



GORING-ON-THAMES PARISH COUNCIL

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

Monday 11th December 2023 at 19:30, Belleme Room, Goring Village Hall

All Councillors are summoned to a Meeting of Goring-on-Thames Parish Council.

Members of the public and press are invited to attend all council meetings.

(Public Bodies (Admission to Meetings) Act 1960)

Public Session – Prior to the Start of the Meeting

MoP1: Submitted a written report regarding the land & station boundary fence at Yew Tree Court. They were concerned re overgrowth of scrub and yew plus the condition of the fence. Once the area has been cleared the residents of YTC are wishing to discuss a longer-term way forwards with the GoTPC.

MoP2: The Chairman of MIGGS raised four items: 1. He asked if GoTPC have had a response re PPL at the Station.No.2. MIGGS have submitted a modest request to the council to ask if they could transfer/refund part of the money from the station road project to fund PPL in Gatehampton. No.3. Will the Posters & Signs Policy affect the MIGGS & others preparing the new plaque at the station? No.4. People with limited mobility would like to have a surfaced path around Sheepcot.

Members Present:

Chair	Cllr A Smith (AS)
Members	Cllr S Bridle (SB)
	Cllr J Emerson (JE)
	Cllr S Lofthouse (SL)
	Cllr B Newman (BN)
	Cllr R Williamson (RW)

Officers Present:

Clerk	S Edmunds (SE)
Assistant Clerk	M Harper (MH)

Public and Press: at least 4 members of public

Meeting started 19:30

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

Cllr J Hutchins & Cllr B Drew

23.33.2. Declarations of Interests [LA 2011 s31]

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

None



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

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

23.33.3.1. Meeting held on 13th November 2023

23.28.11 change 'included in' to 'submitted to'

Resolved: Unanimously approved with the change

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

None

23.33.4. Vacant Seats (LGA 1972 s89(6))

23.33.4.1. To note the Council has 2 vacant seats.

23.33.4.2. To hear representations from anyone wishing to be co-opted to the council and approve co-opting new Councillor(s) to fill the vacant seats.

23.33.4.3. To receive declarations of acceptance of office from any co-opted Councillors. To be countersigned by the Clerk

Resolved: Unanimously approved to hold this item for the next meeting, once the application period has closed and remove reference to the co-option working group from the website.

23.33.5. To appoint a Vice Chair to the Council

Resolved: Passed by Majority to appoint Cllr SL

23.33.6. To review the Action List progress and update

Full Council

Action List

23.33.7.

23.33.8. To receive reports from District and County Councillors

23.33.8.1. South Oxfordshire District Councillor: F Van Mierlo

~~Appendix A~~

23.33.8.2. Oxfordshire County Councillor: K Bulmer

~~Appendix B~~

~~**23.33.8.3.** South Oxfordshire District Councillor: M Filipova-Rivers~~

~~Appendix C~~

None received prior to the meeting



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23.33.9. To Receive Minutes of Committees

All of the minutes below were received by the Council., with amendments below

23.33.9.1. Finance Committee

- Meeting Dated 24th October 2023

Appendix D

23.33.9.2. Planning Committee

- Meeting dated 24th October 2023

Appendix E

Noted that SB is now the representative for GoTPC for the land adjacent to WHBG

- Meeting dated 14th November 2023

Appendix F

23.33.9.3. Traffic, Planning and Pedestrian Safety Committee

- Meeting dated 17th October 2023

Appendix G

Noted an error- Bride should be Bridge

23.33.10. To approve and update policies as required.

23.33.10.1. Retention & Disposal of Documents Policy

Appendix H

Resolved: Unanimously approved.

23.33.10.2. Posters & Signs Policy

Appendix I

Resolved: Unanimously approved and Cllr JE will write an article for GGN to highlight the policy.

23.33.10.3. Environmental & Sustainability Policy

Appendix J

Update the policy section 4.2 to include reference to the new legislation such that it reads “Goring Neighbourhood Plan, Environment Act 2021 and UN Paris Agreement” and delegate responsibility for updating the bio-diversity action list to the Environment Working Group. The list to be brought to full council not later than the March 2024 meeting.

Resolved: Unanimously approved with the changes and delegations as above.

