION REFUSED
 - 2) P26/S0176/HH Newlands PERMISSION GRANTED with 3 conditions
 - 3) P26/S0051/HH Willows Reach PERMISSION GRANTED with 2 conditions
 - 4) P26/S0352/S73 33 Plowden Way **PERMISSION GRANTED** with 4 conditions
 - 5) P26/S0580/S73 Redlac House **PERMISSION GRANTED** with 2 conditions
 - 6) P26/S0300/S73 The Cottage **PERMISSION GRANTED** with 8 conditions
 - 7) P25/S0195/O Land to the North of New Road APPEAL DISMISSED Partial costs awarded
- Council resolved to approve recommendations on a motion proposed by Cllr R Curtis and seconded by D Miller

13 **FINANCIAL MATTERS.**

1. Council resolved to approve payments for April (APPENDIX 1) on a motion proposed by Cllr R Curtis and seconded by Cllr C Penrose
 2. Council resolved to approve March Bank Statement on a motion proposed by Cllr R Curtis and seconded by Cllr C Penrose.
 3. Council resolved to approve March Bank reconciliation (APPENDIX 2)) on a motion proposed by Cllr R Curtis and seconded by Cllr C Penrose.
 4. Council resolved to approve proposed AGAR figures (APPENDIX 3) on a motion proposed by Cllr R Curtis and seconded by Cllr D Miller.
 5. Council resolved to approve 2025/26 Year end R & P statement (APPENDIX 4) on a motion proposed by Cllr R Curtis and seconded by Cllr D Miller.
 6. Council reviewed quotes for Speed Restriction Gates and noticeboards maintenance £1500 and requested alternative quotations Cllr R Curtis offered to quote
 7. Clerk updated Council on quotes for daffodil planting. Clerk awaiting quotation due to contractor being off work injured. Council agreed to wait
- 14 **FOOTPATHS.** Shiplake update A4155 repairs Clerk to follow up with Highways as path has not been repaired (House owner O'Donnell). Cllr J Stone requested repairs to Thames footpath under rail bridge in Mill Road where railing is missing. Clerk to contact Cllr Rawlins. ACTION: Clerk
- 15 **NATIONAL LANDSCAPES** (AONB) no further information
- 16 **MEMORIAL HALL.** Cllr A Manning. Staging Front has been updated.
- 17 **CORRESPONDENCE.** Cllr R Curtis to contact Vice Chair at Shiplake Primary School on their request of support for counsellor. Council rejected request as it was a service and not a tangible asset.
- 18 **ITEMS OF INTEREST** or for future discussion. APM meeting date and format was discussed
Cllr C Penrose to draft an agenda to allow publication of event. ACTION: Cllr C Penrose

There being no other items of business the chair closed the meeting at 9.15pm.

