



GORING-ON-THAMES PARISH COUNCIL

Minutes of a Council Meeting of the Goring-on-Thames Parish Council

Monday 04th October 2021 at 7:30pm, Goring Village Hall; Garden Room

Public Session – Prior to the Start of the Meeting

Chairman of MIGGS: MIGGS is confirming offer to give volunteers to the informal consultation Station Road, but the matter of collecting the questionnaires may be labour intensive. Also to confirm that the monies previously proffered to the Wallingford Road widening, would now be offered toward the Station Road Works.

MoP1: Asked for further details on the Pitch improvements, this was provided.

Editor GGN: Made comment on the council decision to submit articles rather than Minutes, and reserve the right to edit what is entered.

MoP2: Voiced worries about the move to the Gardiner Pavilion, and questioned the right of the Council to make that move. The Council confirmed the reasons for the move and that it was a temporary move to facilitate making a long-term solution. [ACTION Clerk to post the Surveyor Report on Website]

MoP3: Highlighted that the Gardiner Pavilion has been developed over the years for the sports users and asked that it not be a permanent move. Raised concerns about the quality and substance of the minutes. Commented on both the item for Welcome Signs and the history of the previous Jubilee Celebrations and Gap Festivals.

MoP4: The Community Centre could be considered as a location for the Parish Office going forward.

Members Present:

Chairman	Cllr K Bulmer (KB)
Vice Chairman	Cllr Matthew Brown (MBr) [Left 19:55]
Members	Cllr Laurie Reavill (LR)
	Cllr David Brooker (DB) N [DB Left 21:13]
	Cllr Sonia Lofthouse (SL)
	Cllr Bryan Urbick (BU)
	Cllr Mary Bulmer (MBu)
	Cllr John Wills (JW)
	Cllr Tony Virgo-Harris (TVH)

Officers Present:

Clerk	Laura White (LW)
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Public and Press:	Cllr M Filipova-Rivers + at least 11
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Meeting started 19:49

21.04.1. To receive apologies for absence and to approve the reasons given. [LGA 1972 s85(1)]

Apologies received from: Cllr E McCorkell

Resolved: Reasons for apologies approved, Unanimous

21.04.2. Declarations of Interests [LA 2011 s31]

None

21.04.3. To consider requests for Dispensations [LA 2011 s33]

None

21.04.4. To approve the minutes of previous council meetings [LA 1972 Sch 12. Para 41(1)]

21.04.4.1. Meeting held on 04th May 2021

Resolved: Approved for accuracy and signed, unanimous.

21.04.4.2. Matters arising from the minutes not elsewhere on the agenda.

None

21.04.5. To receive Chairman's report and announcements

A request has been received to wait for item 21.04.12.2 until the Artistic Director of Gap Festival can be present at the meeting to make meaningful contribution in the discussion regarding the Jubilee Celebration.

21.04.6. Noting the resignation from the position of Vice-Chairman of Cllr Wills, to elect a Vice-Chairman for the year ahead [LGA 1972 s 15(6) & 34(6)]

The Chairman offered his thanks to JW, for their efforts and he will be missed in the position of Vice-Chairman.

Resolved: Approved to appoint Cllr M Brown as Vice-Chairman for the remainder of the year ahead, Unanimous. [MBr left the meeting, 19:55]

21.04.7. To receive reports from District and County Councillors

21.04.7.1. Oxfordshire County Councillor; K Bulmer

Appendix A

Comments in addition to the Report: At the latest Pension meeting, County Councillor Bulmer asked that all passive funds be moved to Paris Treaty aligned funds.

21.04.7.2. South Oxfordshire District Councillor; M Filipova-Rivers

Appendix B

Comments in addition to the Report: District Councillor Filipova-Rivers [MFR] highlighted that civil parking enforcement was coming in on 1st November 2021, and an advertising campaign was in progress. It was asked of MFR how much attention Goring will receive for the enforcement. It was confirmed that areas

across the county such as those with train stations will receive extra attention. It was mentioned also that the PC should review the double yellow lines across the village to ensure they are only in areas which are needed.

The item of the planning application for a Transitional Hybrid Energy Plan on land on the Wallingford Road was raised, confirmation was given that a decision on the application had not been made.

21.04.8. Planning

21.04.8.1. To receive the minutes of meetings of:

- 27th April 2021
- 27th July 2021
- 24th August 2021

Resolved: To receive all Planning Committee minutes noted above, approved, Unanimous.

21.04.8.2. To approve Planning Committee Terms of Reference, including moving to 2 meetings per month, and having 5 core members, with ability to substitute.

