



## **GORING-ON-THAMES PARISH COUNCIL**

### **Minutes of the Annual Council Meeting of the Goring-on-Thames Parish Council**

**Monday 09<sup>th</sup> May 2022 at 19:30, Belleme Room, Goring Village Hall**

#### **Public Session – Prior to the Start of the Meeting**

**MoP1:** Made representation 21.01.14.4 – 23 Mill Down Avenue Planning Application. Noting there have been 5 applications withdrawn or refused previously on this site, and new plans do not mitigate the previous issues.

**MoP2:** Made representation on 21.01.18.1 – Asking what, where and why a tender is being proposed for the Bourdillon Field for play equipment.

**MoP3:** Wants the Council to do more written consultations and surveys and allow more public participation at meetings.

**MoP4:** Asked why there was no Annual Parish Meeting; why the Minutes of the 21<sup>st</sup> March were not included on this Agenda.

**MoP5:** Asking why the giving of the Summer of Play money to Ukraine was not on the Agenda, and the recording of meeting item as discussed in the March meeting.

#### **Members Present:**

Chairman	Cllr Bryan Urbick (BU)
Vice-Chairman	Cllr Sonia Lofthouse (SL)
Members	Cllr David Brooker (DB)
	Cllr Emma McCorkell (EM)
	Cllr Lawrence Reavill (LR)
	Cllr James Emerson (JE)

#### **Officers Present:**

Clerk Laura White (LW)

**Public and Press:** At least 14 + District Councillor M Filipova-Rivers

#### **Meeting started 19:36**

**22.01.1. To elect a Chairman for the year ahead [LGA 1972 ss15(2) and 34(2)]**

**Resolved:** Approved to elect Cllr B Urbick, Unanimous.

**22.01.2. To receive Chairman's declaration of acceptance of office [LGA 1972 s83(4)]**

The Declaration of Acceptance of Office was signed before the Clerk, and received by the Council.



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

**Resolved:** Apologies were received from Cllr J Wills [JW]; the reason given was approved unanimously.

**22.01.4. To elect a Vice-Chairman for the year ahead [LGA 1972 s 15(6) & 34(6)]**

**Resolved:** Approved to elect Cllr S Lofthouse, Unanimous.

**22.01.5. Declarations of Interests [LA 2011 s31]**

None

**22.01.6. To consider requests for Dispensations [LA 2011 s33]**

None

**22.01.7. Councillor Election; 21<sup>st</sup> April 2022 (LGA 1972 s89(6))**

**22.01.7.1. To note acceptance of office has been received from Cllr J Emerson**

Noted, Unanimously

**22.01.7.2. To receive Register of Members Interest from Cllr J Emerson**

The Register of Interests was signed by Cllr Emerson and Received by the Council, Unanimously

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

**22.01.8.1. Meeting held on 07<sup>th</sup> March 2022**

**Resolved:** It was unanimously agreed the minutes were an accurate record of the meeting and they were duly signed.

NOTE: It was verified after the meeting these minutes had been signed at the meeting of the 21<sup>st</sup> March, and this duplicate signed copy of the minutes was disposed of.

**22.01.8.2. Matters arising from the minutes not elsewhere on the agenda.**

None

**22.01.9. To receive Chairman's report and announcements**

The Chairman welcomed Cllr J Emerson, and publicly thanked former Chairman K Bulmer for his time on the Council and particularly his time as Chairman. It was unanimously approved to send a card of thank you for his many years of efforts.



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**22.01.10. To reapprove Terms of Reference and appoint members and representatives to committees, Working Groups and other organisations.**

**22.01.10.1. To review delegation arrangements and reapprove as suitable for use the Terms of Reference for the following Committees and Working Groups. [All Available on the Website]**

*To note all have been approved for first use or updated in the last Financial Year.*

*To note some edits have been proposed by current Councillors, and full review of each to be completed during June and July, and bring to Council for approval.*

- Staffing Committee ToR
- Traffic Management; Parking & Pedestrian Safety Committee ToR
- Media & Communications Committee ToR
- Neighbourhood Plan, Strategic Project – Goring CofE Primary School Working Group ToR
- Public Spaces Strategy Working Group ToR

**Resolved:** reapproved as suitable for use; some typos and clarifications were raised, to be included in the review and brought to the Council for any amendments at the July meeting, unanimous.

**Resolved:** Approved Unanimously to revisit the appointments as below, after the next election.

**22.01.10.2. To appoint members to the Planning Committee [5-off]**

*Previously: SL; DB; LR; JW*

**Resolved:** Approved to appoint: SL; DB; LR; JW; JE, Unanimous.

**22.01.10.3. To appoint members to the Staffing Committee [3-off]**

*Previously: DB*

**Resolved:** Approved to appoint: DB; BU; EM, By Majority.

**22.01.10.4. To appoint members to the Traffic Management; Parking & Pedestrian Safety Committee [3-off]**

*Previously: DB; SL; BU*

**Resolved:** Approved to appoint: DB; SL; BU, Unanimous.

**22.01.10.5. To appoint members to the Media & Communications Committee [3-off]**

*Previously: SL; BU; EM*

**Resolved:** Approved to appoint: JE; BU; EM, Unanimous.

**22.01.10.6. To appoint members to the Neighbourhood Plan, Strategic Project – Goring CofE Primary School Working Group [2-off]**

*Previously: BU, LR*

**Resolved:** Approved to appoint: LR; BU, Unanimous.



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**22.01.10.7. To appoint members to the Public Spaces Strategy Working Group [4-off]**

*Previously: BU, LR; SL; EM*

**Resolved:** Approved to appoint: BU, LR; SL; EM, Unanimous.

**22.01.10.8. To appoint one member to the Gap Festival Committee**

*Currently Vacant*

**Resolved:** Approved to leave the position vacant, Unanimous.

**22.01.10.9. To appoint members to the Goring Poor Allotment Charity [3-off]**

*Currently Vacant; proposal from CofE Church to appoint Vicar of Goring Free Church*

**Resolved:** Approved to appoint: Nigel Gordon-Potts; JE; EM, Unanimous.

**22.01.10.10. To appoint one member to the Goring Volunteer Trust**

*Previously: DB*

**Resolved:** Approved to appoint: DB, Unanimous.

**22.01.10.11. To appoint one member to Streatley with Goring Dementia Action Forum**

*Currently Vacant*

**Resolved:** Approved to try to find out more about the Action Forum, and bring to a future meeting, Unanimous.

**22.01.10.12. To appoint one member to the Twinning Association.**

*Currently Vacant*

**Resolved:** Approved to wait to appoint subject to new Councillors and finding out whether the Twinning Association will continue to exist, Unanimous.

**22.01.10.13. To appoint one member to the Village Hall Committee**

*Previously: BU*

**Resolved:** Approved to appoint: BU, Unanimous.

**22.01.11. To receive any reports from representatives of external bodies.**

**22.01.11.1. Goring Twinning Association**

**Appendix A**

- To approve any actions in response to this report

It was discussed that it is a sad situation but likely the Twinning Association has reached the end of its useful life.

A member of public raised the point that the Twinning Association constitution required 3 members of the Council to be on the Association to make decisions.

**Resolved:** Approved unanimously to reverse decision under 22.01.10.12 and appoint BU; LR & DB, should they be required to help with the closing of the Association.



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### 22.01.12. To consider Councillors Responsibilities

### Appendix B

**Resolved:** Approved as per table below; and to revisit, after the election for the 3 vacant seats.

Other responsibilities	Previously	Approved Unanimously at this meeting
Finance	BU	BU
MIGGS Liaison	LR	LR
Police Liaison	JW	JW
Transport Issues	JW	JW
White Hill Burial Ground	Vacant	JE
TSB Bank Signatories (Recommend 5)	BU; LR	BU; LR; JE; SL Plus Internet Banking Access for Clerk & Assistant Clerk

### 22.01.13. To receive Clerk's Report

#### 22.01.13.1. To approve purchase of a smart phone for the Assistant Clerk, Budget £250

**Report:** The Assistant Clerk works part time hours; completed the majority of contracted hours 2 mornings per week. Having a smart phone will enable the Assistant Clerk to

- Effectively support the Council outside of these fixed morning hours, by monitoring e-mails etc
- Not using their personal number for Council business, due to the nature of the work of this Council particularly, this reduces the complexities of part billing the Council for use of personal phones, and allows the Assistant Clerk's job to be separate from their personal life, and not making their personal details public. In addition the number will be transferable to future owners of this position at the Council.

**Resolved:** Approved unanimously to procure smart phone for the Assistant Clerk, maximum budget £250.

#### 22.01.13.2. To consider an application for a memorial bench.

**Report:** An application has been received from the family of a deceased gentleman; who used to be a resident of Goring. The ashes of the gentleman in question have not yet been interred at the Whitehill Burial Ground; his wife did initially enquire as to this but is not yet ready to proceed and decided to instead apply for a bench.

**Resolved:** Approved Unanimously to allow a bench in memory of Andrew Cowdery at White Hill Burial Ground, subject to receiving a donation to cover the cost of the bench and installation; and Mr Cowdery being interred at WHBG when his wife decides it is an appropriate time.



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**22.01.13.3. To approve purchase of Ukrainian flag; to be flown at Rectory Garden, £25, and agree parameters for flying.**

**Resolved:** Unanimously approved to fly the Ukrainian flag on the Rectory Garden, in addition to the Union Flag; cost of flag £25.

**Resolved:** approved unanimously to present a draft Flag Policy at the next meeting, with the flag flying delegated to the Clerk until a policy is approved.

**22.01.13.4. To note request from Royal Mail to propose locations for post office van when McColl's closes; agree actions.**

**Report:** Outside the Old Jubilee Fire Station and outside the Village Hall had both been suggested to the Post Office to date. Additionally, the position of Postmaster is being advertised online, so the Post Office is trying to find someone else to run a shop based Post Office at the McColls site. A few people have suggested the Community Centre Car Park as a suitable location. Due to the tight entrance and quantity of unauthorised users, this may not be an option until the bollards have been installed. In addition, if the Council is considering Electric Vehicle Charging Points and the addition of the occasional use of the Post Office van, this will reduce the number of available spaces for renting.

It was further confirmed by a Councillor that the van just comes 2 days per week for only 2 hours, and also the forecourt at Jack's convenience store is being considered as a suitable location.

**Resolved:** Approved unanimously to allow the Post Office to use the OJFS, should the Post Office wish to use it.

**22.01.13.5. To consider a request for tree decorations at the Rectory Garden for the duration of the Gap Festival.**

**Report:** A request has been made for decorations to be hung from all the large trees in the Rectory Garden for the duration of the Gap Festival. Long ribbons hanging from a tape around the tree.

**Resolved:** Approved to allow the proposed decorations, unanimous.

**22.01.13.6. In light of the new information received since the March 2022 meeting, to consider additional fees structure for Personal Trainers.**

**Report:** At the last meeting the Council agreed a fees structure for the current financial year. Upon notification to the two main personal trainers which use our sites, the fees were unacceptable for both, due to the overall cost for the year, and the requirement to book in advance does not work well with their business model. A proposal from one of a fixed yearly fee, equating to approximately £7.35 per hour (+VAT), the proposal from the other is £18 per month (+VAT), an increase of 50% on the previous £12 per month.



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In addition, multiple e-mails have been received in support of the trainer suggesting the lower proposal, suggesting that the Council is trying to prevent use of the space, the Council should be supporting sport and recreation etc.

This trainer has been asked to propose an alternative to £18 per month, but stated in their last message they wished to wait for the Council's decision tonight.

**Resolved:** Approved to revise the previous decision and approve consistent approach of an hourly rate of £7.35 (+ VAT) – calculated to an annual fee, for all personal trainers, and keep track of Clerk hours to administer the charging / invoicing, unanimous.

### **22.01.14. Planning**

**To receive minutes of the planning committee meetings of:**

**22.01.14.1. 22<sup>nd</sup> February 2022**

**Appendix C**

**22.01.14.2. 07<sup>th</sup> April 2022**

**Appendix D**

**Resolved:** Both of the above were unanimously received.

**To approve response to the request to consult on:**

**22.01.14.3. P22/S0788/FUL: Stow House, Thames Road, Goring, RG8 9AL, *AMENDED* Section & Site Plan drwgno 20003 PV0011 B.pdf**

*Note: No meaningful changes have been made to mitigate issues raised as decided at Planning Committee meeting on 07<sup>th</sup> April 2022.*

**Resolved:** Approved Unanimously to not change the original response to this application.

**22.01.14.4. P22/S1479/HH: 23 Milldown Avenue, Goring, RG8 0AS**

*Proposed ground and first floor front and side extension. Proposed ground floor rear extension. Proposed new roof over existing garage.*

**Resolved:** Approved Unanimously to Submit the Response: OBJECTS, as the previous application was refused by SODC Planning, and the mitigations applied to this application do not address the reasons for the last refusal, include comments pertaining to the proposed developments including that it is: overbearing; Unneighbourly; the 45 degree angle for right of light; the Overhanging of the proposed development over the neighbours' property; and requesting that should the application be granted there be a condition that there be a party wall agreement for the overhang before any building commences, according to legislation. The General Planning Informative to also be attached.

The Clerk advised the Council that the overhang was not a material planning condition, and SODC has previously stated overhang was not a matter for planning, but rather a civil matter. It was requested by the Council that the comment still be included.



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**22.01.14.5. P22/S1426/HH: 35 Springhill Road, Goring, RG8 0BY**

*Installation of a heat pump.*

**Resolved:** Approved Unanimously to Submit the Response: No Objections, and attached the General Planning Informative.

**22.01.15. To receive Items of Correspondence and agree actions arising.**

None

**22.01.16. To receive reports from District and County Councillors**

**Resolved:** Both of the below were unanimously received.

It was noted that at the last meeting there was a request for the Clerk to write to Cllr Bulmer to provide less partisan reports. Cllr Bulmer did respond, stating that they would continue to write as they currently do.

**22.01.16.1. Oxfordshire County Councillor; K Bulmer**

**Appendix E**

**22.01.16.2. South Oxfordshire District Councillor; M Filipova-Rivers**

**Appendix F**

Comments in addition to the Report: To keep reporting illegal parking and to raise the issue to OCC. Regarding planning inspectorate submission for the appeal of the refused Transitional Hybrid Energy Plant, there was a suggestion of an additional planning meeting to reconsider the GPC submission.

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

**22.01.17.1. NP Strategic Project – Goring CofE Primary School WG**

No Update.

**22.01.17.2. Conservation Area Appraisal WG**

The working group is still waiting for a response from SODC.

**22.01.17.3. Traffic Management, Parking & Pedestrian Safety Committee**

- To receive minutes of the meeting of 11<sup>th</sup> January 2022

**Resolved:** Approved to Receive the Minutes of the 11<sup>th</sup> January 2022; incorrectly recorded as the 22<sup>nd</sup> March on the Agenda.

**22.01.17.4. Station Road Sub-Committee**

No Update; all members of the Sub Committee are invited to a meeting on the 31<sup>st</sup> May 2022.

**22.01.17.5. Communications Committee**

It was noted; the minutes of the last meeting of this committee will be received at the next meeting of the Council.





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### **22.01.17.6. Staffing Committee**

No Update – Committee has not met due to lack of members, next meeting is scheduled for Monday 16<sup>th</sup> May; evening meeting.

### **22.01.18. Public Spaces Review**

#### **22.01.18.1. To approve issuing a tender to design and install new playgrounds at Gardiner Recreation Ground and Bourdillon Field.**

*The brief would be open to play equipment suppliers, and also to landscape architects working with a named supplier. The brief would show an area for consideration and would cover the work stages from Concept Design to Construction and Handover, and include submission of any planning applications. The quote would be for the initial professional fees and then for the subsequent capital works. The contract award would be in two stages - up to planning submission and then a second stage once planning and funding were agreed. Tenderers would be able to apply for one or both sites. An indicative budget will be given for each site, with the supplier asked to include the maximum play provision within the budget whilst providing value for money.*

**Resolved:** Approved by majority to bring a full specification to the next Council meeting, created in conjunction with the Landscape architect.

### **22.01.19. Jubilee 2022**

#### **22.01.19.1. To note the Garden has been installed and approve sending a note of thanks to the Tennis Club for allowing us to use their water supply.**

It was noted the Garden installation was just missing the large sign and the tree canopy plaque. Sponsorship of 2 trees has been confirmed from GGN; and talks are underway for sponsorship of the other two trees.

**Resolved:** Approved unanimously to send an official letter of thanks to the Tennis Club for allowing use of their water outlet.

#### **22.01.19.2. To approve how and when the Garden will be officially opened and agree communication to the community to advertise the opening and Sheepcot Fun & Games.**

**Resolved:** Approved unanimously to officially open the Garden on the Thursday (2<sup>nd</sup> June 2022), delegated to the Clerk to decide the details of the opening, in consultation with the Councillors.

**Resolved:** Approved by Majority, to send flyers, to be delivered using Dor2Dor (£120 approximately) as with previous flyers and by Councillors for those properties missed by Dor2Dor, monies from Communications and Publication total budget of £300.

**Resolved:** Approved to delegate to the Clerk production of Flyers for the Opening of the Garden and Fun and Games on the 5<sup>th</sup> June, in consultation with members of the Communications Committee.

### **22.01.20. Matters for future discussion.**

Future of the OJFS & Council Office.



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Dog Poo Bins

It was approved to hold an addition meeting om the 16<sup>th</sup> May to discuss the following two items.

Jubilee PA System

Polling Cards

### **22.01.21. To confirm the time and date of Meetings for the Year Ahead**

#### **22.01.21.1. Regular Full Council Meetings**

11<sup>th</sup> July; 12 Sept; 14<sup>th</sup> Nov; 09 Jan; 13 March; 08 May 2023 – ACM

**Resolved:** Approved by Majority to hold meetings as detailed above.

#### **22.01.21.2. Additional Full Council Meeting to approve AGAR and associated financial documents.**

June 2022, date to be confirmed, subject to village hall or community centre availability.

**Resolved:** Unanimously approved to hold an additional Council meeting on 15 June 2022, subject to confirmation of availability by a quorum of Councillors.

Meeting Closed: 21:36