

SHIPLAKE PARISH COUNCIL.

Minutes of the Shiplake Parish Council meeting
which took place on Monday 8th July 2024
Shiplake Memorial Hall at 7.00 p.m.

- 1 **PRESENT** Cllr C Penrose, Cllr D Pheasant, Cllr A Manning, Cllr D Miller, Cllr F Galton-Fenzi, Cllr J Stone, Cllr R Head, APOLOGIES: Cllr R Curtis sent his apologies. IN ATTENDANCE Cllr D Bartholomew (OCC) Cllr L Rawlins and Cllr M Giles (DC). There were no members of the public present.
- 2 **DECLARATIONS OF INTEREST.** None declared
- 3 **O.C.C.** Cllr D Bartholomew gave his report full report can be viewed on website or [HERE](#)
- 4 **S.O.D.C.** Cllrs L Rawlins /M. Giles gave their report. Full report can be viewed on website or [HERE](#)
- 5 **MINUTES** Cllr R Head requested the following addendum. Item 15 Correspondence, addition of: 3) Clerk requested to contact Rev Thewsey regarding the removal of Leylandii bordering the college, rejecting his request for financial support and suggesting liaising with the College ACTION: Clerk Council then resolved to approve the minutes of the meeting held on Monday 17th June 2024 on a motion proposed by Cllr R Head and seconded by Cllr D Pheasant.
- 6 **OPEN FORUM:** There were no members of the public present
- 7 **PLAYGROUNDS** Cllr R Curtis. Sent a report saying that both playgrounds are in good condition
- 8 **POLICE MATTERS** Cllr R Curtis. The latest [Crime Map is here](#)
- 9 **HIGHWAY MATTERS.** The following FMS issues have been followed up 1) VAS in reading Road covered with fixed roundel, 2) Footpath narrowing through vegetation by Primary school .3) Removal of Wig Wag sign. Cllr R head raised the safety issue of pedestrians trying to cross Reading Road at the end of Thames Farm using drop down kerb crossing. This is seen to be a hazard which has been rejected
- 10 **PLANNING:** Council reviewed new applications received since Parish Council Planning meeting 17th June 2024
Applications
 - 1) P23/S1769/O Hallemead House Woodlands Road near Harpsden RG9 4AB APPEAL
APP/Q3115/W/24/3345080 28th June 2024. No action required at this stage
 - 2) Emergency Plan: Cllrs Stone and Manning c/f to September PC mtgDecisions.
 - 3) P24/S0408/FUL: Crossways Woodlands Road near Lower Shiplake RG9 4AA PERMISSION GRANTED with 15 conditions
- 11 **FINANCIAL MATTERS.**
 1. Council resolved to approve the payments for July (Appendix 1) on a motion proposed by Cllr A Manning and seconded by Cllr D Miller
 2. Council resolved to approve the June Bank Statement on a motion proposed by Cllr A Manning and seconded by Cllr D Miller
 3. Council resolved to approve the June Bank reconciliation. (Appendix 2) on a motion proposed by Cllr A Manning and seconded by Cllr D Miller
 4. Council resolved to approve the June CCLA Statement (APPENDIX 3) on a motion proposed by Cllr A Manning and seconded by Cllr D Miller
 5. Council resolved to approve the recommendations of working party and approve the Financial Regulations (circulated) The Chairman and Clerk signed the financial regulations on a motion proposed by Cllr J Stone and seconded by Cllr D Miller
 6. Council resolved to approve the action plan produced by the Clerk to address items raised in internal auditor's report (circulated) on a motion proposed by Cllr D Miller and seconded by Cllr J Stone.

- 12 **FOOTPATHS** Nothing further to update
- 13 **AONB** Application for extension continues strongly nothing further to report.
- 14 **MEMORIAL HALL**. Cllr A Manning reported tenant has left and flat is being updated for new commercial rate let
- 15 **CORRESPONDENCE**. Letter received from Mrs J Bartholomew regarding fencing in Mill Lane installed by college >Clerk requested to forward concerns to District Councillors for action if required. ACTION: Clerk
- 16 **ITEMS OF INTEREST** or for future discussion. 1)The Clerk reported that the AGAR had been submitted to the External auditor for review .2) Cllr D Pheasant reported that he hoped to issue the next edition of the village newsletter in late August/September.
There being no other items of business the Chairman closed the meeting at 8.40 pm

R.V. Hudson.

Clerk to the Council.

APPENDIX 1

SHIPLAKE PARISH COUNCIL		STATEMENT OF ACCOUNTS			1	July	2024	
	Paid Out in	May	2024	Payment	-			
R V Hudson – salary may	21.24	17-Jun	11.1	BACS	693.47	s 5	1963 Local Government (Financial provisions) Act	
R V Hudson – expenses, office allowance.may	22.24	17-Jun	11.1	BACS	89.25	s112(2)	1972 Local Government Act	
Inland Revenue – clerk's tax /NIC may	23.24	17-Jun	11.1	BACS	188.39	s111	1972 Local Government Act	
Zoomm(INV 1800820) date 260624	24.24	17-Jun	11.1	BACS	31.91	s111	1972 Local Government Act	
Robin Head (inv 1086584) May	25.24	17-Jun	11.1	BACS	90.00	s111	1972 Local Government Act	
Tactical Facilities (dog bin) INV SI -1689	26.24	17-Jun	11.1	BACS	5.70	s111	1972 Local Government Act	
Shiplake Memorial Hall (May inv 2024-74)	27.24	17-Jun	11.1	BACS	233.00	s111	1972 Local Government Act	
TOTAL					1,331.72			
Transfer to Current Account from Deposit account								
Income since last meeting								
National Savings High Interest account					291.52			
PSDF (CCLA) income month					82.11			
Total					373.63			
Statement Balances at 1st July 2024								
Co-operative Bank Current account(inc NS&I interest)					34,190.15			
Co-operative Bank Deposit account 1)					49,520.41			
Co-operative Bank Deposit account (2) new					0.00			
National Savings High Interest account(closed)					0.00			
CCLA (PSDF)					75,000.00			
TOTAL					158,710.56			
Uncleared/Cancelled cheques at 1 July 2024								
Total					0.00			
Revised Balance Bank Current Account 3 July 2024								
					34,190.15			
Payments due to be made in July 2024 approved under section								
R V Hudson – salary June	28.24	08-Jul	11.1	BACS	693.47	s 5	1963 Local Government (Financial provisions) Act	
R V Hudson – expenses, office allowance.June	29.24	08-Jul	11.1	BACS	78.45	s112(2)	1972 Local Government Act	
Inland Revenue – clerk's tax /NIC June	30.24	08-Jul	11.1	BACS	188.39	s111	1972 Local Government Act	
Zoomm(INV 0) date 260724	31.24	08-Jul	11.1	BACS	31.91	s111	1972 Local Government Act	
Robin Head (inv 1086586) June	32.24	08-Jul	11.1	BACS	60.00	s111	1972 Local Government Act	
Tactical Facilities (dog bin) INV SI -1811	33.24	08-Jul	11.1	BACS	5.70	s111	1972 Local Government Act	
Shiplake Memorial Hall (June inv 2024-85.)	34.24	08-Jul	11.1	BACS	125.00	s111	1972 Local Government Act	
Mary Batten (station plantings)	35.24	08-Jul	11.1	BACS	281.46	s111	1972 Local Government Act	
Staples Stationery (Inv 1548657)	36.24	08-Jul	11.1	BACS	31.06	s111	1972 Local Government Act	
Oxford It solutions (inv 26914)	37.24	08-Jul	11.1	BACS	446.56	s111	1972 Local Government Act	
Total					1,495.44			
Anticipated Income								
PSDF (CCLA) income month					117.62			
Total					0.00			
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 July 2024								
Co-operative Bank Current account					32,694.71			
Co-operative Bank Instane Access Deposit account (1)					49,520.41			
Co-operative Bank Instane Access Deposit account (2)new					0.00			
National Savings account(closed)					0.00			
CCLA (PSDF)					75,000.00			
TOTAL					157,215.12			
R V Hudson Clerk to the Council.								
	1	July	2024					

APPENDIX 2

SHIPLAKE PARISH COUNCIL

1 July 2024 (2024-2025)

Prepared by: _____ Date: _____

Name and Role (Clerk/RFO etc)

Approved by: _____ Date: _____

Name and Role (RFO/Chair of Finance etc)

A	Bank Reconciliation at 01/07/2024		
	Cash in Hand 01/04/2024		130,698.24
	ADD Receipts 01/04/2024 - 01/07/2024		36,313.72
	SUBTRACT Payments 01/04/2024 - 01/07/2024		167,011.96
			7,251.40
	Cash in Hand 01/07/2024 (per Cash Book)		159,760.56
B	Cash in hand per Bank Statements		
	Petty Cash 01/07/2024	0.00	
	Cooperative Bank Current Account 01/07/2024	34,190.15	
	CCLA (PSDF) 01/07/2024	75,000.00	
	National Savings and Investments 01/07/2024	0.00	
	Cooperative Bank Business Select 01/07/2024	49,520.41	
			158,710.56
	Less unrepresented payments		25,000.00
			133,710.56
	Plus unrepresented receipts		26,050.00
	Adjusted Bank Balance		159,760.56
	A = B Checks out OK		



Statement of Account

Mr Hudson
66 Makins Road
Henley on Thames
Oxon
RG9 1PR

5 July 2024

Account name: **Shiplake Parish Council**
Account number: **PS1006770-001**
Statement period: **31/05/2024 to 30/06/2024**

Account summary

Total valuation as at 30 June 2024 **£100,000.00**
Total valuation as at last statement at 31 May 2024 **£25,000.00**

Holdings as at 30 June 2024

Fund name	Unit/share holdings	Price per unit/share	Value
The Public Sector Deposit Fund SC4 GB00B3LDFH01	100,000.0000	£1.00	£100,000.00
			Total value
			£100,000.00

Transactions for the period from 31 May 2024 to 30 June 2024

The Public Sector Deposit Fund SC4

Transaction date	Transaction type	Unit/shares	Price per unit/share	Amount (GBP)
27/06/2024	Deposit	50,000.0000	£1.0000	£50,000.00
28/06/2024	Withdrawal	-50,000.0000	£1.0000	-£50,000.00
28/06/2024	Deposit	25,000.0000	£1.0000	£25,000.00

The average Fund yield for this period was 5.20% p.a.

Income for the period is as follows:

Month	Date paid	Method	Amount (£)	Destination
May 2024	04/06/2024	Paid to Nominated Bank Details	£82.11	

Before making any additional investments into CCLA funds, please read the most recent version of the relevant fund's key information document (KID). KIDs can help investors understand the nature, risks, costs, potential gains and potential losses of fund, and compare the fund with other products. The KIDs for our funds are available in the investments section of our website at, www.ccla.co.uk. Or, you can ask us to send you copies, free of charge, by emailing our Client Services team at clientservices@ccla.co.uk.

Please keep all documents (including this statement) safe as you may need to refer to the information in the future.

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