Suggestions were received in advance of the meeting to adjust the draft ToR as follows: [Bold and italicised indicates suggested update]

1 Remit

To review all planning applications, and respond on behalf of the council to planning consultations, ***and when considered appropriate*** send a representative of the Goring-on-Thames Parish Council ***to*** any relevant planning committee meetings of the planning authority.

2 Appendix F – item 5 – second para, proposed amendment to text – “To study relevant plans, ***individual Councillors to take a view as to whether to visit relevant sites to form their opinion*** and consider any comments from members of the parish before coming to a decision.”

3 Where the term “ensure” (see item 3 & 5) is in the text precede with “***endeavour to***”.

Resolved: Approved to accept suggestions as given by e-mail in advance of the meeting as detailed above and approve the ToR also including **6** core members, suitable for use and revert to 2 meetings per month, Unanimous.

21.04.8.3. To appoint the 5 core members to the planning committee, noting any member of the council may substitute if required.

Resolved: to appoint 6 core planning members as per the updated ToR of: Cllrs M Brown; S Lofthouse; J Wills, D Brooker; M Bulmer, approved, unanimous.

**21.04.8.4. To consider application and approve response to the planning authority: P21/S3944/HH;
2 Woden House; Limetree Road; Goring; RG8 9EY**

Proposed erection of a single storey rear extension.

Resolved: Approved to submit the response: No Objections and attach the standard GPC planning informative document, Unanimous.

**21.04.8.5. To consider application and approve response to the planning authority: P21/S3889/HH;
22 Springhill Road, Goring, RG8 0DA**

Formation of new two storey rear extension, formation of new front entrance porch, with associated internal alterations. Change existing tile hanging to timber cladding and render existing painted brickwork. Formation of new carport.

Resolved: Approved to submit the response: No Objections and attach the standard GPC planning informative document, Unanimous.

21.04.9. To receive minutes of Committees

21.04.9.1. Staffing Committee; 20th September 2021

Resolved: The Staffing Committee minutes were received, Unanimous.

21.04.10. To ratify decisions made under Section 101 delegation since the 4th May 2021. Appendix H

Resolved: The council confirmed the following decisions made under Section 101 delegation reflected the majority opinion of the members of the council and formally ratified items 21.04.10.2 – 21.04.10.11, unanimous

21.04.10.1. Approved: Cancel Henley Standard Subscription

Proposal: Approved to reinstate Henley Standard subscription, and have delivered directly to LR who will now produce the summary, by majority.

21.04.10.2. Approved: Signing agreement for 10y pitch improvements and use of burial ground garage to store mowing equipment.

21.04.10.3. Approved: Move Parish Office to Gardiner Pavilion Changing Rooms 3 & 4, including associated works of registering postal address; moving sprinkler control panels; electrical installations; cancelling OJFS internet and phone; changing to mobile internet and VoIP phone.

- 21.04.10.4. Approved: Maintenance to the large Burial Ground Oak Tree, £260**
- 21.04.10.5. Approved: Purchase and operation of the little Christmas Trees on the High Street, £200**
- 21.04.10.6. Approved: Increase summer of play budget by£500 due to Goring Arts Society Grant, total now £10,500.**
- 21.04.10.7. Approved, £50 to pay for CiLCA submission extension for the Clerk**
- 21.04.10.8. Approved: Move to Scribe products for Accounts; Cemetery Management; Bookings.**
- 21.04.10.9. Approved: Fees Schedule for 2021/2022, applicable 1st Sept 2021 through 31st March 2021, to being inline with the council financial year.**
- 21.04.10.10. Approved: To no longer submit summarised minutes to the GGN, but rather articles containing pertinent points of note or general Parish Council updates. Items to be submitted to be agreed at the end of each council meeting or in agreement with the Clerk and the Communications Committee or Chairman of the Council.**
- 21.04.10.11. Approved: to ask the whole community for ideas regarding the Queen’s Jubilee Celebrations, and enter as an item on this agenda.**
- 21.04.11. To receive correspondence Appendix I**

Resolved: The council received the items of correspondence and agreed to discuss the content at the appropriate agenda item, unanimous.

- 21.04.11.1. Correspondence relating to updating the “Welcome to Goring” signs.**
- 21.04.11.2. Correspondence relating to Queen’s Platinum Jubilee Celebrations.**

- 21.04.12. Clerk’s Report Appendix J**

- 21.04.12.1. To approve, allowing with appropriate audit trail, the bound minutes (1895-1997 approximately) to be kept by the Historical Society for the purposes of photographing for village archives. Target to complete by Christmas 2021, to then move the minutes to the county archives. The archives to be transferred to County Archives at the earliest opportunity.**

Resolved: Approved to move the bound historical minutes to the History Society Archive Room at the Community centre for the purposes of photographing, appropriate receipts for record of location will be kept. Minutes to be transferred to the county archives at the earliest opportunity, unanimous.