R.V. Hudson.
Clerk to the Council.
15th April 2026

APPENDIX 1

SHIPLAKE PARISH COUNCIL			STATEMENT OF ACCOUNTS				1	April	2026	
	Scribe Code	Scribe Cost Centre	Paid Out in	March	2026	Payment	paid			
R V Hudson – salary February	7	Clerk Net Salary	116.25	09-Mar	13.1	BACS	742.56	£ 5	1963 Local Government (Financial provisions) Act	
R V Hudson – expenses, office allowance February	9	Clerk Expenses	117.25	09-Mar	13.1	BACS	162.09	£ 112(2)	1972 Local Government Act	
Inland Revenue – clerk's tax /NIC February	8	Clerk Tax/NI	118.25	09-Mar	13.1	BACS	262.32	£ 111	1972 Local Government Act	
Zzoomm(INV908239) date 260226	12	Telephone/Broadband	119.25	09-Mar	13.1	BACS	30.00	£ 111	1972 Local Government Act	
Tactical Facilities (INV SI -5213)	22	Dog Bin Servicing	120.25	09-Mar	13.1	BACS	5.70	£ 111	1972 Local Government Act	
Tactical Facilities (INV SI -5230)	23	Grasscutting	121.25	09-Mar	13.1	BACS	72.34	£ 111	1972 Local Government Act	
Oxford It solutions (inv32542)	32	Web-Site/Social Media	122.25	09-Mar	13.1	BACS	28.80	£ 111	1972 Local Government Act	
Memorial Hall (inv2026-034)	19	Meetings	123.25	09-Mar	13.1	BACS	77.50	£ 111	1972 Local Government Act	
OALC subscription (inv6241)	46	OALC	124.25	09-Mar	13.1	BACS	452.88	£ 111	1972 Local Government Act	
Grant SMH	35	Shiplake Memorial Hall	125.25	20-Mar	13.1	BACS	2250.00	£ 161	1972 Local Government Act	
SODC dog bin service (inv 10393219)	22	Dog Bin Servicing	126.25	20-Mar	13.1	BACS	280.94	£ 111	1972 Local Government Act	
Goldleaf treeworks	27	Repairs and Maintenance	127.25	25-Mar	13.1	BACS	300.00	£ 111	1972 Local Government Act	
TOTAL							4,665.13			
Transfer to Current Account from Deposit account										
Income since last meeting										
CCLA month interest										
Precept grant										
Bank interest										
CIL Payment										
Total							3,200.00			
Statement Balances at 1st April 2026										
Co-operative Bank Current account										
Co-operative Bank Deposit account 1)										
Co-operative Bank Deposit account (2) new										
National Savings High Interest account(closed)										
CCLA (PSDF)										
TOTAL							163,643.72			
Uncleared /Cancelled cheques at 1 April 2026										
Total										
Revised Balance Bank Current Account							16,061.41			
Payments due to be made in April 2026										
approved under section										
R V Hudson – salary March										
R V Hudson – expenses, office allowance March										
Inland Revenue – clerk's tax /NIC March										
Zzoomm(INV950781) date 260326										
Tactical Facilities (INV SI -5382)										
Tactical Facilities (INV SI -5406)										
Memorial Hall (inv 2026-053)										
Robin Head grasscutting (inv)										
Total							1,398.71			
Anticipated Income										
CCLA (interest)										
CCLA (interest)										
Precept										
Total							18,816.00			
Transfer to Deposit Account from current account										
Transfer to CCLA(PSDF) from Current Account (CO-OP)										
Transfer to Current Account from Deposit account										
Projected Financial Position as at 30th April 2026										
Co-operative Bank Current account										
Co-operative Bank Instane Access Deposit account (1)										
Co-operative Bank Instane Access Deposit account (2)new										
National Savings account(closed)										
CCLA (PSDF)										
TOTAL							181,369.20			
R V Hudson										
Clerk to the Council										
1	April		2026							

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 31/03/2026		
	Cash in Hand 01/04/2025		166,368.32
	ADD Receipts 01/04/2025 - 31/03/2026		85,332.65
	SUBTRACT Payments 01/04/2025 - 31/03/2026		251,700.97
			88,057.25
	Cash in Hand 31/03/2026 (per Cash Book)		163,643.72
B	Cash in hand per Bank Statements		
	Petty Cash	31/03/2026	0.00
	Cooperative Bank Current Account	31/03/2026	16,061.41
	CCLA (PSDF)	31/03/2026	96,924.00
	Cooperative Bank Deposit "B"	31/03/2026	0.00
	National Savings and Investments	31/03/2026	0.00
	Cooperative Bank Business Select	31/03/2026	50,658.31
			163,643.72
	Less unrepresented payments		
			163,643.72
	Plus unrepresented receipts		
	Adjusted Bank Balance		163,643.72
	A = B Checks out OK		

SHIPLAKE PARISH COUNCIL**Annual Return****Accounts for Year from 01/04/2025 to 31/03/2026**

This is prepared based on the information in "Governance and Accountability for Local Councils : a Practitioners' Guide"

Important note: These figures have been prepared on a RECEIPTS and PAYMENTS basis.