23.33.11. To note the Government guidance requiring all public authorities to complete their first consideration of what action to take for biodiversity by 1 January 2024 and approve actions

Appendix K

Noted. The Environmental & Sustainability Policy previously approved captured aspects of the new legislation and further consideration would be given at the next policy review.

23.33.12. To Receive Committee / Working Group / Representative Reports and Consider Proposals

23.33.12.1. To appoint new members to any other Committees or Working Groups as required.

Resolved: Unanimously approved to appoint Cllr BN to the EWG



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Traffic Management, Parking & Pedestrian Safety Committee

23.33.12.2. To Receive an update

The Chair, Cllr SL thanked Assistant Clerk MH for collating information on the speed signs and detailed pricing of the parking bays at Sheepcot. Still waiting to get a date from OCCH for the yellow lines & PPL consultation.

New Office Space Working Group

23.33.12.3. To Receive an update

A letter has been received from the Community Centre trustees to say funding has fallen short and if grants could not be found then they would request a £7k contribution towards the new windows.

Planning Committee

23.33.12.4. To note an update on the planning application and/or appeal relating to the land adjacent to the White Hills Burial Ground **Appendix L**

The appeal hearing has been rescheduled for 9/10/11 April 2024 at 10.00 am. Location: Fountain Conference Centre, Howbery Park, Benson Lane, Crowmarsh Gifford, OX10 8BA. The Planning Committee has responded to the planning application as per the attached appendix.

23.33.12.5. To approve the revised ToR **Appendix M**

Resolved: With the date corrected, unanimously approved

23.33.12.6. To appoint a new member to the Planning Committee

Resolved: Unanimously approved to appoint SL

Finance Committee

23.33.12.7. To Receive an update **Appendix N**

23.33.12.8. To approve the proposed Budget for FY 2024-2025 **Appendix O**

The Chair, Cllr JE presented a paper and outlined the process that the Finance Committee undertook to complete the budget, which was bottom up. He explained any significant changes from the previous year and confirmed that the Committee supported the budget.

Resolved: Unanimously approved

23.33.12.9. To approve the precept request amount of £167,390 to submit to SODC

Resolved: Unanimously approved

Playgrounds Working Group

23.33.12.10. To Receive an update

10 of the 11 companies have not responded to date, more are expected.



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Environment Working Group

~~23.33.12.11.~~ To Receive an update

EWG Action List

Verbal Report: No 1. Yew Tree Court, The ivy and brush needs clearing then estimates to repair/replace the fence currently propped up and stable due to the supports placed by Network Rail on their side.

Action Delegate to Clerk to clear ivy & brush and get the fence inspected.

No.2. WH Burial Ground Gates need maintenance, No.3 "Goring village" white gate (nr WHBG needs cleaning & repair. No.4 Jubilee Garden, EWG cannot make a plan to move forwards until GoTPC have a plan for the Jubilee Garden. Looked at options for different materials for a footpath.

Action Clerk to get more quotes for maintenance, TMPPS are still looking at the options for the path and what the football clubs plan to do with the parking.

No.5 Ferry Lane, the trees need to be trimmed, the Grange are willing to share part of the cost. SODC have to give permission as they are in the conservation area.

Action EWG to prepare a timeline and obtain quotes to bring to the February meeting

Sheepcot Working Group

23.33.12.12. To Receive an update

They have had a few meetings now to discuss how to progress, including a meeting with a member of the Oxfordshire FA who talked them through the process. They are seeking input of requirements from each of the clubs and planning on sketching out a basic plan of the site and moving onto the next stage including reaching out to the local community for feedback.

Gardiner Pavilion & Field Working Group

23.33.12.13. To Receive an update

None.

Ferry Lane & Rectory Gardens Working Group

23.33.12.14. To Receive an update

Thames Cruisers would like to put a pier at the end of Ferry Lane. EWG said the River Bailiff has been putting logs in to discourage mooring. Any formal proposals will be brought back to Council.

~~23.33.12.15.~~ To approve the terms of reference

Appendix P

Carried forward to the February meeting.

Liaisons and Representatives Updates

23.33.12.16. Tennis Club

The Tennis are not looking to start renegotiating their long-term lease until March at the earliest.



