

SHIPLAKE PARISH COUNCIL

Minutes of the meeting of Shiplake Parish Council
which took place on Monday October 13th, 2025
at **Shiplake Memorial Hall** at 7.00 p.m.

MINUTES

- 1 **PRESENT:** Cllr D Pheasant (Deputy Chair), Cllr R Head, Cllr Stone, Cllr R Curtis, Cllr D Miller, and Cllr A Manning. Apologies were not received from Cllr M Giles (SODC) who did not attend. Apologies were received from Cllr C Penrose. **IN ATTENDANCE:** Cllr L Rawlins (OCC/DC). and fourteen members of the public Councillors congratulated Cllr R Head on his forthcoming “significant” birthday. In the absence of Cllr Penrose, Cllr D Pheasant took the Chair.
- 2 **DECLARATIONS OF INTEREST** None declared. Cllr A Manning reported that having reviewed the recent code of conduct training video sent out by the Chair as illuminating.
- 3 **O.C.C.** Cllr Rawlins gave his report. Applications are requested for the Councillor Priority Fund for local infrastructure projects. Closing date 5pm, November 30th 2026 **ACTION :** Clerk .Full report can be viewed on website or [HERE](#)
- 4 **S.O.D.C.** Cllr Rawlins gave his report. Applications are requested for the Councillor Community Fund for local infrastructure projects closing date December 5th Noon 2025. **ACTION :** Clerk .Full report can be viewed on website or [HERE](#).
- 5 **MINUTES** Council resolved to approve the minutes of the Parish Council meeting held on Monday 8th September 2025, on a motion proposed by Cllr R Head and seconded by Cllr R Curtis
- 6 **OPEN FORUM:** Chair closed the meeting at 7.22 pm to allow the member of the public to speak. Ms Ward, a representative of 101 residents spoke eloquently on their strong objection to the expected planning application for 92 homes on the pony fields, Bolney Lane .Cllr Pheasant responded that Council have not received an application and will review critically when it is submitted and noted resident’s concerns .Mr Grainger spoke of his application for development works at the Corner Shop Mr McAlpine spoke on an issue with planning enforcement regarding an overgrown hedge Council requested Clerk to forward the relevant paperwork to Cllr Rawlins **ACTION :** Clerk and suggested engaging a solicitor as a precaution. The Chair resumed the meeting at 7.55pm.
- 7 **PLAYGROUNDS** Cllr R Curtis gave his report. Damage still at Badgers Walk Clerk reported reparation is in hand for early November .Clerk reported he has two contractors willing to carry out refurbishment, one on a phased basis and one as a one off contract .Clerk to present quotations and drawings at November meeting .**ACTION :** Clerk. Clerk still unable to secure repairs at Mem Hall playground and has escalated to higher authority.
- 8 **POLICE MATTERS** Cllr R Curtis. Council expressed disappointment at the non-attendance of the PCSO as had been promised .1 Public Order incident reported. Full report can be viewed [Crime Map](#)
- 9 **HIGHWAY MATTERS** 1) OCC highways engagement team update .2) Thames Farm Crossing update.3) Wyevale Bus Stop No action despite requesting follow up. Clerk to contact Highways again **ACTION:** Clerk. Clerk to contact Taylor Wimpey to effect repairs to damaged fencing on Reading Road blown down in fierce winds.
- 10 **COMMUNICATIONS PLAN** Cllr D Pheasant did not have the three requested quotes but reported progress has been made and asked the Clerk to circulate email from Mr G Jones recording recent meeting **ACTION:** Clerk
- 11 **EMERGENCY PLAN** Cllrs Manning and Stone nothing to report
- 12 **PLANNING:** To ratify decisions made and review any new applications received since Parish Council Planning meeting 8th September 2025.No Planning Meeting September.
1)[P25/S2866/FUL](#) The Corner Shop Grainger RB 17th Oct 2025 **RESPONSE** council request amendment due to errors REF 285460

DECISIONS

1)[P25/S1930/HH](#) Old Court House PERMISSION Granted with 3 conditions

Recommendations approved on motion proposed by Cllr R Head and seconded by Cllr J Stone

Council have received response from SODC planning reference use of Shiplake Meadows facilities .It has been confirmed that there is no need for planning permission for change of use this was covered in the S106 legal agreement that accompanied the outline permission required a Management Scheme to be approved by the Council. This document was approved by the Council in 2024 and included the clause “*The communal facilities will be accessible to owners, their guests, and the public.*”

