



GORING-ON-THAMES PARISH COUNCIL

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

Monday 12th June 2023 at 19:30, Bellême Room, Village Hall

Public Session – Prior to the Start of the Meeting

No comments.

Members Present:

Chair	CLr C Ratcliff (CR)
Vice-Chair	CLr A Smith (AS)
Members	CLr S Bridle (SB)
	CLr D Brooker (DB)
	CLr J Emerson (JE)
	CLr J Hutchins (JH)
	CLr S Lofthouse (SL)
	CLr E McCorkell (EM)
	CLr B Newman (BN)

Officers Present:

Clerk	S Edmunds (SE)
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Public and Press: at least 3 members of public

Meeting started 19:30

23.06.1. To receive apologies for absence. [LGA 1972 s85(1)]

Apologies were received in advance of the meeting from CLr R Williamson.

23.06.2. Declarations of Interests [LA 2011 s31]

None.

23.06.2.1. To note Register of Members Interest have been received from all Councillors.

Noted, SODC had returned some to ask for updates where some boxes were not completed. These updates have all been completed and returned to SODC.

23.06.2.2. To receive declarations of interest for items on this agenda

None.



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

None.

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

23.06.3.1. Meeting held on 15th May 2023

A number of amendments were proposed prior to the meeting, including:

23.01.14.1 Standing Orders

Remove: "as recommended by the internal auditor" in Section 28

to

Remove: "reviewed every other year as recommend by the Internal auditor" in Section 28

23.01.21 Complaints procedure

Delete "as published"

To

Delete "and published as an appendix to Standing Orders and Regulations".

23.01.26.1 Neighbourhood Plan

Resolved: ... the progress of the NP should also be monitored at the ACM and delegated to the Planning Committee.

to

Resolved: ... the progress of the NP should be monitored, monitoring delegated to the Planning Committee, and reviewed at the ACM.

23.01.28.1 Reserves policy

Resolved: ... as suitable for FY 2023-24

to

Resolved: ... as suitable for FY 2023-24 subject to review by the Finance Committee

23.01.28.2 Financial Risk register

Resolved: ... as suitable for FY 2023-24

to

Resolved: ... as suitable for FY 2023-24 subject to review by the Finance Committee

23.01.28.3 Internal Controls Statement

Resolved: ... as suitable for FY 2023-24, and to appoint J Olds...

to



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Resolved: ... as suitable for FY 2023-24 subject to review by the Finance Committee, and to appoint J Olds

23.01.28.4 Effectiveness of Internal Audit

Resolved: Approved Unanimously as suitable for FY 2023-24, and to approve the Terms of Reference for the Internal Auditor, ...

to

Resolved: Approved Unanimously as suitable for FY 2023-24, subject to review by the Finance Committee, and to approve the Terms of Reference for the Internal Auditor, ...

23.01.29 Clerk's report

Add

The Clerk's suggestion that Councillors to take it in turn to hold a "surgery" style drop-in for the public to directly engage with the new Council was noted.

These being incorporated, it was agreed they were an accurate record of the meeting, and the minutes were duly signed.

23.06.3.2. Meeting held on 5th June 2023

Item 23.05.4 typo of "is been" rather than "has been".

It was then agreed they were an accurate record of the meeting, and the minutes were duly signed.

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

SB made a statement of fact regarding the history of Goring in Bloom and the hanging baskets

23.06.4. To receive Chairman's Report

None.

23.06.5. To receive reports from District and County Councillors

The County Council reports were received. It was noted that due to unforeseen circumstances, no District Councillor report had been provided MFR has sent their apologies in advance of the meeting as SDOC were holding an extraordinary meeting.

23.06.5.1. Oxfordshire County Councillor: F Van Mierlo

Appendix A

Received / Comments in addition to the report: AS where it talks about town and parish charter – do we want a liaison? Wait for clerks? Or ignore? Diarise to touch base in September if nothing is heard.



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23.06.5.2. Oxfordshire County Councillor: K Bulmer

Appendix B

Received / Comments in addition to the report: JH queried cost of speed limit change. TMPPS said they went for the 20mph as it was offered, following consultation.

23.06.5.3. South Oxfordshire District Councillor: M Filipova-Rivers

~~Appendix C~~

No Report.

23.06.6. To Receive Minutes of Committees

All of the minutes below were received. It was noted 21st February action list for TMPPS was sent out but 21st March was available to read on the website.

23.06.6.1. Finance Committee

- Meeting Dated 11th April 2023

Appendix D

23.06.6.2. Planning Committee

- Meeting dated 02nd May 2023

Appendix E

23.06.6.3. Traffic Management and Pedestrian Safety Committee

- Meeting Dated 21st March 2023

Appendix F

23.06.7. Receive proposed changes to the terms of reference for committees, as requested at the Annual Council Meeting, and if thought fit approve updated versions

Appendix G

23.06.7.1. To consider proposal to update the ToR for the Traffic Management, Parking and Pedestrian Safety Committee

Resolved: Unanimously Approved that the current ToR will stand, action list goes on ToR as part of the minutes and the Open Spaces Signs Working Group will remain as is.

23.06.7.2. To consider proposal to update the playgrounds working group ToR

Resolved: Unanimously Approved the updated ToR, with following changes:

- To change "new" to "upgraded" playgrounds.
- to hold meetings, public if required.
- change all references of committee to working group.



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23.06.7.3. To appoint members to the Public Spaces Sheepcot Pavilion Working Group including Appointing Tennis Club Representative Jane Cartledge

Resolved: Unanimously approved to appoint Jane Cartledge to the Public Spaces Sheepcot Pavilion Working Group. Propose Goring United member for next meeting.

23.06.7.4. To confirm representation on or work with external bodies and receive updates from representatives.

- Village Hall Liaison – AS – spoken to Village Hall Committee, minutes will be sent, there is no need for anything more than that.
- Gap Festival Liaison – BN- just kicking off process – no further information.
- Primary School Liaison – AS – reported he had spoken with the Chair of Governors and as entry numbers were down to approx. 15 a year, there was no need for the group now.
- Goring Volunteer Trust – DB- Not sure when next meeting is.
- Twinning Association - RW
- Goring Poor Allotment Charity – SB; N Gordon-Potts; K Macnab – SB confirmed they were now signed up with Charity Commission as trustee.

Resolved: All of the above were unanimously confirmed, including removing “school liaison”.

23.06.7.5. To confirm Councillor Responsibilities

- White Hill Burial Ground – JE – emails have been received regarding unauthorised works at the adjacent field saying it has become noisier, SODC dealing with enforcement issues.
- Oxfordshire Transport Representative – TMPPS Committee.

Resolved: All of the above were confirmed, noting the agenda incorrectly allocated Transport Representative to JE.

The following item was moved to earlier in the meeting.

23.06.8. Acquisition and Disposal of Land Policy

Appendix J

It was commented that a private sale is possible if the preferred option at least matches the formal valuation.



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Further comments included:

- 4.2 : take out the sentence “Generally, the Parish Council will prefer to sell by way of informal tender unless advised to use another sale process.” as the council felt there was no such thing as an informal tender.
- Introduction:- final line should be and/or residents
- 2.9 : remove spurious question mark.
- 2.11 : 2nd line may demonstrate.
- 4.3 No7 : disposal and/or.
- 4.1 No4 change “received” to (once the clerk) “receives”

Resolved: Approved Unanimously to adopt the new policy including the changes detailed above.

23.06.9. To consider a proposal on the White Hill Burial Ground drive and access to East Cottage.

Appendix H

23.06.9.1. To approve that due process now be followed to allow for disposal of an asset, i.e. The Right of Access from White Hill Burial Ground driveway to East Cottage, and approve to delegate authority to the Clerk to prepare a final agreement through council’s solicitors, subject to satisfactory valuations.

The chairman gave a verbal report on the history.

In addition, the following comments were made:

- 2nd page, 2nd paragraph amended to access will only be given to EC as a single private dwelling house and no further development.
- The drive could be made down the verge, access could be enforced or make terms with West Cottage for a new drive.
- Could put a drive across the top of the gardens, but East Cottage doesn’t want to destroy their garden. It is doubtful there is room for a proper turning circle at that point.
- There is argument that development wouldn’t happen, but once house is sold new people may do things differently.



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- To create a driveway down the side of the current burial ground driveway is not cut and dried as there isn't 4m all the way down.
- A councillor said they would be happy with outcome which is formalising the ability to park on the grass by gaining the verge, if the relationship with East Cottage failed and the council lost the grass for parking that would be detrimental.
- It was confirmed that in an emergency situation, there is an option to keep the gate locked, giving East Cottage a key.
- Bins will go onto the road.
- Gate to the property will be on their boundary with only a house name on the gate. Vision splay onto a 4.3m access.
- It was suggested to get a quote for legal fees and ask for payment in advance.

Resolved: Approved by majority, to follow the due process of disposal and delegate to Clerk to prepare final agreement in conjunction with Council solicitors, subject to including the proposed amendment that access will only be given to EC as a single private dwelling house and no further development.

23.06.10. Governing Documents Review and approve suitable for use:

23.06.10.1. Communications & Media Policy

Appendix I

- 2: Add "the Council notes and will follow government legislation".
- 8: "is held between March and May each year to provide parishioners with an opportunity to promote the wide range of activities within the Parish "
- 10 in the third paragraph, add "the Vice Chair may deputise in the absence of the Chair".
- 10: Remove the penultimate paragraph "Members who wish to initiate contact with the media on Council related matters may only do so with the prior agreement of the Clerk".
- Update the address from OJFS to the Gardiner Pavilion.

Resolved: Approved Unanimously to adopt the updated policy, incorporating above amendments.



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23.06.11. To receive Clerk's Report

Appendix K

23.06.11.1. To approve additional bin, location and budget, Cleeve Road (toward northerly end)

Resolved: Approved Unanimously, use existing street budget, bin to be located at Ridgeway/Thames path junction

23.06.11.2. To receive a report on No Mow May, comments received and approve approach for 2024/2025

It was asked when mowing would be completed as there was, lots of grass on pavements.

It was confirmed that we could not do No Mow May in the burial ground due to safety.

It was agreed to discuss this after the item on Environment Committee, with the decision made to discuss at a future meeting.

23.06.11.3. Community Centre bollard trial results and proposed next phase of bollard installation.

Resolved: Approved Unanimously to install manual drop bollards through the rest of the car park, budget £2000 from CIL (if applicable).

23.06.11.4. To review the Henley Standard subscription and if thought fit cancel.

Resolved: Approved by majority to continue with the subscription, CR to continue to summarise.

23.06.12. To Consider Proposals from Councillors

Appendix L

23.06.12.1. To consider a proposal to have an Environment Committee

The proposal was read to the Council.

Various points were raised including:

- Gives something else relevant for the Planning Committee to consider, and Planning meetings can occasionally be short.
- This could fit in better with the TMPPS Committee.
- This would be another committee, but currently trying to reduce the numbers.
- The items proposed fall under the Job Description of the Facilities Assistant
- Councillors need to make housekeeping lists such as the wall outside OJFS, green waste on open spaces.



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- A Committee would take away some of the workload from the Clerk in managing these items.
- A Committee with a budget could be a good idea as can exceed budget available to the Clerk.
- It was suggested to make an Environment Working Group, and those councillors which wish to join, can.

Resolved: proposal withdrawn.

23.06.13. To receive Items of Correspondence and agree actions arising.

None.

23.06.14. Matters for future discussion.

It was noted that both of the items below would be considered at the next meeting.

23.06.14.1. To consider appointing members to a New Council Offices Working Group & ToR

23.06.14.2. To consider reinstating the Grants Policy

In addition, the follow items were raised to be included:

- Environment Working Group Draft ToR
- Tennis Club Lease
- Planning Committee reviewed ToR
- Sheepcot Working Group ToR, another member to be proposed and monthly reports into full council.
- Correspondence – how correspondence is shared with the Council members.
- No Mow May – whether to repeat, amend or cancel for following years.

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

It was agreed to the Clerk and Chairman will discuss after the meeting what to include.



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- 23.06.16. To consider and, if thought fit, approve the following motion: 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.
Confidential Papers**

Resolved: Unanimously Approved to temporarily exclude the public and press in view of the confidential nature of the business about to transacted

- 23.06.16.1. To consider streetlight maintenance contract proposals and award contract or approve further actions.**

There is a process and costs to change to LED but then the maintenance costs should drop – ask if it is possible for a two-year contract with reviewing once LED are installed. Can we use CIL for Streetlights – Clerk to investigate.

Resolved: Unanimous Approved to delegate to the Clerk to negotiate length of contract, number of LEDs ask for it to be reviewed as number of LED change or ask if existing contract can be extended by at least one month. In consultation with finance committee.

- 23.06.16.2. To consider utilities contract proposals and award contract or approve further actions.**

Resolved: Unanimous Approved to delegate to clerk to get more quotes then make a recommendation.

- 23.06.16.3. Motion without Notice: To Suspend Standing Orders and add 10 mins.**

Resolved: Unanimously Approved.

- 23.06.16.4. To consider formal offer from the Medical Practice for the Old Jubilee Fire Station site and agree actions.**

Resolved: Unanimous Approved to follow the acquisition and disposal of asset policy and advertise the notification of disposal.

- 23.06.17. To confirm the time and date of the Next Council Meeting– 7.30pm, 10th July 2023**

Confirmed.

There being no further business to be transacted, the Chairman closed the meeting at **21:35**