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23.33.13. Gap Festival

- 23.33.13.1. To approve financial support of £5000 subject to receipt of a formal grant application by the event organisers for the 2024 Gap Festival. ~~Appendix Q~~**

In previous years the Council has supported this community event via sponsorship

Resolved: Unanimously approved to consider a grant subject to receiving a formal grant application.

23.33.1. Clerks Report

- 23.33.1.1. To approve permitting Going Forward Bus parking at OJFS to continue for 1 year or until the sale, whichever is sooner, and note that as per October minute ref 23.23.1.1. Sheepcot is not an option due to lack of space**

Resolved: Unanimously approved to permit GF to use the parking at OJFS

- 23.33.1.2. To approve a request from the Hub to add them to our website on the village local services page.**

Resolved: Unanimously approved to remove all the groups and replace with the link to the Goring & Streatley website to maintain equality, ease administration, help to provide a central source of information and keep information up to date.

- 23.33.1.3. To approve the purchase of Council ID badges for Councillors & staff as required, budget £80.**

Resolved: Unanimously approved

- 23.33.1.4. To approve allowing the use of the Bourdillon field for the occasional Goring C of E Primary School football match, 3 or 4 times a year. They would mark the pitch and tidy up afterwards**

Resolved: Unanimously approved subject to consulting with the Playgrounds Committee

- 23.33.2. To receive Items of Correspondence and agree actions arising.**

None

- 23.33.3. Matters for future discussion.**

- 23.33.3.1. To discuss a deadline for OJFS negotiations.**



GORING-ON-THAMES PARISH COUNCIL

23.33.4. To consider and, if thought fit, approve the following motion: In view of the confidential nature of the business about to be 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 exclude the public & press who were thanked for their attendance.

23.33.4.1. To approve a budget of up to 15 additional hours for the Burial Ground Clerk to collate information, refer back to ICO and if advised, set a budget for Prettys Solicitors to review the response for the FOI request.

Resolved: Unanimously approved 10 additional hours. ICO have now reviewed and no legal budget is required. In future, if appropriate, use Councillors to assist in FOI requests.

23.33.4.2. To approve a budget for the purchase and installation of vehicle activated speed signs at i) High Street, Miller of Mansfield, ii) High Street, Social Club, iii) Wallingford Road: 2 signs to replace existing school signs.

TMPPS have agreed that four speed signs are required initially, the remaining three signs would be subject to getting speed surveys done to prove they are needed. Numerous quotes were sought but only two were received. Westcotec have a greater selection, Bluetooth programmable, the other company's products were not so effective. Concerns were raised about the cost, the effectiveness and the visual effect on the conservation area.

Resolved: Unanimously approved to purchase the Westcotec speed signs with a budget of £20k

23.33.4.3. To approve a budget for the re-marking of carparking bays (including 2 disabled bays) at Sheepcot Field.

The car park lines have worn out. The PPL line may not be a workable solution so other options are being considered including a new path by the side of Jubilee Garden, double yellow lines on the access road, mark the entire entrance as PPL, HSE recommend children and traffic cannot share an access. TMPPS also discussed that the football clubs need to take more responsibility for the parking.

Resolved: Unanimously approved to remark the car park lines using TGS, budget £700

Motion without notice

Resolved: Unanimously approved to suspend standing orders for 10 minutes

23.33.4.4. To approve signing the revised S101 Grass cutting agreement between Oxfordshire County Council and Goring on Thames Parish Council

On 21 February 2023, the Oxfordshire County Council ("the County Council") adopted the updated Highway Verge and Vegetation Management policy. As a result, the Schedule 1 to the existing agreement has been reviewed and amended in line with that policy and the County Council wishes to replace the existing Schedule 1 with a replacement Schedule 1. This can be done in accordance with clause 13 of the Agreement, which allows the Agreement to be varied by written agreement between the parties.

Resolved Unanimously approved to sign and attach the agreement to these minutes



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23.33.4.5. A matter pertaining to staffing.

Resolved: Unanimously approved Facilities leave of absence and the offer of a temporary replacement.

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

None

23.33.6. To confirm the time and date of the Next Council Meeting– 7.30pm, 12th February 2024

NOTE: Proposals of Motion to be received by the Clerk no later than 30th January, in accordance with the Standing Orders.