* Note :- An asterisk to the right of the box below indicates it is an item that has changed by more than 15% and £200 from the previous year and probably warrants a comment in your notes. This is only an indication and should not be considered exclusive. You will only see asterisks if this is the second year you have used the report.

		Year ending	
Box No.	Description	31/03/2025 £	31/03/2026 £
1	Balances brought fwd	130,698.24	166,368.32
2	Annual precept	35,000.00	35,875.00
3	Total other receipts	35,011.63	49,457.65
4	Staff Costs	11,025.58	11,862.00
5	Loan interest/capital repayment	0.00	0.00
6	Total other payments	23,315.97	76,195.25
7	Balances carried forward	166,368.32	163,643.72
8	Total Cash and Short Term Inve	166,368.32	163,643.72
9	Total Fixed Assets and Long Ter	185,627.82	185,581.86
10	Total Borrowings	0.00	0.00

Page 1	SHIPLAKE PARISH COUNCIL STATEMENT OF ACCOUNTS			29 April 2025 (2024-2025)
		RECEIPTS		PAYMENTS
Opening Balance				
Balance at Bank	130,698.24			
Cash in Hand				
Precept	35,000.00			
Bank Interest	3,961.30			
N S & I Interest				
VAT Reclaim	7,410.67			
Grants	9,251.80			
Clerk Gross Salary				
Clerk Net Salary		8,459.92		
Clerk Tax/NI		2,565.66		
Clerk Expenses		1,115.49		
Clerk Pension				
Clerk Mileage		179.10		
Telephone/Broadband		375.17		
Audit Fees		690.00		
Accountancy		345.60		
Consultancy		7,132.70		
Course Fees				
Stationery/Office Supplies		25.89		
Office Equipment				
Meetings		1,138.00		
Insurance		2,461.63		
Advertisements				
Dog Bin Servicing		465.21		
Grasscutting		1,084.50		
Playground Inspections		256.00		
Playground Badgers Walk				
Playground Memorial Hall				
Repairs and Maintenance		210.00		
Bus Shelters				
Neighbourhood Plan				
Village Event				
Newsletter/Communications		712.51		
Web-Site/Social Media				
Notice/Information boards				
Highway Safety				
Shiplake Memorial Hall				
Shiplake Primary School				
Shiplake Nursery				
Shiplake Church				
Royal British Legion		500.00		
Shiplake Football Club				
Shiplake Scouts				
Sue Ryder Nettlebed				
Citizens Advice Bureau				
South & Vale Carers				
The Rosemary Club				
OALC		367.43		
SLCC		190.00		
CPRE				
Chiltern Society				
LCR				
Parish on Line				
Community First Oxfordshire				
Shiplake Community Event				
Asset				
Contingency				
Defib Maintenance		299.85		
OPFA				
Sustrans				
Oxfordshire Carers				
Oxfordshire Assoc for the Blind				
Chilterns Conservation Board				
Shiplake, Harpsden,Dunsden & Peppard Sick Po		250.00		
Shiplake Community Club				
Non Specific Expenditure				
Shiplake Tennis Club				
Misc Admin				
Shiplake Bowls Club				
Environmental Projects		1,531.94		
CIL payment				
insurance claim				
Delivery				
SHADDO		200.00		
CIL	14,387.86			
Bus Shelters ER				
Vehicle Activated Signs		1,650.00		
Footpath Bridge				
Play Equip Repairs				
Play Equip New playground				
VAT		2,134.95		
	70,011.63		34,341.55	
Closing Balances:				
Balances in Bank Account			166,368.32	
Cash in Hand				
TOTAL	200,709.87		200,709.87	
The above statement represents fairly the financial position of the council as at 31 Mar 2025				
Signed	Responsible Financial Officer			
Date				