13 FINANCIAL MATTERS.

1. Council resolved to approve payments for October (See Appendix 1) on a motion proposed by Cllr R Curtis and seconded by Cllr D Miller
2. Council resolved to approve September Bank Statement. on a motion proposed by Cllr R Curtis and seconded by Cllr D Miller
3. Council resolved to approve September Bank reconciliation (See Appendix 2) on a motion proposed by Cllr R Curtis and seconded by Cllr D Miller
4. Council resolved to approve payment of A4155 Footpath Construction £28500+VAT on a motion proposed by Cllr R Curtis and seconded by Cllr D Miller
5. Council resolved to approve payment of £305.93 for six road closed signs on a motion proposed by Cllr R Curtis and seconded by Cllr R Head
6. Council resolved to approve the 1/3rd SPC contribution to Thames Farm Rule 6 application £20k on a motion proposed by Cllr R Curtis and seconded by Cllr D Miller
7. Council resolved to approve payment of agreed purchase and installation of Boot Mud scraper at Memorial Hall of £485 on a motion proposed by Cllr R Curtis and seconded by Cllr R Head
8. Council resolved to approve NALC National pay award increase for Clerk of 3.2% on a motion proposed by Cllr R Curtis and seconded by Cllr D Miller

14 FOOTPATHS

15 AONB

16 MEMORIAL HALL.: Cllr A Manning presented picture and quote of Centenary bench.

Council resolved to approve design and purchase cost estimate of £420 plus £40 delivery plus installation when location resolved, on a motion proposed by Cllr R Curtis and seconded by Cllr R Head .Cllr Manning reported that new highway signage had been sourced at £197.Cllr Manning reported that the recent centenary quiz had raised £1000.

17 CORRESPONDENCE. TPO’s Crowsley Road progress Clerk reported that A resident and offered to get a tree contractor to review trees prior to submission for TPO application. Cllr Penrose reported via email that he has had good success with poster campaign and contacts at a local Hall event in possibly attracting two new Councillor candidates. On his return he will forward details to Council

18 ITEMS OF INTEREST or for future discussion.

The Clerk reminded Councillors of the Remembrance Day Service on Sunday 9th 2025 at the Memorial

There being no other items of interest the Chair closed the meeting at 9.35pm

R.V. Hudson.
Clerk to the Council.
15th October 2025

Appendix 1

SHIPLAKE PARISH COUNCIL		STATEMENT OF ACCOUNTS				1	October	2025	
	Scribe Code	Scribe Cost Centre	aid Out	September	2025	Payment	paid		
R V Hudson – salary Aug	7	Clerk Net Salary	51.25	8th -Sept	13.1	BACS	719.26	s 5	1963 Local Government (Financial provisions) Act
R V Hudson – expenses, office allowance Aug	9	Clerk Expenses	52.25	8th -Sept	13.1	BACS	73.50	s112(2)	1972 Local Government Act
Inland Revenue – clerk's tax /NIC Aug	8	Clerk Tax/Nil	53.25	8th -Sept	13.1	BACS	252.10	s111	1972 Local Government Act
Zzoomm(INV 664642) date 260825	12	Telephone/Broadband	54.25	8th -Sept	13.1	BACS	36.43	s111	1972 Local Government Act
Tactical Facilities (INV SI -4137)	22	Dog Bin Servicing	55.25	8th -Sept	13.1	BACS	5.70	s111	1972 Local Government Act
Tactical Facilities (INV SI -4085)	23	Grasscutting	56.25	8th -Sept	13.1	BACS	72.34	s111	1972 Local Government Act
Tactical Facilities (INV SI -3862)	23	Grasscutting	57.25	8th -Sept	13.1	BACS	36.00	s111	1972 Local Government Act
Robin Head grasscutting (inv 0462008)	23	Grasscutting	58.25	8th -Sept	13.1	BACS	60.00	s111	1972 Local Government Act
OXIT(inv 30644)	32	Web-Site/Social Media	59.25	8th -Sept	13.1	BACS	28.80	s111	1972 Local Government Act
Hiscox Insurance Council premium	20	Insurance	60.25	8th -Sept	13.1	BACS	2649.99	s111	1972 Local Government Act
Henley pest Control	27	Repairs and Maintenance	61.25	8th -Sept	13.1	BACS	65.00	s111	1972 Local Government Act
TOTAL							3,999.12		
Transfer to Current Account from Deposit account									
Income since last meeting									
CCLA month interest							337.69		
Harpsden PC grant									
VAT reclaim									
Bank interest									
CIL Payment									
Total							337.69		
Statement Balances at	1st	October	2025						
Co-operative Bank Current account							67,119.08		
Co-operative Bank Deposit account 1)							50,327.18		
Co-operative Bank Deposit account (2) new							0.00		
National Savings High Interest account(closed)							0.00		
CCLA (PSDF)							96,924.00		
TOTAL							214,370.26		
Uncleared /Cancelled cheques at	1	October	2025				0.00		
Total							0.00		
Revised Balance Bank Current Account	1	October	2025				67,119.08		
Payments due to be made in			October	2025				approved under section	
			mtg date	Minute ref	Payment				
R V Hudson – salary Sept	7	Clerk Net Salary	62.25	13-Oct	13.1	BACS	719.26	s 5	1963 Local Government (Financial provisions) Act
R V Hudson – expenses, office allowance.Sept	9	Clerk Expenses	63.25	13-Oct	13.1	BACS	76.20	s112(2)	1972 Local Government Act
Inland Revenue – clerk's tax /NIC Sept	8	Clerk Tax/Nil	64.25	13-Oct	13.1	BACS	252.10	s111	1972 Local Government Act
Zzoomm(INV 704554) date 260925	12	Telephone/Broadband	65.25	13-Oct	13.1	BACS	36.43	s111	1972 Local Government Act
Tactical Facilities (INV SI -4255)	22	Dog Bin Servicing	66.25	13-Oct	13.1	BACS	5.70	s111	1972 Local Government Act
Tactical Facilities (INV SI - 4332)	23	Grasscutting	67.25	13-Oct	13.1	BACS	72.34	s111	1972 Local Government Act
Robin Head grasscutting (inv 0462009)	23	Grasscutting	68.25	13-Oct	13.1	BACS	60.00	s111	1972 Local Government Act
Smallwoodlandscaping (footpath)	34	Highway Safety	69.25	13-Oct	13.1	BACS	34,200.00	s111	1972 Local Government Act
Street signs (road closed signs) inv 38900	34	Highway Safety	70.25	13-Oct	13.1	BACS	305.93	s111	1972 Local Government Act
1/3 Contribution to the Thames Farm Rule 6 Applicat	15	Consultancy	71.25	13-Oct	13.1	BACS	20000.00	s111	1972 Local Government Act
J Edwards Boot Mud scraper installion	27	Repairs and Maintenance	72.25	13-Oct	13.1	BACS	485.00	s111	1972 Local Government Act
Shiplake Memorial Hall (inv 133)	19	Meetings	73.25	13-Oct	13.1	BACS	70.00	s111	1972 Local Government Act
Total							56,282.96		
Anticipated Income									
CCLA (Interest)							320.64		
PRECEPT									
CIL Payment							14616.00		
Total							14,936.64		
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 31st									
Co-operative Bank Current account				October	2025		25,772.76		
Co-operative Bank Instane Access Deposit account (1)							50,327.18		
Co-operative Bank Instane Access Deposit account (2)new							0.00		
National Savings account(closed)							0.00		
CCLA (PSDF)							96,924.00		
TOTAL							173,023.94		
R V Hudson									
Clerk to the Council.									
1	October		2025						

Appendix 2

27 September 2025 (2025-2026)

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 27/09/2025		
	Cash in Hand 01/04/2025		166,368.32
	ADD		
	Receipts 01/04/2025 - 27/09/2025		63,603.85
			229,972.17
B	SUBTRACT		
	Payments 01/04/2025 - 27/09/2025		15,601.91
	Cash in Hand 27/09/2025		214,370.26
	(per Cash Book)		
B	Cash in hand per Bank Statements		
	Petty Cash 27/09/2025	0.00	
	Cooperative Bank Current Account 27/09/2025	67,119.08	
	CCLA (PSDF) 27/09/2025	96,924.00	
	Cooperative Bank Deposit "B" 27/09/2025	0.00	
	National Savings and Investments 27/09/2025	0.00	
	Cooperative Bank Business Select 27/09/2025	50,327.18	
			214,370.26
	Less unrepresented payments		
			214,370.26
B	Plus unrepresented receipts		
	Adjusted Bank Balance		214,370.26
	A = B Checks out OK		