- 21.04.12.2. To consider options regarding marking The Queen’s Platinum Jubilee. If appropriate approve use of the Sheepcot Recreation ground for the chosen activity, approve creation of any working group, Terms of Reference and appoint members.**

A representative of the Gap Festival made representation on the proposal to the Council. Including:

- The festival is a legacy project from the 2021 jubilee.
- This year the plan for the festival is to be very inclusive of all community members with a lot of free or heavily subsidised activities.
- Jubilee day would be a programme of free community events and stalls in the morning including activities such as tug of war etc, open to all, and all village groups/clubs/organisations would be invited to contribute suggestions and ideas. To be used as a forum to rekindle the interest in all the groups and organisations in the village.
- Sheepcot was proposed as a safe, accessible and large area for families and community to come together.
- A street party event in the afternoon/tea-time, but on the recreation ground rather than the street, to include picnics / afternoon tea type offering.
- Consideration would be given and talks would be entered into with the Football club regarding shared use of any covering / marquee which was erected for the Jubilee Celebrations.
- Thanks were given that the community had already been asked by the parish council for ideas and that any ideas the PC are given are passed on to the Festival organisers.

It was commented that the proposal sounded like a traditional British fair, it was also asked how the grounds will be protected regarding the pitch development being funded by the Sheepcot field and the Football Association.

Resolved: Approved that the Gap Festival organisers can proceed with their plans for Jubilee Weekend and any ideas the parish council received from community would be shared with the organisers, Unanimous.

21.04.12.3. To appoint a Public Transport Representative (PTR)

Resolved: Approved to appoint Cllr Reavill, Unanimous.

21.04.12.4. To consider options regarding the large Christmas Tree, agree actions and any budget required.

Proposal: for this year continue with the normal process for this year of seeking a donated tree.

Resolved: Approved TVH to lead with support from DB, and GGBN reserved monies to pay for the costs of lights and stays, Unanimous.

21.04.12.5. To approve a formal vote of thanks to Cleeve-by-Goring WI for running the recent Litter Picking Event, and consider approving to pay their costs for the hire of Community Centre for the duration of the event, £27. Noting in future, the event could be run from the Gardiner Pavilion, centrally located in the village at no cost to the council.

Resolved: Approved record a formal vote of thanks to Cleeve-by Goring Wi for running the recent litter pick throughout the parish of Goring-on-Thames, and pay the £27 cost for the hire of the Community Centre for the event, Unanimous.

21.04.12.6. To note, now that traffic levels appear to have normalised, Clerk to action the previously approved Speed Survey on Wallingford Road, and proposal for this meeting to approve extending the survey to include Station Road.

Resolved: Noted to pursue speed survey on the Wallingford Road and approved to include Station Road in the assessment, unanimous.

21.04.13. Facilities Report

Appendix K

21.04.13.1. To approve cleaning the River Bridge Lanterns twice per year, rather than once every 3 years. Cost rising from £33.74 to £67.09 per lantern per year.

Resolved: approved to increase the cleaning schedule for the river bridge lanterns to twice per year, unanimous.

21.04.13.2. To approve replacing River Bridge Lantern #3 with an Urbis Abbey, with 16. No Warm White LEDs, quote: £974.50.

Resolved: approved to replace #3 river bridge lantern, £974.50, unanimous.

21.04.13.3. To approve requesting one lighting column at the junction of Manor Road with the GNP3 site access road. Also approving to accept the column after it has been commissioned on to the PC asset register and including in the maintenance contract for Street Lighting in the village.

Resolved: approved to request one lighting column at the junction of Manor Road with the GNP3 access road, and approved to accept the column, once commissioned on to the Parish Council asset register and addition annual cost for Street Light maintenance, and request lump sum for maintenance as per S106 requirements, unanimous.

21.04.13.4. To consider all of the proposed options regarding the potential new Welcome Signs and agree actions or approve way forward.

A summary of the works so far was given, including:

- Original approval in principle from the council was as long as no cost.
- Project cost approximately £5000, 50% raised by Goring in Bloom; 50% match funded from OCC Highways.
- Some members of the village have written in support of the project some have written against the updating of the signs.
- Also Parish Council name is Goring-on-Thames, however the postal address of the village is Goring.
- One proposal has been to revert the PC name back to Goring.

