



# GORING-ON-THAMES PARISH COUNCIL

## Notice of a Meeting of the Goring-on-Thames Parish Council

Monday 11<sup>th</sup> March 2024 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:** Jane Cartledge, Chair of Goring Tennis Club spoke re minuted item 23.47.9.1 they wish to ask GoTPC permission to submit a planning application for LED Floodlights due to the many members who can only play in the evening, this will also enable the club to expand its membership as well as reducing the use of electricity by converting to LED. They have had a study commissioned to ensure the lights remain within guidelines and do not intrude or increase the source intensity. (Appendix L)

**MoP2:** John Boler Chair of MIGGS re agenda items 5.1-3 he requests our District/County Cllrs to ask District Cllr Van Miero, why the Goring Station Road Pedestrian Priority Lane has taken so long when he is highlighting a number of other traffic schemes proceeding so quickly.

### Members Present:

Vice Chair

Cllr A Smith (AS)

Members

Cllr S Bridle (SB)

Cllr J Emerson (JE)

Cllr J Hutchins (JH)

Cllr B Newman (BN)

Cllr R Williamson (RW)

Cllr M Stares (MS)

Cllr N Mallen (NM)

### Officers Present:

Clerk

S Edmunds (SE)

### Public and Press:

at least 9 members of public & District Councillor MFR

Meeting started 19:30

**NB Some Agenda items were moved up to enable representation from the associated parties, hence the minute numbering is the order of business and thus may not match the published Agenda number.**



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## **23.47.1. To receive apologies for absence. [LGA 1972 s85(1)]**

Apologies received from Cllr S Lofthouse. Cllr B Drew Absent.

## **23.47.2. Declarations of Interests [LA 2011 s31]**

### 2.1. To receive declarations of interest for items on this agenda

*Members to declare any interests, including Disclosable Pecuniary Interest they may have in agenda items that accord with the requirements of the Parish Council's Code of Conduct. (NB this does not preclude any later declarations)*

Cllr SB declared an interest in the Croquet Club as she is a member.

Cllr MS declared he is a neighbour of Sheepcott

### 2.2. To consider requests for Dispensations [LA 2011 s33]

None requested

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

### 3.1. Meeting held on 12<sup>th</sup> February 2024

**Resolved:** Unanimously approved.

### 3.2. Meeting held on 20<sup>th</sup> February 2024

**Resolved:** Approved with one abstention.

### 3.3. Matters arising from the minutes not elsewhere on the agenda.

The Council previously approved standalone Dignity at Work and Lone Worker policies in March, and the Staffing Committee then reviewed compliance with them. Since then it has come to light that the Employee Handbook (Appendix A in Staffing committee meeting 7 March 2023) contains policies Dignity at Work (P92-95) and Lone Working (P110) The Staffing Committee was asked to meet to compare the stand alone and Handbook versions and update the Handbook version accordingly

## **23.47.4. To review the Action List progress and update Action List**

**Full Council**

## **23.47.5. To receive reports from District and County Councillors**

### 5.1. South Oxfordshire District Councillor: F Van Mierlo

**Appendix A**

### 5.2. Oxfordshire County Councillor: K Bulmer

**Appendix B**

It was noted that DIY waste can now be disposed of FOC at waste handling centres (tips) and this should be publicised widely in the village. Cllr BN to add to social media pages.



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## 5.3. South Oxfordshire District Councillor: M Filipova-Rivers

## Appendix C

MFP sent the attached Appendix and gave a verbal report, Playing, pitch and leisure facilities consultations have been launched- they are considered in two ways; what is provided as part of new developments and what is existing. This should be of particular interest to sports clubs. The CIL grant can be applied for by any external partner including councils, it is a pilot scheme but if used will be rolled out further. The SODC budget shows where the Council Tax goes, SODC are investing in the district including the Goring toilets. Garden Waste – big problem is that when payments stop, the team have to chase one by one which increased the workload and so the new permit scheme will be launched from 2025, the SODC website has a handy link to FAQs – any concern, let SODC know. There will be a transition year to snag problems. Other consultations inc planning, compost giveaway 17 March in Crowmarsh. PEP period starts 22 March 2024. Cllr SB raised the topic of green waste and SODC have confirmed that the green waste on the Gardiner is GoTPC responsibility.

### 23.47.6. To Receive Minutes of Committees

All the following minutes were received:

#### 6.1. Finance Committee

- Meeting Dated 23<sup>rd</sup> January 2024

**Appendix D**

#### 6.2. Planning Committee

- Meeting dated 23<sup>rd</sup> January 2024
- Meeting dated 13<sup>th</sup> February 2024

**Appendix E**

**Appendix F**

#### 6.3. Traffic, Planning and Pedestrian Safety Committee

- Meeting dated 23<sup>rd</sup> January 2024

**Appendix G**



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### 23.47.7. To consider & approve options for the Paddock at WhiteHills Burial Ground Appendix H

Cllr AS explained why there is a proposal for a Natural Burial Ground (NBG), as an extension of the existing area. NBG are increasing in popularity, only 270 sites in the UK. It is likely to not increase the tax burden but will create a natural environment enjoyed by members of the Parish. Cllrs raised the following points: given the popularity, could we run out of space? should it be exclusive / reserved for residents? What is the capacity? Will this increase the Clerk Team workload? It was suggested that charges could be the same as other burials, where there is a surcharge for non-parishioner burials. Once we know what demand is, we can control it by pricing, or restricted availability. There is a gas pipeline which could be used as an ashes scatter meadow. The current Burial Ground Clerk could not start the process to convert the Paddock until August.

**Resolved:** Unanimously Approved to convert the Paddock to a natural burial site, subject to a business case and planning permission and to work with Oppo's Farm to ensure vacant possession by August 2024.

DRAFT



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### **23.47.8. Gap Festival (Agenda item 10 moved up in the meeting to enable representation)**

8.1. To approve the use of sponsor advertising boards & banners in the Rectory Garden

*The Festival relies on sponsors to mitigate the costs and to ensure that events are available either free or at accessible pricing to local residents. Overall sponsorship has been offered for the Rectory Garden events, subject to agreed, adequate advertising exposure. To deliver this, the festival organisers propose to have 8 boards next to the wall facing the High Street these will display the GAP Festival logo but will have the sponsors branding visible. There will be other "roll-up" banners in the field during the events themselves to recognise the specific event sponsor. Much of the sponsorship is contingent on the businesses being recognised for their generosity and the boards and banners proposed are therefore critical in securing the necessary sponsorship. The Gap Festival have requested GoTPC to note this proposal and, assuming there are no fundamental objections, to agree that Festival promotion signage and sponsors branding may be displayed at specific events over the Festival period.*

8.2. To approve erecting a Festival Marquee

*60' x 30' [18m x 9m] to provide some contingency in case of weather; and to act as a focal point for the Festival on Thursday 6 June and remove it on Tuesday 18 June. This will be in a similar position to 2022 and the team involved will liaise with the Council Facilities Manager prior to erection. order to accommodate these events,*

8.3. To approve the Playful Art Installation (Goring Gap Textile Group – Ilka Weiss) –

*it is proposed to repeat the Playful Art Installation that was installed in Rectory Gardens throughout the 2022 Festival. This is a very light installation made out of fabric ribbons secured to the trees using heavy duty straps. Each strap works like a belt around the tree trunks but nothing is fixed to the trees*

**Resolved:** Unanimously approved all three motions

The GAP festival thanked the council for their support

### **23.47.9. Clerks Report -Agenda item 11.1 (moved to enable representation) To grant permission to the tennis club to submit a planning application for additional lighting Appendix L**

As landlords, the PC may have the right to say No and should consider impact on neighbours but also doubling capacity for minimal incremental harm. Planning permission would still be required but it was advantageous for the Tennis Club to understand the views of the Parish Council in advance of committing additional expenditure on a planning application. There was general support from the councillors, including from the councillor who neighbours Sheepcot. GTC was asked to have a stand at the Annual Meeting of the Parish to promote and explain their proposals.

**Resolved:** Unanimously Approved to grant permission to the Goring Tennis Club to submit a planning application

### **23.47.10. To approve and update policies as required.**

10.1. Posters and Signs Policy

**Appendix I**

The wording had been updated to clarify the policy. The hosts of events should be encouraged send the policy out with their hires, if a hirer ignores the policy then it should be recommended that future bookings be rejected. Warminghams should be asked to discourage fly posting by not supplying mounting boards for fly posters.

**Resolved:** Unanimously approved to adopt the policy



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

11.1. To appoint new members or any changes to any Committees or Working Groups as required.

11.2. To appoint Cllr N Mallen to replace Cllr S Bridle on the Sheepcot Working Group

**Resolved:** Unanimously approved

11.3. To appoint Cllr R Willamson to replace Cllr S Lofthouse as Chair of the TMPPS

**Resolved:** Motion held for the TMPPS committee to consider.

### Traffic Management, Parking & Pedestrian Safety Committee

11.4. To Receive an update

**Appendix J**

Noted that the Station Road pedestrian safety lane decision is taking too long.

### New Office Space Working Group

11.5. To Receive an update

**Appendix K**

**NB This was moved from confidential items 14.1. and amended to approve signing the licence for the proposed new office space at the Community Centre** The history of the proposed move was provided. Updates include lighting positions and type of heating, fire risk assessment, any issues and the trustees will consult with the working group. The PC must organise its own internet contract and double glazing. We are allowed to put up a Parish Council sign. The licence fee will be de-minimus until occupancy and will then be £7k pa, the move should be around September 2024. The trustees will review the costs annually after the second year and will increase in line with those charged to the trustees by OCC. It is anticipated that the PC will have a separate meter. The PC the debated the pros and cons of different heating and charging options, but as these were not essential to the resolution, they were passed back to the working group to conclude. The licence runs for 12 years with an 18 month notice period on either side for early termination.

**Resolved:** Unanimously approved to sign the licence.

### Planning Committee

11.6. To Receive an update - none

### Finance Committee

11.7. To Receive an update An application has been made to the Unity Trust bank to open a savings account.

This increases the number of counterparties and thus reduces financial risk and takes advantage of higher interest rates.



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## Playgrounds Working Group

11.8. To Receive an update. Expressions of interest had been received from a number of potential providers and total costs for the two playgrounds was likely to be in the region of £350k. Designs would be brought to the annual meeting in order to obtain feedback from the public. An Expression of Interest (EOI) for an SODC CIL grant was being prepared which had the potential to provide up to £250k. The PC's own CIL fund is around £130k at present. The WG could also consider applying for other sources of funding, such as the national lottery. The SODC deadline for the EOI is prior to the next full council meeting so SODC have been asked to clarify what approvals they require for them to accept the expression of interest. Their response would determine the process the council followed, but in the interim the finance committee would be asked to consider the level of CIL funding they would be prepared to allocate to playgrounds. It was not clear if the playgrounds would require planning permission, so the WG was asked to clarify and seek permission if necessary.

11.9. To approve the working group to seek planning permission based on the expressions of interest.

**Resolved:** Unanimously approved to permit the working group to seek planning permission for the proposed playground extension (if required)

## Environment Working Group

11.10. To Receive an update

**EWG Action List**

Due to the floods, the tree surgery at Ferry Lane has not yet commenced, it is now delayed to April/May. They will submit a separate invoice for payment. The grass has been washed away, it should recover, but will be monitored in case reseeding is necessary. All Cllrs invited to join the litter picking initiative on Sunday 24<sup>th</sup> March. The Bridge lights need cleaning, Clerk to chase Enerveo. Village Britain in Bloom Judges due at the end of July

## Sheepcot Working Group

11.11. To Receive an update- the clubs have been asked what their requirements are, to try to get two options to consider. The WG are awaiting their replies.

## Gardiner Pavilion & Field Working Group

11.12. To Receive an update

Nothing to report

## Ferry Lane & Rectory Gardens Working Group

11.13. To Receive an update

The meeting of the Parish will be used to try to get volunteers for the WG possibly from the boat clubs and/or Goring unplugged. Thames River Cruises (who some will know as Caversham Princess) has provide drawings for floating access for unmotorised craft alongside a design for a their own pier. There are concerns about the safety of the initial proposal so a new meeting is planned. Need to consider accessibility.

## Liaisons & Representatives Reports



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11.14. To Receive updates

Cllr SB has a meeting with the Church regarding allotments

### **23.47.12. Clerks Report**

12.1. Moved up to 23.47.10

12.2. Update on the discussion with the football club meeting.

We met with the Clubs, it has been suggested they draft parking guidance notes to attach with all match bookings, they are share the PC's concerns about the access road. We discussed whether when we write to them with the new terms we should include our requirements regarding their management of parking. There will be no subletting permitted. The secretary of both clubs will let us know who is using the pavilion and when, to enable us to plan maintenance and cleaning. The clubs should be encouraged to get their teams to use alternative methods of travel to cars where possible. The coaches drive as they have to carry all their equipment when coaching in different locations.

12.3. To approve the updated agreement to include management of car parking and delegate finalization to the Clerk.

**Resolved:** Unanimously approved to update the agreement as above

12.4. To approve the use of the Rectory Gardens on Saturday 11<sup>th</sup> May 2024 as a venue for Goring on Thames in Bloom fund-raising plant sale.

**Resolved:** Approved

### **23.47.13. To discuss the Annual Meeting of the Parish (AMP)**

*The Village Hall is currently booked for Saturday 13<sup>th</sup> April from 5pm*

**Resolved:** Unanimously approved to continue with the booked date and location

LGA 1972 -It is a statutory requirement to hold an Annual Meeting of the Parish and councillors were asked to consider the best format so that the meeting would be considered useful by parishioners rather than a simple tick box exercise. During the discussion it became clear that to maximise the chances of having a successful meeting it would be helpful to postpone the meeting to provide additional time to work with potential third parties. In order to meet the Goring Gap News Publication deadline the previously circulated draft communication needed to be submitted the following morning, with an updated date if appropriate.

### **Motion without notice to suspend standing orders for 20 mins**

**Resolved:** Unanimously approved

The discussion concluded with agreement to amend the draft communication with a date in May. Councillors Smith, Stares, Newman and Mallen would meet to develop proposals for engaging with clubs and other third parties to create stands in addition to the information the council wished to share and consult on, such as the designs for the new playgrounds.

**Resolved:** Unanimously agreed to reverse the previous decision and to set a Saturday in May (18<sup>th</sup> if available) the Clerk write to clubs once date settled, the communication to Goring Gap News to be





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submitted and the Clerk to circulate the initial list of clubs to the Cllrs,. Extra publicity if needed can go in April GGN, Genie, Website, noticeboards etc

### **23.47.14. Matters for future discussion.**

14.1. Updates on OJFS negotiations.

NB The Council moved 14.2, 14.3 and 14.4 from confidential to the public forum

### **23.47.15. To consider estimates for double glazing the new office space**

As part of the negotiations, the windows require double glazing. A number of quotes were considered.d

**Resolved:** Unanimously approved to use Somerville and to delegate to the Clerk in conjunction with the working group.

15.1. To approve the quotes for small works on Sheepcot & Burial Ground

**Resolved:** Unanimously approved to accept

15.2. To approve the fees for clubs, event hire, Council properties & burial ground

Everyone has a 4.2% increase, producing an income consistent with the budget for the year ahead

Concern was raised about the level of fees for the croquet club. The basis for the fees was discussed including whether it was a cost plus/minus, based on commercial rates/competitiveness or historic plus inflation.

**Resolved :** Approved by majority, one against.

### **Motion without notice to suspend standing orders for 10 mins**

**Resolved:** Unanimously approved

### **23.47.16. 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**

16.1. Moved up to 23.47.11.5.

16.2. Moved up to 23.47.15.2

16.3. Moved up to 23.47.15.3

16.4. Moved up to 23.47.15.4

16.5. To receive a recommendation from the Staffing Committee and approve staffing appointments , salary points and hours for the year ahead.

Firstly: Trying to find a way to get the small jobs done around the parish. The litter picker has offered to take on more work. A trial period was proposed.



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Secondly: Burial Ground Clerk – would offer it back to the current clerk. The original budget had been recast to take account of the pay points and actual/rather than maximum hours worked. This gave comfort that the revised hours were affordable from the existing budgets and reserves. It was agreed that in future a closer linkage between the finance and staffing committees would be useful.

**Resolved:** Unanimously approved to accept the recommendation for extra hours for the litter picker, the new salary points and to make permanent the role of Burial Ground Clerk.

16.6. To note the end of the Assistant Clerks probation period

**Noted**

**23.47.17. To confirm the time and date of the Next Council Meeting– 7.30pm, 8<sup>th</sup> April 2024**

**NOTE: Proposals of Motion to be received by the Clerk no later than 27th March, in accordance with the Standing Orders.**

***Meeting Closed 22:02***