The Meeting closed at 21:35

SCHEDULE 1 – PART 1 – Grass Cutting (Urban)

Delegated Function	Conditions	Other Requirements	Notes
<p>Cutting of grass verges within the urban area (inside 30mph speed limit), with reference to attached OCC Verge and Vegetation Policy dated Feb 2023</p>	<p>1. Minimum Standards for undertaking delegated function.</p> <p>1.1 Sufficient to ensure compliance with duty to maintain the highway specified in Section 41 of the Highways Act 1980</p> <p>1.2 To undertake a nature led and risk-based approach to verge maintenance with the following minimum levels of service</p> <p>1.3 Cutting regimes should seek to enhance biodiversity</p> <p>1.4 1 cut per year on visibility splays dependant on growth</p> <p>1.5 1 cut per year for fully adopted highway urban verge areas</p> <p>1.6 1 cut per year, at the end of the growing season or such time to maintain their habitat value, on Road Verge Nature Reserves</p> <p>1.7 Full width cut-backs on a cyclical basis of 1/2 of the adopted verges in Areas of Outstanding</p>	<p>1. Health and Safety standards include:</p> <p>1.1 A site risk assessment to be carried out.</p> <p>1.2 Personal protective equipment to be worn/ used and correct for the speed of the road being worked on.</p> <p>1.3 Personal protective equipment to be supplied and used which is suitable for the tools/machines being utilised</p> <p>1.4 Correct type of grass cutting equipment to be used for different environments (steep verges etc).</p> <p>1.5 Training must be given to operatives utilising any form of cutting or mowing equipment or specialist equipment</p>	<p>Funding available see Schedule 2.</p>

	<p>Natural Beauty every year at the end of the growing season.</p> <p>1.8 Wildlife refuges 1m wide at the rear of verges 3m or more, to be cleared in rotation every 5 years</p> <p>2. All work should be notified in advance to StreetWorks.TrafficManagement@Oxfordshire.gov.uk and postponed if required so as to ensure that there is no conflict with other highway works or street works</p>	<p>2. Cuttings may be left to mulch on the highway verge ,but preferably, collected and disposed of commercially or composted in the community. Cuttings should not be taken to local household recycling sites</p>	
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SCHEDULE 1 – PART 2 – Grass Cutting (Rural)

Delegated Function	Conditions	Other Requirements	Notes
<p>Cutting of grass verges as identified within the rural area (outside 30mph speed limit) with reference to attached OCC Verge and Vegetation Policy dated Feb 2023</p>	<p>1. Minimum Standards for undertaking delegated function</p> <p>1.1 Sufficient to ensure compliance with duty to maintain the highway specified in Section 41 of the Highways Act 1980</p> <p>1.2 One cut per year, utilising a 1m wide swathe cut along the roadside edge in rural verge areas outside of urban 30mph speed limits</p> <p>1.3 One cut per year, utilising a 1m wide strip to the rear of the footway /cycleway/shared use facility and a full width cut between the footway/cycleway/shared use facility and the carriageway</p> <p>2. All work should be notified in advance to StreetWorks.TrafficManagement@Oxfordshire.gov.uk and postponed if required so as to ensure that there is no conflict with other highway works or street works</p>	<p>1. Health and Safety standards include:</p> <p>1.1 A site risk assessment to be carried out.</p> <p>1.2 Personal protective equipment (PPE) to be worn/used and correct for the speed of the road being worked on</p> <p>1.3 Personal protective equipment to be supplied and used which is suitable for the tools/machines being utilised</p> <p>1.4 Correct type of grass cutting equipment to be used for different environments (steep verges etc.)</p> <p>1.5 When using specialist equipment staff must be appropriately trained.</p> <p>2. Cuttings may be left to mulch on the highway verge, disposed of commercially or composted in the community. Cuttings should not be taken to local household recycling sites</p>	<p>Funding available see Schedule 2</p>

	<p>3. Care must be taken to ensure that potentially valuable wildlife habitats are not disturbed. Key sites are designated as road verge nature reserves and can be identified at www.tverc.org.</p>		<p>Additional roadside nature reserves may be requested.</p>
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