- It was suggested that there be an inexpensive consultation to ask those whose addresses are in the village be asked if they wish the name on the signs were changed.

Approved: to conduct a formal consultation on the name of the 3 entrance signs whether it is Goring or Goring-on-Thames, and that signs showing awards be on a separate sign below the main sign, which is changeable and can be updated, by majority.

21.04.13.5. To approve converting the kitchen window at the Sheepcot Pavilion to a secure hatch, subject to receiving a donation to cover the full cost - £700

Resolved: approved to proceed with the conversion, subject to receiving the donation monies prior to accepting the quote and proceeding with the works, unanimous.

21.04.13.6. To approve budget to replace the roof tiles at the Sheepcot Pavilion - £650

Resolved: approved, unanimous.

21.04.13.7. Burial Ground – to consider purchase of some additional maintenance equipment, including battery powered strimmer to allow staff to complete minor maintenance tasks, maximum budget £300, including the required PPE, subject to the appropriate Risk Assessments being in place prior to any works commencing.

Resolved: approved, unanimous.

21.04.13.8. To approve £600 for moving equipment and files to the Gardiner Pavilion from OJFS

Resolved: approved, unanimous.

21.04.13.9. To consider a quote for installing a hatch at the Gardiner Pavilion and letter box etc. £2400.

Resolved: approved to seek more quotes for hatch, approved budget of no more than £100 to install letter box, unanimous.

21.04.14. To receive reports and consider actions arising from Working Groups and Committees

21.04.14.1. NP Strategic Project – Goring CofE Primary School WG

A request has been made by the school to let them know where monies can come from to support their projects. We have ensured the message back to the school states we need to know how much money they are seeking prior to any decisions on PC monies being prioritised for the project.

21.04.14.2. Conservation Area Appraisal WG

A written update was received in advance of the meeting:

The appraisal has been progressing reasonably well since we submitted the first draft of a text to SODC in June. This was followed by a visit from SODC's two Conservation Officers in July.

They spent a day with us in the village, walking round the conservation area to consider our survey, notes and analysis and giving us some feedback on our conclusions and the draft text. The visit was very helpful and their expertise gave us both confidence in our conclusions and new insights that we had not considered.

While parts of the report are more or less agreed, others have needed substantial additional work and more revision. Recording of the buildings of local interest has proved to be a significant task and has taken longer than expected. Proposals for boundary changes have been agreed. A management plan remains outstanding, as does the need to take (or retake) more photographs. This is time-consuming as the right time of day and good weather conditions need to coincide.

We are now working on a second draft text for SODC, which our liaison Conservation Officer will check for accuracy and detail and enter into the Council's appraisal report proforma for us. He will also help us create the maps that must be included. When the final draft appraisal report is completed, SODC will organise a public consultation.

21.04.14.3. Traffic Management, Parking & Pedestrian Safety Committee

No Update

21.04.14.4. Station Road Sub-Committee

Appendix L

- To approve conducting informal consultation including a maximum budget of £100 toward printing costs on the topic of a Pedestrian Priority Lane in Station Road.
- To note that in light of GPC having EMR funds to cover the full Wallingford Road pavement widening project, MIGGS would prefer to financially support the Station Road project.

It was noted that after the informal consultation for the *trial* pedestrian priority lane there would then be a formal consultation prior to any permanent

Resolved: Approved to conduct the informal consultation, approving £100 budget for printing costs etc, Station Road, Croft Road & Manor Road, Grange Close; Homelea Road, and involve the members of community involved in the Conservation Area Appraisal, Unanimous.

21.04.14.5. Communications Committee

None

21.04.15. Public Spaces Review & Summer of Play

Appendix M

The Chairman offered thanks to those who were involved in the summer of play for their efforts.

21.04.15.1. To receive an update on activities of the working group since the last meeting and agree actions.

No updates, other than the following points.

21.04.15.2. To approve accepting revised scope and quote from the chosen Landscape Architect.

Summary was given on the selection of the Landscape Architect and the expanded scope.

Resolved: Approved to accept the revised quote and scope, unanimous.

21.04.15.3. To receive an update on the Summer of Play 2021

Received.

21.04.15.4. To consider running a short (1-3days) Winter of Play 2021, including approving scope and maximum budget of £3000 from Public Spaces EMR, to include purchase of some permanent equipment, including gazebo and urns, and budget to be supplemented by wet bar with appropriate licences.

Resolved: Approved to proceed with the Winter of Play; Budget of £3000, Unanimous.

21.04.15.5. To consider running Summer of Play 2022, including approving scope; budget of maximum £15000, including £3000 from the Public Spaces EMR this Financial Year, to make some bookings etc prior to next financial year. The budget to be supplemented by wet bar with appropriate licences and a PC managed BBQ.

Resolved: Approved to proceed with the Summer of Play; Budget of £15000 of council monies, £3000 from this financial year, and £12000 from next financial year, supplementing the budget with wet bar, BBQ and other grant funding, By Majority.

21.04.15.6. To approve Community “Play” Events Working Group Terms of Refence and Appoint Members for the purpose of planning and managing Summer of Play 2022 and Winter of Play 2021.

Resolved: Approved to create the Working Group, approve ToR and appointing SL; BU & EM, appointing also Sally Wicks plus one other member of the community and an upcoming meeting, Unanimous.

[DB Left 21:13]

21.04.16. Finance

Appendix N

21.04.16.1. Due to new accounting software, and opportunity to update budgeting codes, approve a revised budget for the year 2021-2022

Resolved: approved, unanimous.

21.04.16.2. To approve finalised payment schedule for 1st April 2021-30th June 2021

(Note: Recorded against old budget codes.)

Resolved: approved, unanimous.

21.04.16.3. To note receipts for 1st April 2021-30th June 2021

(Note: Recorded against old budget codes.)

Resolved: noted, unanimous.

21.04.16.4. To note the reconciled bank account and reserves balances as at 30th June 2021

Resolved: noted, unanimous

21.04.16.5. To receive the external audit reports for FY 20217/2018 & 2018/2019.

Resolved: received, unanimous

21.04.16.6. To note the notice for conclusion of external audit for FY 20217/2018 & 2018/2019 has been posted.

Resolved: noted, unanimous.

21.04.16.7. To note, the council can now receive card payments, through "Square" which transfers the funds directly to the council bank account.

Resolved: noted, unanimous.

21.04.16.8. To note; clerk's request for inputs to next years' budget by 15th October, proposal to hold an informal budgeting workshop no later than 31st October, to feed into the next full council meeting for approval of the budget for 2022/2023.

Resolved: noted, to arrange informal meeting by e-mail, Unanimous

21.04.16.9. To note, insurance cost for this year, £1,748.67, the council is in the 2nd year of a 3 year long term agreement.

Resolved: noted, unanimous.

21.04.16.10. To note, communication has been received from the External Auditor, that audits for year 2019/2020 and 2020/2021 have yet to be finalised, and all other legal requirements of showing the documents which have been completed on our website have been complied with.

Resolved: Noted, however 2019/2020 conclusion has been received since the agenda for this meeting had been issued, unanimous.

21.04.16.11. To approve appointing, Internal Auditor Jane Olds for the current Financial Year.

Resolved: approved, unanimous.

21.04.16.12. To approve finalised payment schedule for 1st July 2021-30th September 2021

Not available, deferred to next meeting.

21.04.16.13. To note receipts for 1st July 2021-30th September 2021

Not available, deferred to next meeting.

21.04.16.14. To note the reconciled bank account and reserves balances as at 30th September 2021.

Not available, deferred to next meeting.

21.04.17. Governing Documents

To approve following additional Governing Documents 2021-2022

Resolved: All below approved, Unanimous.

21.04.17.1. Communications Policy **Appendix O**

21.04.17.2. Recording of Meetings Policy **Appendix P**

21.04.17.3. Equality Policy **Appendix Q**

21.04.17.4. Health and Safety Policy **Appendix R**

21.04.17.5. Risk Management Scheme **Appendix S**

21.04.18. Matters for future discussion.

To review Yellow Lines across the Parish – to delegate to the Traffic and Parking Committee.

Electric parking across all car parks, to write to SODC and OCC for their relevant car parks to seek clarification of process.

It was confirmed to LR that to discuss the content and scope of the minutes, a second councillor would need to second the motion to be entered on to an agenda.

21.04.18.1. Motions with out noticed: In view of the confidential nature of the business about to transacted, it is advisable in the public interest that the public and press be temporarily excluded, and they are instructed to withdraw, approved Unanimous.

Details regarding to a matter of staffing and legal matters were discussed.

21.04.19. To agree list of items from this meeting to be submitted to the Goring Gap News as a Parish Council Update.

21.04.20. To confirm the time and date of the next Parish Council meeting

21.04.20.1. To note the Community Centre got in touch offering the Reiss Room as an option after seeing the update regarding the difficulty arranging todays' meeting.

Noted.

21.04.20.2. Next Meeting: 08th November 2021

Confirmed.

21.04.20.3. Meetings for the rest of the year: 10th January 2022; 14th March 2022.

Confirmed.

Meeting Closed 21: