



**Co-Option Advisory Working Group
TERMS OF REFERENCE**

1. Remit

To review applications, interview candidates, and make recommendation to the council on co-option candidates for vacancies arising.

2. Frequency of Meetings

To meet as required to support co-opting councillors in a timely manner.

3. Appointment of members

The Committee will be comprised three members with a quorum of three. Membership of the Co-option advisory working group will be agreed as needed at a full council meeting.

4. Delegated Authority

The Co-option Advisory Working group has no delegated authority, co-option of the candidates to be decided at the next available full council meeting.

5. Scope

To review applications, verifying the applicants are meet the legal requirements to be a councillor.

To interview all eligible candidates with respect to the NALC Co-option Person Specification. Advise the council which candidates are recommended to be co-opted to Goring Parish Council.

NOTE: New Legal topic note from NALC (June 2020) states, if the number of candidates equals the number of vacancies or less and those candidates are eligible to be councillors, they should be co-opted. In this case the Advisory Group could choose not to conduct meetings.

6. Review

This Terms of Reference document was approved for use at the meeting of the Parish Council on 13th July 2020, it shall be reviewed periodically.

Signed:

Dated:

K Bulmer, Chairman



Cleaner / Litter Picker Application Form

Personal Details

First Names

Surname

Date of Birth

National Insurance Number

Address

Postcode

Phone Number

E-mail Address

Current or most recent employment

Position

Dates Employed (From and To, Month and Year)

Name and Address of Employer

Main Responsibilities

Relevant Experience

Details of any experience, qualifications or training relevant to this job.

Dates

Details

Getting Around

(delete as appropriate)

Do you have transport of your own?

Scooter / Push Bike / Car

Do you have a full driving licence?

Yes / No

Availability

Monday	<input type="checkbox"/> Early	<input type="checkbox"/> Mornings	<input type="checkbox"/> Afternoons	<input type="checkbox"/> Evenings
Tuesday	<input type="checkbox"/> Early	<input type="checkbox"/> Mornings	<input type="checkbox"/> Afternoons	<input type="checkbox"/> Evenings
Wednesday	<input type="checkbox"/> Early	<input type="checkbox"/> Mornings	<input type="checkbox"/> Afternoons	<input type="checkbox"/> Evenings
Thursday	<input type="checkbox"/> Early	<input type="checkbox"/> Mornings	<input type="checkbox"/> Afternoons	<input type="checkbox"/> Evenings
Friday	<input type="checkbox"/> Early	<input type="checkbox"/> Mornings	<input type="checkbox"/> Afternoons	<input type="checkbox"/> Evenings

Can you work at weekends?

Saturday	<input type="checkbox"/> Always	<input type="checkbox"/> Sometimes	<input type="checkbox"/> Never
Sunday	<input type="checkbox"/> Always	<input type="checkbox"/> Sometimes	<input type="checkbox"/> Never

References

Please supply the name, address and telephone number of two referees.
(one must be your present – or most recent – employer and the other should be, where possible, a previous employer)

Name	Job Title
<input type="text"/>	<input type="text"/>
Address	Telephone
<input type="text"/>	<input type="text"/>
E-mail	
<input type="text"/>	

Name	Job Title
<input type="text"/>	<input type="text"/>
Address	Telephone
<input type="text"/>	<input type="text"/>
E-mail	
<input type="text"/>	

Please note by entering their details you consent to your referees being approached after the interview.

Declaration

I declare that the information given on this form is, to the best of my knowledge, true and complete.
I understand that false statement may be sufficient for my rejection or, if employed, dismissal.

Signature	Date
<input type="text"/>	<input type="text"/>

Please submit this form after completing the next page.

Additional Information and Equal Opportunities

Personal Details

POLICY

Goring Parish Council is committed to the principle of equal opportunities in employment.

The aim of the Equal Opportunity policy is to ensure that all employees are recruited, trained and promoted according to their ability to fulfil the requirements of their post.

There will be no discrimination on the grounds of, for example, race, colour, creed, ethnic or national origins, nationality, disability, age, sex, sexual orientation, marital status or family responsibility in any matter relating to employment

MONITORING

Goring Parish Council has adopted the recommendations of the Code of Practice published by the Equal Opportunities Commission and the Commission for Racial Equality (now the Equality and Human Rights Commission) that employers should regularly monitor the effects of selection decisions to assess whether equality of opportunity is being achieved.

For this purpose you are asked to complete the form below.

The information will be treated as strictly confidential and used, in an anonymous way, for statistical purposes only. The form will be removed from your application prior to short listing.

Details

Post Applied For

Date of Birth

I would describe my Ethnic Origin as:

- | | | |
|--|--|--|
| <input type="checkbox"/> White - British | <input type="checkbox"/> White - Irish | <input type="checkbox"/> White - Other |
| <input type="checkbox"/> Black / Black British - Caribbean | <input type="checkbox"/> Black / Black British - African | <input type="checkbox"/> Black / Black British - Other |
| <input type="checkbox"/> Asian / Asian British - Indian | <input type="checkbox"/> Asian / Asian British - Pakistani | <input type="checkbox"/> Asian / Asian British - Other |
| <input type="checkbox"/> Mixed – White/Black Caribbean | <input type="checkbox"/> Mixed – White/Black African | <input type="checkbox"/> Mixed – White / Asian |
| <input type="checkbox"/> Mixed - Other | <input type="checkbox"/> Chinese | <input type="checkbox"/> Other Ethnic Group |

I am

- ☐ Male ☐ Female

Do you need approval through the requirements of the UK boarder agency to work in the UK?

- ☐ Yes ☐ No

Have you ever been convicted of a criminal offence? (Declarations subject to the rehabilitation of offenders act 1974)?

- ☐ Yes ☐ No

If Yes, please give details.

Job Title: Cleaner of Parish Buildings

Job Purpose: The purpose of this post is to ensure the parish buildings are clean and safe, in accordance with the relevant legislation and with specific emphasis on Health and Safety.

Responsible to: Parish Clerk, Assistant Clerk for Property for day to day issues.

Principal Duties and Responsibilities:

1. To ensure the buildings are cleaned in accordance with the approved specification.
2. To complete a weekly work log provided by the Council for monitoring purposes, recording accurately the hours worked.
3. To monitor the fabric of the building by regular checks both internally and externally for defects, damage or breakdown reporting any defects to the Assistant Clerk for Property.
4. To communicate with the public and work colleagues in a courteous, respectful and appropriate manner in order to maintain good relationships.
5. To report to the Assistant Clerk for Property any Health and Safety issues observed whilst undertaking the role.
6. To undertake any training deemed necessary.
7. To complete any other related or emergency duties as directed by the Parish Clerk in line with the responsibility of all employees to provide a service to the public. The hours of work will be up to 20 hours per month, worked flexibly to accommodate the needs of the service.

Other duties:

To undertake additional duties as required, commensurate with the level of responsibility of the post.

Note:

This job description outlines the main duties and responsibilities of the position of clerk at the date written. It is prepared for the benefit of both the post holder and the council in understanding the prime functions of the post as currently defined. It should not be regarded as exclusive or exhaustive as there may be other duties and responsibilities created by legislation or taken on by the council in response to the changing needs of the village.

Job Title: Litter-Picker

Job Purpose: The purpose of this post is to support the Parish Council by keeping the parish clean and tidy by the regular removal of litter, in accordance with the relevant legislation and with specific emphasis on Health and Safety.

Responsible to: Parish Clerk, Assistant Clerk Property for day to day issues.

Principal Duties and Responsibilities:

1. To remove and collect litter from areas identified on the Schedule and/or from further areas as identified from time to time.
2. To complete a weekly work log provided by the Council for monitoring purposes, recording accurately the hours worked.
3. To identify and record on the work logs the main areas of litter pollution and any graffiti and/or vandalism within the village by visual inspection.
4. To communicate with the public and work colleagues in a courteous, respectful and appropriate manner in order to maintain good relationships.
5. To report to the Assistant Clerk for Property any Health and Safety issues observed whilst undertaking the role.
6. To undertake any training deemed necessary.
7. To complete any other related or emergency duties as directed by the Parish Clerk in line with the responsibility of all employees to provide a service to the public. The hours of work will be up to 12 hours per month, worked flexibly to accommodate the needs of the service.

Other duties:

To undertake additional duties as required, commensurate with the level of responsibility of the post.

Note:

This job description outlines the main duties and responsibilities of the position of clerk at the date written. It is prepared for the benefit of both the post holder and the council in understanding the prime functions of the post as currently defined. It should not be regarded as exclusive or exhaustive as there may be other duties and responsibilities created by legislation or taken on by the council in response to the changing needs of the village.

Title	Clerk Report
Authors	Clerk & RFO
Meeting	Goring Parish Council – 13 th July 2020
Report Date	08 th July 2020

GPC COVID-19 Response

Thanks have been given to the COVID-19 Coordinator, with a suspension of employment from the 31st July 2020. It has been asked that if the role were to be required again whether they would rejoin us, and this has been confirmed. If at any time the council needs extra staff support our coordinator has asked that we consider them for any future roles also.

Discussion with the response group in Streatley (SERG) and the Goring and Streatley Villages Helpline suggests that whilst the number of calls coming in to the helpline have now reduced to a steady 20-30 calls per week, the calls being received are now of a much more serious nature. Calls are coming not just from members of the parishes calling for help, but organisations such as the Royal Berkshire Hospital and Department for Work and Pensions calling to ask for assistance for families in dire need of help where the organisation calling cannot arrange the help needed quickly enough. Lottery grant funding has recently been confirmed, and the local help schemes including the helpline anticipate financial help will no longer be required to keep the helpline open longer term, but are asking for Goring PC's support in the desire to continue the helpline past a previously suggested mid August for pausing of the current COVID-19 response.

Suggestion: To suspend current COVID-19 GPC support scheme, mid-August, and to retain all data until either a vaccine is found or government officially closes COVID-19 schemes, for the purpose of restarting GPC response in the event of local lockdown or second peak.

We have also been the recipient of a £1000 grant to support our COVID-19 response.

Streatley Parish Council have requested a coordinated response to any Local Lockdown responsibilities.

From: Jeremy Spring <jeremy.spring@streatley.org>

Sent: Monday, July 6, 2020 12:05 pm

To: Kevin Bulmer

Cc: Laura White; Clerk; Alan Law WBC

Subject: Possibility of a local lockdown

Dear Kevin,

At our Parish Council meeting on July 13th we will be considering a proposal for actions to take should we be asked to assist with a local lockdown in Streatley.

It is our understanding that local lockdowns in West Berkshire will be under the jurisdiction of the District Council, together with local offices of Public Health England, to coordinate actions. Currently West Berkshire Council considers that it will shut down schools and care homes, but will be working with Parish Councils on suggestions for any other measures that could or should be taken if a village level lockdown is required. Clearly, if we should need to ask for our local pubs etc to be closed down, it would be illogical if people from Streatley could then go to the pub in Goring and vice versa.

We would hope that if either of the villages get a local outbreak of COVID-19 then we would work together as Parish Councils, alongside our District / County counterparts, to lobby to consider the two villages as one, in public health terms.

Let us hope that the above scenario does not arise but in case it does, I would appreciate your views on these proposals.

Best regards

Chairman, Streatley Parish Council

After consultation with a number of clerks, all suggest accepting the responsibility to manage / make suggestions on the closure of local businesses or public houses, is not in the scope of what Parish Councils should be doing. Further contact with SERG suggests the local response by the Parish Council may be managing local knowledge and passing it between the villages, such as knowing a child attends Goring School, but lives in Steatley. As Clerk may I suggest this may not be data we wish to start collecting, it is not something we normally manage and could lead to a false representation of the scope of the Parish Council. I would like to refer this request to the Parish Council to discuss and make the decision, being out of the normal remit of the Clerk role.

Staffing Matters

When the cleaner notified us of their resignation, they were called back from furlough – the object of the scheme to prevent job losses. Recruitment for a replacement is ongoing, to date only one applicant.

Suggestion: To approve Job Specifications, Application forms and delegate responsibility to the Clerk for recruiting new Cleaner & Litter Picker.

Unauthorised Encampment

Summary of Dates and Events

Saturday 30th May, encampment set up, police aware

Sunday 31st May, letter delivered to encampment by clerk, with police in attendance, asking them to vacate. Police asked to issue S61 notice. Clerk left site on the understanding this had been done. The officers in attendance were unsure of the process and were asked by the Clerk if they should ring a senior officer to ensure it was being completed correctly, which was declined.

Monday 01st June, encampment remained. Sgt B Taylor attended the parish office and confirmed S61 had not been issued correctly nor would it be issued, as the disruption to the village was not severe enough for a more senior officer to give permission for the S61 notice to be issued. Late Monday evening Able Investigations were instructed to evict the unauthorised encampment under Common Law.

Tuesday 2nd June, Able Investigations in attendance from 08:45, encampment successfully moved on approximately 16:30 the same day. Grundon provide and install 2 large rocks at each entrance to attempt to prevent future encampment until a more permanent solution is found. During the eviction one of the enforcement officers was threatened with a crowbar. The police in attendance stepped in to diffuse the situation.

Throughout: Various local crimes and acts of vandalism reported to the police. Many parishioners getting in touch with the council asking for reassurances, updates on progress, police doing regular drive-by's of the area.

Post Eviction: the majority of correspondence to the council was offering thanks and praise for the relatively quick eviction of the encampment.

Costs to Date

Current Costs stand at £4525 (ex VAT) for the eviction.

We are still waiting for the bill for the clean up, but the quote was £1350

There was also approximately £600 in additional staffing hours (still to be formally calculated) and £70 in purchasing of padlocks and chains to lock the other venues.

Requests for joint approach going forward from other Parishes.

A number of parishes have been in touch, asking for any documentation we subsequently produce, to detail the processes followed, and how to secure sites going forward. I have been in touch with parishes across both South Oxfordshire and West Berkshire.

One key theme from these requests being some sort of calling tree to advise of any convoys of caravans.

At the time of writing we have been able to offer help and support to both Henley and Shiplake for encampments this week.

Security Review

Considering the recent encampment, I suggest a full security review and of all the sites. Grundon have kindly offered to donate two gates to the Gardiner Recreation Ground, with GPC covering the cost of installation and buying the Padlocks.

Suggestion: At least one Councillor to spearhead the security review, with support from OCC Traveller and Gypsy Liaison Team, and local police Sgt B Taylor. Formally accept the gates from Grundon, and select a colour for the to be painted. Authorise spend up to £1000 to support the activity at the Gardiner Rec.

Other points to not, recommendations so far to employ the use of ditches and review the fencing at the Gardiner Rec which is considerable damaged in places already. Request to looking at allowing pedestrian access at the main entrance to the WHBG for times when the main gates need to be locked. I have noted some comments suggesting some of the older members of the parish have been scaling the front gates in a bid to get in to the WHBG!

Donations

Some donations have been made to the GPC, plus there is an anticipated donation, not yet received, from:

Sheepcot Residents Association

THE SHEEPCOT RESIDENTS ASSOCIATION

Secretary's address for correspondence:

Tel:

Email:

The Clerk
Goring Parish Council
Old Jubilee Fire Station
Red Cross Road
Goring, Reading RG8 9HG

13 June 2020

Dear Laura

Re: Unauthorised encampment on the Gardiner Field on 30 May 2020

I confirm that the Sheepcot Residents Association has made a bank transfer of £800 to the Council's account. This donation results from individual members wanting to make a gesture of appreciation for the swift and efficient action taken by the Council following the above encampment and to help with the unprecedented costs incurred to date and the future costs of securing our village sites against unauthorised encampments.

As you know, many local authorities do not take the swift action the Council has done and evictions for unauthorised encampments can take weeks or even months. In common with the villagers living close to the Gardiner Field, many of us were very anxious that weekend as a phone call had been received stating that travellers were considering Sheepcot Field as a potential site for an unauthorised encampment. It is dreadful to feel unsafe in one's own home. The family-run Masons fair has often been held in the field and one year we even had a circus there so it has always been possible for large vehicles and caravans to enter the field from Gatehampton Road. There is also a pedestrian access from the Reading Road at the top of the field that might be widened to permit vehicular access. In common with most villagers, those of us living in the Sheepcot area experienced a huge sense of relief when we heard the news that the Gardiner Field had been vacated and could be used again by the village once the Council had organised the professional cleansing and decontamination of the site.

Thanks to the Council, peace of mind has been restored to many villagers. We must now hope that any changes arising from your current review of security and your swift action re the eviction process will prevent any future unauthorised encampments on our village open spaces and recreation grounds, as well as on the approach to the burial ground where so many of our loved ones rest.

Yours sincerely

Secretary, SRA

Jonathan Russell has also set up a **Just Giving Page** asking for donations. All donations are being put in to an EMR for use only on security and infrastructure improvements at our public spaces.

Grundon have kindly donated the installation of temporary rocks at the entrances of the Gardiner Recreation Ground and offered New Gates.

Suggestion: to approve formally accepting and offering Parish Council thanks for donations received and any further donations to Parish Council public spaces Security.

GDPR

Summary

A member of public (MoP) formally requested to be “forgotten” after realising their name and address was published in historical minutes. After discussion with the Information Commissioners Office (ICO) the appropriate action is to redact the online copy and to notify the MoP the original signed documents cannot be amended.

To adopt a new policy to recording MoP Names and potentially addresses in the Minutes.

Clerk Recommendation**Writing of minutes going forward**

- The legitimate interest test needs to be applied to every instance of wanting to record and then keep someone’s data.
 - [ICO Guidance](#)
 - The most important statement for me, and applicable to this situation being “If you can reasonably achieve the same result in another less intrusive way, legitimate interests will not apply.”
 - The ICO did not state explicitly that name should not / must not be recorded. They stressed that the reason for recording it doesn’t have to just be legal, but also necessary/legitimate.
- In addition I have sought information from
 - Local Councils Explained, 2013, page 168, publication by National Association of Local Councils (NALC)
 - Written by Meera Tharmarajah (solicitor)
 - *There is a duty to observe the data protection principles in the Data Protection Act 1998. This means that the minutes cannot routinely record the names or other personal data of an individual unless it is the performance of contractual obligations, statutory powers or functions of the council, or if the individual consents. The minutes of the meeting should not thus ordinarily include the personal data relating to members of the public who attended and spoke at the meeting.*
 - *Minutes of a meeting are not a verbatim record of the meeting. Neither are they a story of what happened at the meeting and should not document opinions or views that were expressed in that meeting.*
 - Charles Arnold-Baker on Local Council Administration, edition 11, page 66, 7.39
 - *[Minutes] are intended to be formal records of official acts and decision, not reports, still less verbatim reports, of the speeches made by councillors. ...the arguments used in the discussion need be recorded only if the decision cannot be clearly expressed in another way.*
 - Other Clerks
 - No less than 16 clerks have advised me in the past that MoP names should not be recorded (I asked this part of the question in November 2019 also)
 - Including two which stated their local Association of Local Councils advised them the names should not be recorded as standard even if the MoP says it can be.
 - Many of the clerks have already completed ILCA & CILCA, and some the community governance degree, with a vast array of experience among them.
 - Training Courses
 - I have completed the ILCA qualification, delivered by the Society of Local Council Clerks (SLCC), the professional body of clerks. The training course advised that MoPs names/personal details should not be recorded in the minutes.
 - I am in the process of completing the CILCA qualification. The Training is being delivered by an SLCC approved and trained mentor, who has confirmed today:
 - I advise, no names and certainly no address / contact details! It should be sufficient to say ‘a resident’ or mop as you say.
 - Only publish if you have the person’s evidenced agreement. ie if the PC is thanking them for something.....

- Otherwise, it is irrelevant, the same way the minutes are not a verbatim record, as it's the corporate decision. This protects the PC and the individual.
- You are protecting the PC and the individual.

In conclusion, I genuinely believe that including the names or any other personal data of residents in the minutes would be contrary to my training, professional advice and good practice, leaving the council at risk of GDPR infringements.

After discussion with councillors, it has been suggested the following statement or similar is posted on the website – requested by a councillor.

The current Council policy for Public Meetings of the Council, the general representations by Members of the Public (MoP) are likely to be briefly summarised in the subsequent Minutes that become the official public record of decisions made by the Council. When the MoP's identity is not relevant to Council decisions, the MoP will not be specifically identified. If there is a matter in which the identity is deemed relevant to the representation made and that representation was considered in a decision made by the Council, the individual's name and/or address and/or title/position in a group will be included in the Minutes of the meeting. The lawful purpose of including that information is to ensure Council's transparency of decisions made and any representations that have influenced that decision.

If your name or identity was mentioned in any historical minutes, please inform the Clerk of your concerns by letter or by email. Consideration will be given to redacting names or identifying information that is held on the Council website, though this will only be considered if the Clerk determines that the representation made was general and that the identifying information was not particularly relevant to decisions made by the Council.

Suggestion: PC to consider which approach to follow going forward. Clerk still recommends no MoP names or addresses to be recorded in minutes.

FOI

One FOI since the last meeting, topic: Coppa Club or Swan at Streatley written communications of all kinds, for a fixed time period. 2 Councillors did not respond to the request. Data has been passed to the requestor, as yet, no further correspondence.

Speed Monitoring – Wallingford Road.

I understand there was already an agreement in principle to do a speed / traffic assessment of the Wallingford Road. I have now received another MoP request for such stating there has been a recent noticeable increase in large vehicle movements and speeding.

Suggestion: PC to approve requesting speed / traffic assessment with OCC, and associated costs, to be conducted in September, once schools have returned full time to be representative of a "normal period"

Fees refunds – COVID-19 Closures.

Some of the sports clubs have requested return of fees due to inability to use during COVID-19 Lockdown. Suggestion to apply for grants to cover this have been turned down.

Appendix C

Suggestion: PC to return fees for items GPC have jurisdiction over, for example the tennis club not being able to use the toilet, as GPC have closed the pavilion, but not return of fees for the renting of the tennis pavilion land etc. Clerk formally asking for the Council to agree an approach for all club requests for COVID-19, now and the future for any other unexpected closures, as this is out of scope and there is no known policy for the Clerks Team to work to.

Title	Property Report
Authors	Assistant Clerk (SJ) & Clerk (LW)
Meeting	Goring Parish Council – 13 th July 2020
Report Date	07 th July 2020

Notification to the Council of the Requirement for the Following Works

1. Fire risk assessments – (can't see any carried out since 2018 on our filing system, don't think we publish this though) £480.00 + VAT for all three buildings (£160.00 per building) by 'efiresafety'
2. Additional works railings painting at Sheepcot (requested by Kevin),
3. The tree maintenance works are due to commence shortly to carry out the priority one works previously approved to proceed by the Council. These will be carried out by Heritage Trees.
4. Mechanical and Electrical Remedial works have been quoted by SMS for hazards picked up during the environmental survey earlier this year. Smartway have been requested to quote for these a few weeks ago but as yet have not returned a quote. The SMS quote is for Gardiner £1250.75 + VAT and Sheepcot £2353.13 + VAT – SJ to review these works and assess priority level with SMS prior to instruction.
5. Electrical Remedial works arising from Smartway electrical inspection carried out recently for sheepcot have been quoted by Smartway at £2025.00 + VAT – again SJ to review with contractor, priority works.
6. Electrical Remedial works from Smartway for Gardiner following electrical inspection – quote awaiting from them.
7. Office electrical inspection – to be completed 5 yearly, to support Fire Risk Assessment, the quote from Smartway needs reviewing but it stands at £2438.00 + VAT this does include upgrade works that may or may not be essential.

NOTE: all these costs are on top of costs previously approved by the council to expend for the environmental statutory testing in sheepcot and Gardiner total budgeted £2300.00

Action: SJ has been advised the budget is not currently available for all these works. Priority works to be defined, with immediate, 6month, and next Financial year headings to spread the costs as much as possible, including what can wait until the next precept payment.

Request: To approve £3000 budget for urgent H&S requirements.

Title	Report to Goring Division Parish Councils
Authors	Cllr Kevin Bulmer, Oxfordshire County Council
Date	May 2020

WASTE CENTERS

Oxfordshire is to increase its recycling service to residents by extending the opening hours at all seven of its Household Waste Recycling Centres from next week.

The extended service will mean that from Tuesday 26th May, the centres at Alkerton, Ardley, Dix Pit, Drayton, Oakley Wood, Redbridge and Stanford in the Vale will now open at 8am and close at the later time of 5pm. This applies seven days a week. Please note the current 4pm closing time is still applicable across the Bank Holiday weekend.

Please note that that late-night opening on Thursdays and the acceptance of trailers and hire vans remains suspended for the time being.

The revised service comes as Oxfordshire County Council continues its recovery phase from the COVID-19 emergency.

The council and site teams would like to thank residents for their continued patience and understanding whilst using our sites, and also asks residents to remember the following important points:

- Residents must self-police and abide by social distancing of two metres from site teams and other residents **at all times**.
- Please follow any instructions given by site teams to ensure queues and sites are managed safely
- Vehicle numbers and parking bays are reduced on site, and once the maximum is reached the site will operate on a one-out one-in basis. PLEASE NOTE the potential for delays and queues.
- We will continue to charge for non-household waste brought to sites and this will be **by contactless card payment only**. If you are unable to pay by contactless means you will not be able to deposit non household waste at the site.
- Site teams will be there for guidance only and will **not** be able to assist residents in unloading their waste.
- Only one resident is permitted out of the vehicle, unless it is to remove a heavy load which would otherwise be unsafe to remove. Visits are best made by just one person per vehicle.
- In line with Public Health England guidance, residents who are vulnerable, or who are showing symptoms which may indicate coronavirus, should not visit household recycling centres.

Unsure what to recycle at our HWRCs? Residents can check if a HWRC can deal with their material by using our new online tool Waste

Wizard: <https://www.oxfordshire.gov.uk/residents/environment-and-planning/waste-and-recycling/household-waste/repair-reuse-or-recycle>

ACTIVE TRAVEL PLAN

Due to some councilors & people raising expectations with speculations I feel it necessary to put the record straight.

Since the announcement by Grant Shapps of the funding for active travel there has been a lot of speculation and raised expectations.

To date we have still not been told our allocation of the £250 million nor the criteria that will be used. Any of the rumors and amounts you may have heard about not come from OCC.

Normally Oxfordshire receives 1% of the national pot so we could expect around £2.5 million. We are keen these funds are used across the county to promote active travel not just restricted to Oxford City where there has been a lot of noise. In itself £2.5 million is a lot of money but when it's spread across the county it won't go far. There is the other longer term funding of £2 billion which was already announced as part of a longer term £5 billion back in February. So lots of re announcements with lots of funds that raise expectations.

The highways team have been working on various ideas and proposals but without knowing the level of funding it's difficult to put forward any schemes without raising expectations.

We are doing a lot of work but until we know what the funding is we need to keep expectations levels down.

Once we know how much funding is available then we will share that & our ideas with you.

CONTACT DETAILS

Address: Councillor Kevin Bulmer, County Hall, New Road, Oxford OX1 1ND

Email/Tel: kevin.bulmer@oxfordshire.gov.uk. **07803005680**

Title	District Councillor's Report
Authors	Cllr Maggie Filipova-Rivers, South Oxfordshire District Council
Date	11 th June 2020

Coronavirus response

The newly established Community Hub at SODC has been extremely active in supporting vulnerable residents over the past couple of months. Activity levels have now started to reduce, and were much lower over the past couple of weeks; there were only 46 calls over the recent Bank Holiday weekend, which very much reflects the way that local groups have established strong support networks for their own communities. The Hub's new opening hours will be 9am to 6pm, Monday to Saturday and closed on Sundays.

As you can appreciate, these tasks are new to many of the staff at SODC, and some of the technical systems have had to be redeveloped to cope (e.g. the business rates system is set up to take money in from local businesses, not to send funds the other way!). All of these new tasks also had to be absorbed at the same time as Council staff were being moved to home-working, having to deal with their own personal situations (home-schooling, self-isolating etc.) and maintaining existing services such as waste collection. Needless to say, we are certainly very proud of the way SODC staff have stepped up to the challenge and have responded to the new demands being placed on them.

Applications to Planning Committee

All planning applications, Other, Minor, Major fall under existing delegated powers to Head of Planning, however the scheme of delegation was temporarily amended in May in response to the challenges posed by the COVID-19 emergency. The changes are as follows:

If the Parish/town council objects to a 'minor' application, a planning officer will contact them to explain the likely recommendation and seek to resolve their planning concerns, but can determine the application, unless ward member calls it in, in which case it will go before Head of Planning + Chair+ Vice Chair+ Ward member to resolve, and they will decide if it should go to planning committee or not for a decision.

If parish/town council objects to a Major application it will go planning committee for a decision if the recommendation is for approval.

'Other' applications (householder) eg extensions - unchanged - do not go to planning committee if the parish/town council objects, unless the ward member calls it in, or the planning officers decides it should go to committee.

The statutory time limits remain unchanged as 13 weeks for major development and 8 weeks for all other types of development (unless the application is subject to an Environmental Impact Assessment, in which case a 16 week limit applies).

The public consultation period for an Application is 21 days (from the date the letter/notice is posted), and if there is a significant change to the Application following amended plans, a further public consultation period, usually 14 days, is undertaken. The Application can be called in to a Planning Committee by a district councillor with planning reasons up to 28 days from registration.

Please make sure that you contact me as your ward councillor as early as possible to flag up any planning application where you think you may want the ward councillor to call it in within the 28 days.

Planning committees

SODC's first virtual planning meeting took place on 28 May. Members of the public were able to watch online via a link on the SODC website, and a recording is available at <https://youtu.be/LMa7H8Lyr7c>. Our second planning committee took place on Wednesday 10th June.

For future meetings, anyone wishing to take part will need to submit a written statement by email in advance, which will be shared with all the planning committee members. We are aiming to introduce full online public participation in due course, as soon as our IT security issues around public speaking are resolved.

Local Plan

We are on track with the Examination process, and officers have had their first monthly progress meeting with MHCLG, where MHCLG recognised that good progress has been made to date and that preparation for the examination is on track. The report of the meeting on 6 May can be read here:

<http://www.southoxon.gov.uk/sites/default/files/MHCLG%20SODC%20May%202020%20monitoring%20meeting.pdf>

Proposed modifications to the emerging Local Plan 2034 are being drafted for submission to the Inspector but it will be up to the Inspector to accept or reject these. It has now been confirmed that the Examination in Public (EIP) will be held virtually during July and August. Some local groups have written to express concerns that this will restrict public participation. Those who made representations on the plan when it was being submitted in early 2019 are eligible to actually participate but other members of the public will be able to watch proceedings online. The organisation of the EIP is not within the control of SODC.

Strategic Plan 2050

As part of the Housing & Growth Deal secured by the Oxfordshire Growth Board, the Oxfordshire Plan 2050 is a strategic planning document that sits above the Local Plan. **Open Thought** is a new open engagement platform seeking input from as many people and

organisations as possible on how we want to shape our county to 2050. This is in addition to the consultation which takes place as statutory plan-making process. You can have your say here:

<https://www.oxfordshireopenthought.org/>

I would like to seek your thoughts on how we can engage younger people to contribute to this given that it will be their futures that are impacted?

Adapting our roads to accommodate safe cycling and walking

Across the nation authorities are preparing for the easing of the lockdown restrictions and it has become patently clear that our narrow pavements and car-oriented roads are simply unsafe for an increase in bicycle traffic and social distancing. County Councillors have been collating proposals from across their wards to submit for consideration, since OCC is the Highways Authority. Much of the focus so far has been on the more urban areas, including Oxford City, but we would like to see this vision extended to between our villages and between our villages and towns.

Once public transport is being used again, a key priority must be to integrate it with cycling, such as providing a safe cycling routes across the district, plenty of safe cycle storage and buses which can carry bikes for onward use. With all the new houses being built in our area, suggesting that commuters drive to work must be just one of the options.

You can read the Statutory guidance, 'Traffic Management Act 2004: network management in response to COVID-19' here <https://www.gov.uk/government/publications/reallocating-road-space-in-response-to-covid-19-statutory-guidance-for-local-authorities/traffic-management-act-2004-network-management-in-response-to-covid-19>

We have also recently discovered a website called www.widenmypath.com where you can submit a suggestion for improvements to be made to an existing pavement or cycle path. Apparently it is monitored by OCC, so worth using!

Support for Local Businesses

The South and Vale Business Support Service has received a huge increase in visits to its website, particularly since it is responsible for administering the business support schemes announced by the Government. From 3rd June they will be processing applications for the new Discretionary grants fund, aiming to support small businesses which were not eligible for the earlier rounds of funding. However, they have warned that the funds available total only 5% of the amount available under previous programmes, so they will not be able to respond positively to all applications. Further information is available at <https://www.svbs.co.uk>

It is also worth noting that the SVBS website has an online database listing all businesses which are open and trading in the area, so it is worth checking this to add your own business or to check who is currently open for business locally.

Car Parking Charges to be re-introduced

With the gradual re-opening of shops and other facilities, car-parking charges have restarted from 8th June in SODC-owned car parks. This will go some way to restore some of the Council's lost income, and will also free up spaces for shoppers, who are still discouraged from using public transport.

NHS staff and care workers who display a national COVID-19 pass can continue to park for free. To claim a pass, staff should email carparks.southandvale.uk@sabagroup.com, including proof of their employment.

**MINUTES OF A MEETING OF THE PLANNING COMMITTEE
GORING ON THAMES PARISH COUNCIL**

Old Jubilee Fire Station, Red Cross Road, Goring 7.30pm Tuesday 25 February 2020

Members Present:

Chairman	David Brooker (DB)
Members	Lawrie Reavill (LR)
	Catherine Hall (CH)
	Bryan Urbick (BU)
	Matthew Brown (MBR)
	Debbie Gee (DG)
	Mary Bulmer (MBu)
	Sonia Lofthouse (SL)

Officer Present:

Assistant Clerk	Mike Ward (MW)
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15 members of the public were present at the meeting

20/17 To receive apologies for absence.

John Wills (JW)

20/18 To receive any declarations of interests

CH declared an interest in item P20/S0372/FUL (agenda item 6.2) and DB declared an interest in P20/S0462/FUL (agenda item 6.6).

20/19 Public Forum

A member of the public explained the roof changes in application P20/S0438/HH.

Several members of the public were present to give their observations concerning item 14.1 on the agenda (To consider correspondence received: E-mail concerning monitoring and supervising of the implementation of approved development plans). It was agreed to bring forward that item.

These members of the public expressed their disapproval of application P19/S2923/O, about which a consultation response was previously decided at the Planning Committee Meeting held on 29 October 2019, which therefore could not be re-determined as the closing date for consultations has passed. These members of the public expressed their concern about the rapidly changing situation regarding flood risk, as evidenced in the media with flood height records currently being broken nationally, and by two official changes to the Environment Agencies flood risk zones since the GNP had been prepared. They were extremely concerned about the potential of flooding for the proposed new houses, as well as the potential increase in risk to existing houses in the vicinity by the development proposals. They sought reassurance that changing evidence and up-dated guidance would be used to assess the impact on the current planning application ref P19/S2923/O for site GNP3 within GNP. The Chairman advised the public that when the "no objection" decision was made that the committee had agreed to and attached the detailed requirements of conditions/criteria of matters set out in the NP that must be satisfactorily resolved e.g. flooding/drainage matters etc.

CH expressed concern about the importance of the Parish Council holding SODC Planning accountable to the necessary planning scrutiny. At one point in the discussion, one member of the public registered their concern at what they considered was the unsupportive attitude of the Planning Committee Chairman and that this concern should be recorded in the Minutes. Though it was highlighted there could not be a formal approval as there was no agenda item for the matter, it was felt that CH could, if

Signed:

Dated: 24/03/2020

she wished, discuss the situation with the SODC Planning Officer and report back at a future meeting at which there could be a specific Agenda item. At the end of the discussion, a member of the public requested that the Committee Members identify themselves. All Cllrs gave their name and indicated where they lived.

20/20 To approve minutes of the meeting held on Tuesday 21 January 2020

Resolved: That the minutes be approved and signed by the Chairman.

20/21 Matters arising from those minutes not elsewhere on the agenda

None

20/22 To review the following Applications:

- 1 **P19/S3433/FUL – Woden House Limetree Road Goring RG8 9EY** – Proposed erection of a semi-detached pair of dwellings (2 x 4 bed). As amended by revised drawing nos 2590_PL 100B and PL 103 addressing highway concerns and as clarified by additional sequential test information accompanying Agents email dated 7 February 2020.

The Committee considered that the application had not changed significantly from the previous submission discussed at the meeting held on 26 November 2019, so the objection still stands.

Resolved: That GPC **Objects for the following reasons:** Overdevelopment, unneighbourly, not in line with Neighbourhood Plan infilling policy.

- 2 **P20/S0372/FUL – Dorvic Fairfield Road Goring RG8 0EX** – Demolition of existing dwelling. Erection of replacement dwelling house.

CH declared an interest and withdrew from the meeting during discussion of this application.

Resolved: That GPC has **No Objections**.

- 3 **P20/S0411/HH – Broughton Fairfield Road Goring RG8 0EX** – Single storey rear flat roof extension with lantern.

Resolved: That GPC has **No Objections**.

- 4 **P20/S0438/HH – 8 Holmlea Road Goring RG8 9EX** – Two storey side extension.

Resolved: That GPC has **No Objections but with comments:** Recommend introduction of hipped roof instead of gable.

- 5 **P20/S0445/LB – Vine Cottage Station Road Goring RG8 9HB** – Minor internal alterations (Listed Building Consent).

Resolved: That GPC has **No Objections but with comments:** Subject to approval of the Conservation Officer.

- 6 **P20/S0462/FUL – 11 High Street Goring RG8 9AT** – Full planning permission sought for the Change of Use of part A2 user class (Financial and professional services) to Suis Generis user class (Taxi call centre).

DB declared an interest and withdrew from the meeting during discussion of this application. MBr assumed the Chair.

Resolved: That GPC has **No Objections but with comments:** Subject to complying with advertising regulations and on condition that vehicles are not parked in High Street.

20/23 To note the following SODC Decisions:

- 1 **P19/S3011/FUK – 3 Elmcroft Goring RG8 9EU** – Erection of 2 dwellings. Variation of condition 2 (drawings). (GPC No objections) **Granted with conditions**.

Signed:

Dated: 24/03/2020

- 2 **P19/S3343/HH – St Katherines House Lyndhurst Road Goring RG8 9BL** – Single storey side extension with rooflights and erection of new railings to the front of the site. (GPC No objections but with comments) **Granted with conditions.**
- 3 **P19/S3382/FUL – Bromsgrove Croft Road Goring RG8 9ES** – Demolition of existing attached triple garage and replacement with a detached triple garage, proposed railings to the front of the existing dwelling. Erection of a new 5-bed dwelling, with linked garage on land to the rear. Variation of condition 2 (drawings). (GPC No objections) **Granted with conditions.**
- 4 **P19/S4517/FUL – Fairfield River Lane Goring RG8 9EE** – The replacement of the existing bungalow at Fairfield River Lane Goring with a new 1.5 storey house. Variation of condition 2 (approved plans) & 3 (materials). (GPC No objections) **Granted with conditions.**
- 5 **P19/S4628/HH – 8 Whitehills Green Goring RG8 0EB** – Demolition of rear conservatory, to be replaced with single storey rear garden room extension and internal alterations. (GPC No objections) **Granted.**

All were noted.

20/24 To note the Discharge of Conditions and Certificates of Lawful Development for the following applications:

1 P20/S0299/DIS The Pavilion Thames Road Goring

Discharge of Condition 3 (Sample Materials) of application P19/S1699/FUL. Variation of conditions 2 (approved plans), 4 (landscaping), 5 (arboricultural), 6 (FRA), 7 (buffer zone), 8 (landscape management), 9 (surface water drainage), 10 (foul water drainage) and 11 (bat survey) of planning permission P18/S1983/FUL to amend the approved plans and vary the wording of conditions 4,5,6,7,9,10 and 11.

2 P20/S0429/LDP Primrose Cottage Fairfield Road Goring RG8 0EU

Certificate of Lawful Development for Ground floor rear extension.

3 P20/S0441/DIS St Katherines House Lyndhurst Road Goring RG8 9BL

Discharge of condition 4 (landscaping of the site) on planning application P19/S3343/HH. Single-storey side extension with rooflights and erection of new railings to the front of the site.

All were noted.

20/25 To note and review planning applications and decisions reported by West Berkshire Council
None of interest this month.

20/26 Affordable Housing:

To review action from previous meeting: District Councillor Maggie Filipova-Rivers to invite an officer from SODC to meet with GPC to explain the policy.

This is being re-arranged by Maggie Filipova-Rivers. The Committee will be advised when a date has been confirmed.

20/27 To review CIL status / payments

SODC has requested that we re-confirm that we wish to receive this money. To be included in agenda of next Full Council Meeting.

20/28 To note reports of action by SODC in respect of enforcement notices and consider reporting issues not already being progressed:

Signed:

Dated: 24/03/2020

- 1 **SE19/424 (7.8.19):** Without consent the display of estate agents board not conforming to class 3(A) of the Advertising Regs.. Status as at 20.02.20: Site visited 21.8.19 & 20.01.20 'Voluntary compliance' - **case closed.** Noted.
- 2 **SE19/463 (28.8.19):** Without planning permission the material change of use of a residential property to a mixed use comprising 1) residential; and 2) parcel delivery hub. Status as at 20.02.20; Site visited 9.12.19. 'Investigation'. (no change from last month). Noted.
- 3 **SE19/552 (15.10.19):** Breach of condition 13 of planning permission P19/S0538/FUL (tree protection measure). Status as at 20.02.20: 'Investigation' (no change from last month). Noted.
- 4 **SE19/643 (2.12.19):** Breach of condition 4 of planning permission P18/S2325/HH (tree protection). Status as at 20.02.20: Site visited 07.02.20. 'No breach' – **case closed.** Noted.
- 5 **SE19/654 (6.12.19):** Without planning permission, erection of fence over 1 metre adjacent to road. Status as at 20.02.20: 'Investigation' (no change from last month). Noted.
- 6 **SE19/661 (12.12.19):** Without advertising consent the display of an advertisement (not relating to the premises on which displayed). Status as at 20.02.20: 'Investigation' (new this month). Noted.
- 7 **SE20/6 (6.1.20):** Without planning permission the erection of a building on the island just south of Goring bridge. Status as at 20.02.20: 'Investigation' (no change from last month). Noted.
- 8 **SE20/46 (6.2.20):** Without planning permission the undertaking of engineering operations. Status as at 20.02.20: 'Investigation' (new this month). Noted.
- 9 **SE20/51 (10.2.20):** Without planning permission the erection of an outbuilding. Status as at 20.02.20: 'Investigation' (new this month). Noted.

20/29 **Assets of Community Value**

It was noted that applications to register The Leatherne Bottel, The Catherine Wheel, The John Barleycorn and The Miller of Mansfield are still in progress. DB/BU are working on this.

20/30 **To consider correspondence received**

E-mail *"In view of the statement by the Met Office that the current weather patterns are likely to get worse and since part of the plan builds on the designated flood plain, what action is the PC taking to ensure SODC Planning monitors and supervises the implementation of approved development plans?"* This was discussed under item 20/19 above.

20/31 **Matters for future discussion**

None other than what was agreed under item 20/19 above.

20/32 **Next meeting confirmed as Tuesday 24 March 2020**

The Chairman declared the meeting closed at 20.45 hrs.

Abbreviations (where used):

GPC	Goring on Thames Parish Council	CIL	Community Infrastructure Levy
OCC	Oxfordshire County Council	NP	Neighbourhood Plan
		SODC	South Oxfordshire District Council

GORING-ON-THAMES PARISH COUNCIL

Appendix H

Authority to Hold Virtual Public Meetings

The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 [LACP 2020] came into effect on the 4th April 2020

LACP 2020, allows for the use of Virtual Public Meetings until 6th May 2021, to enable local councils to continue to work and support their communities, and legally allow the council as a body to make decisions.

Please note, LACP 2020 also removed the requirement to hold an Annual Council Meeting during the month of May 2020. All appointments normally approved in the ACM now rollover to the next ACM in May 2021, with the current appointments and committees continuing by extension.

MINUTES OF A MEETING OF THE PLANNING COMMITTEE GORING ON THAMES PARISH COUNCIL Tuesday 26 May 2020 at 7.30pm, Virtual Meeting

Members Present:

Chairman	Matthew Brown (MBr)
Members	Lawrie Reavill (LR)
	Catherine Hall (CH)
	Bryan Urbick (BU)
	David Brooker (DB)
	Mary Bulmer (MBu)
	John Wills (JW)

Officers Present:

Clerk	Laura White (LW)
Assistant Clerk	Mike Ward (MW)

3 members of the public were present at the meeting

20/33 Appointment of Chairman

It was noted that the previous Chairman Cllr David Brooker (DB) had resigned. He was thanked for his service as Chairman, and he confirmed that he will continue as a Planning Committee member.

Resolved: That Councillor Matthew Brown (MBr) be appointed as Chairman

20/34 To receive apologies for absence

Debbie Gee (DG) and Sonia Lofthouse (SL)

20/35 To receive declarations of interests

CH declared an interest in planning application P20/S1383/HH – Hillside Fairfield Road RG8 0EU

20/36 Public forum

Two members of the public spoke in favour of planning application P20/S1383/HH – Hillside Fairfield Road Goring RG8 0EU

Signed:

GORING-ON-THAMES PARISH COUNCIL

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20/37 To approve minutes of the meeting held on 25 February 2020.

Resolved: The minutes were approved with one abstention.

20/38 To approve e-mail consultations dated 24th March 2020, 31st March 2020 and 21st April 2020.

Resolved: The reports of e-mail consultations dated 24th March 2020, 31st March 2020 and 21st April 2020 were all approved unanimously.

20/39 Matters arising from those minutes not elsewhere on the agenda.

None identified.

20/40 To review the following Applications:

1. **P20/S1226/HH – Thameside House Cleeve Road Goring RG8 9BJ – Construction of new front covered porch area with storage below at Lower Ground Level.**
Resolved: That GPC has **no objections**
2. **P20/S1296/HH – Broughton Fairfield Road Goring RG8 0EX – Single storey rear flat roof extension with lantern, with front and rear first floor dormer extensions.**
Resolved: That GPC has **no objections**
3. **P20/S1383/HH – Hillside Fairfield Road Goring RG8 0EU – First floor extension with roof changed, new porch and internal alterations.**
CH declared an interest and withdrew from the discussion of this item.
Resolved: That GPC has **no objections**
4. **P20/S1427/HH – 6 Middle Springs Goring RG8 0DX – Erection of stairs to garage loft space and insertion of rooflight.**
Resolved: That GPC has **no objections on the condition that:** The loft space must not be for residential use.
5. **P20/S1471/HH – Waterfield Cottage Manor Road Goring RG8 9EN – Raising of ridge and eaves height, replacement of rear bay window with rear glazed porch and replacement window to elevation 1.**
Resolved: That GPC has **no objections on the condition that:** To retain the verdant rural character of this part of Manor Road, a planning condition removing rights to install external lighting on this new extension is added.
6. **P20/S1569/HH – 49 Springhill Road Goring RG8 0BY – Demolition of existing single storey rear extension, erection of new single storey rear extension and front porch + alterations.**
Resolved: That GPC has **no objections**

Signed:

GORING-ON-THAMES PARISH COUNCIL

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7. **P20/S1595/HH – 5 Valley Close Goring RG8 0AN** - Garage conversion, new replacement flat & pitched roof over garage & hallway, First floor side extension over existing structures, new flue on front elevation and alterations to existing fenestration.

Resolved: That GPC has **no objections**

8. **P20/S1609/HH - 8 Milldown Avenue Goring RG8 0AG** - Proposed alterations, refurbishment and extension.

Resolved: That GPC has **no objections**

20/41 To note the following South Oxfordshire District Council decisions:

1. **P19/S3274/FUL – The Pavilion Thames Road Goring RG8 9AH** – Construction of inlet from River Thames into the garden of the property to allow mooring within the site boundary; enlargement of permitted riverside garden room and raising on stilts (as amplified and amended by drwgnos 1020_P2 and 082-002 P6, letters from agent and RMA Environmental dated 18/12/19, a FRA Amendment Addendum ref: RMA/LC1756G_3 received on 06/02/20, a Full Arboricultural Method Statement received on 06/04/20 and a Tree Protection drwgn HTS-TPP-01E received on 20/04/20) (GPC No Objections but with comments) **Granted**
2. **P19/S4404/FUL – The Boathouse High Street Road Goring RG8 9AB** – Variation of conditions 2 (Plans), 4 (Utilities) and 12 (FRA) of application P19/S0336/FUL (Demolition of existing fire damaged dwelling and boathouse. Application for replacement dwelling out of the floodplain) - for the addition of a swimming pool (as amplified by Flood Risk Assessment received 22 January 2020). (GPC No Objections but with comments) **Granted**
3. **P19/S4677/HH – Lane End House Manor Road Goring RG8 9BJ** – Proposed single storey side extension, internal and external alterations including converting the garage into a studio space, provision of a first floor balcony and filling in the walkway between house and garage. Proposed detached garage/car port and separate shed. (As amended by drawings receiving 4th March 2020 and revised tree information received 11th March 2020) (As confirmed by additional flood risk information received 30th March 2020) (GPC No Objections) **Granted**
4. **P20/S0076/FUL – Goring C of E Primary School Wallingford Road Goring RG8 0BG** – Renewal of planning consent for existing single classroom temporary building. (GPC No Objections) **Granted**
5. **P20/S0372/FUL – Dorvic Fairfield Road Goring RG8 0EX** – Demolition of existing dwelling. Erection of replacement dwelling house (amplified and amended by plans and drainage information received 20th March 2020). (GPC No Objections with comments) **Granted**
- 6.. **P20/S0411/HH – Broughton Fairfield Road Goring RG8 0EX** – Single storey rear flat roof extension with lantern. (GPC No Objections) **Granted**
7. **P20/S0438/HH – 8 Holmlea Road Goring RG8 9EX** - Two storey side and single storey front and rear extensions (as amended by drwgn no. 02 Rev E to reduce width received on 12 March 2020 and amplified by agent email dated 16 March 2020). (GPC No Objections with comments) **Granted**

Signed:

GORING-ON-THAMES PARISH COUNCIL

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8. **P20/S0462/FUL – 11 High Street Goring RG8 9AT** - Full planning permission sought for the Change of Use of part A2 user class (Financial and professional services) to Suis Generis user class (Taxi call centre) (GPC No Objections with comments) **Granted**
9. **P20/S0665/HH – West Croft Cleeve Road Goring RG8 9BG** - Variation of conditions 2- Approved Plans, 3 - Levels and 4 - Schedule of Materials on application P19/S2102/FUL to relocate the 'step down' in the roof of the rear projecting wing and to finish the single-storey roofs in zinc as opposed to sedum (amplified by materials schedule received 7 April 2020 and email received 9 April 2020). Demolition of existing dwellinghouse, construction of replacement family home with ancillary outbuildings, parking and amenity space, landscaping, and associated works. (GPC Not responded to due to coronavirus) **Granted**
10. **P20/S0812/FUL – Land to the rear of Cleeve Cottages Icknield Road Goring RG8 0DG** - Variation of condition 9 (alteration of the alignment of the carriageway and footway of Icknield way) to exclude all reference to the realignment of the carriageway and footway as well as reference to drawing no. FSIRG/16/02 on application ref. P19/S0538/FUL The erection of up to ten dwellings with associated parking and amenity space. (GPC No Objections) **Granted**
11. **P20/S1116/HH – Shanklin 7 Milldown Road Goring RG8 0BA** - Addition of a rear dormer to allow for an extra bedroom in the roof. (GPC No Objections) **Granted**

All were duly noted.

20/42 To note Discharge of Conditions and Certificates of Lawful Development for the following applications:

- 10.1 **P20/S1203/LDE 6 Middle Springs Goring RG8 0DX**
Certificate of existing lawful use for the installation of the rooflight on the north elevation of the detached garage and use of the loft space for storage.
- 10.2 **P20/S1557/LDP 1 Millers Close Goring RG8 9BS**
Conservatory of 5m x 3m to rear of property

Both were noted.

20/43 To note and review planning applications and decisions reported by West Berkshire Council

None to note

20/44 Affordable Housing

To review action from previous meeting: District Councillor Maggie Filipova-Rivers to invite an officer from SODC to meet with GPC to explain the policy. Action carried forward.

20/45 To review Community Infrastructure Levy (CIL) status / payments

Signed:

GORING-ON-THAMES PARISH COUNCIL

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The Clerk confirmed that the sum of £6,872.10 being instalment payments for applications P18/S1108/FUL (£3810.63 – 15%), P19/S0336/FUL (598.42 – 15%) and P19/S1853/FUL (£2463.05 – 25%) had been received in April.

20/46 To note reports of action by SODC in respect of enforcement notices and consider reporting issues not already being progressed by SODC

1. **SE19/424 (7.8.19):** Without consent the display of estate agents board not conforming to class 3(A) of the Advertising Regs.. Status as at 19.05.20: 'Case Closed – Voluntary Compliance'.
2. **SE19/463 (28.8.19):** Without planning permission the material change of use of a residential property to a mixed use comprising 1) residential; and 2) parcel delivery hub. Status as at 19.05.20: Site visited 9.12.19. 'Investigation' (no change from previous report).
3. **SE19/552 (15.10.19):** Breach of condition 13 of planning permission P19/S0538/FUL (tree protection measure). Status as at 19.05.20: 'Investigation' (no change from previous report).
4. **SE19/643 (2.12.19):** Removal of tree subject of a Tree Preservation Order. Status as at 19.05.20: 'Case Closed – no breach'.
5. **SE19/654 (6.12.19):** Without planning permission, erection of fence over 1 metre adjacent to road. Status as at 19.05.20: 'Investigation' (no change from previous report).
6. **SE19/661 (12.12.19):** Without advertising consent the display of an advertisement (not relating to the premises on which displayed). Status as at 19.05.20: 'Investigation' (no change from previous report).
7. **SE20/6 (6.1.20):** Without planning permission the erection of a building (see the attached plan showing the enforcement site on the island just south of Goring Bridge). Status as at 19.05.20: Letter sent 5/5/20 'Negotiations ongoing'.
8. **SE20/46 (6.2.20):** Without planning permission the undertaking of engineering operations. Status as at 19.05.20 Site visited 2.3.20, letter sent 12.5.20 'Negotiations ongoing' (new this report).
9. **SE20/51 (10.2.20):** Without planning permission the erection of an outbuilding. Status as at 19.05.20: Site visited 19.3.20 'Investigation' (new this report).
10. **SE20/85 (25.2.20):** The erection of a 2m high fence adjacent to a highway without planning permission Status as at 19.05.20: 'Case closed - Immune'.
11. **SE20/120 (31.3.20):** Without consent works to a listed building. Status as at 19.05.20: 'Investigation' (new this report).
12. **SE20/156 (11.5.20):** Without consent the display of flag adverts in an AONB. Status as at 19.05.20: 'Investigation' (new this report).

All were duly noted.

20/47 Assets of Community Value

Signed:

GORING-ON-THAMES PARISH COUNCIL

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To note progress on registering The Leatherne Bottel, The Catherine Wheel, The John Barleycorn and The Miller of Mansfield as Assets of Community Value (DBr). Action carried forward.

20/48 To consider correspondence received
None.

20/49 Matters for future discussion
Appointment of Vice Chairman to be included in the agenda for the next meeting.

20/50 To confirm the date of the next meeting – Tuesday 23rd June 2020
The Chairman declared the meeting closed at 20.01 hrs.

Abbreviations (where used):

GPC Goring on Thames Parish Council
OCC Oxfordshire County Council

CIL Community Infrastructure Levy
NP Neighbourhood Plan
SODC South Oxfordshire District Council

Signed:

Title	Email from Goring on Thames in Bloom - Chair
Meeting	Goring Parish Council – 13 th July 2020
E-mail Date	18 th May 2020

I am writing to advise the council of the changes we have made up to this date to our plans for this year.

As the Council will have anticipated, our activities have been considerably curtailed by the lock-down restrictions. We realised in March that, under the 2-metre rule it would be unreasonable to take the bowser out onto our pavements, especially on the river bridge, and force others to walk into the road to maintain a safe distance. Therefore, we cancelled our order at Savages and the subsequent planting of the baskets in May. Our big annual fundraiser- the plant sale – was also cancelled. As a result, Savages will not be sending GPC the usual invoice for the plants and compost.

Our new treasurer has now settled into her role and is looking forward to an introductory meeting with the clerk. We would be grateful if this could be arranged once the pandemic restrictions are relaxed.

We are trying to maintain and water our Bloom planters around the village. They will be filled with a minimum of summer planting. It has been challenging, as many of our volunteers are in the 'at risk' age group. Some of our relatively younger Bloomers are still working when the village is quiet and we have used some of our funds to pay for a small amount of casual labour during the very dry recent weeks of the lock-down.

On a positive note, some new volunteers have offered their services while they are unable to work. They will be helping us with minimal maintenance on the beds on the Gardiner Field, BT, around the toilets and the Station.

All Britain in Bloom competitions have been cancelled for 2020. However, we anticipate that we will probably enter the Thames and Chilterns in Bloom competition again next year and return to providing the hanging baskets and to supplementing our containers with sustainable planting. This year, following our National Award last year, we were pleased to be invited to enter the 'Communities in Bloom International Challenge' for world-wide winners of their National competition. This competition was also a victim of the pandemic. It remains to be seen if we get invited to enter next year but will keep the council updated on this.

We have already advised GPC about our meeting with OCC about changing the signs at the entrance to the village to reflect Goring on Thames in Bloom's regional gold awards and the Best Small Town in UK award. We will be working on a design for these which will be in line with the OCC guidelines.

Finally, we were disappointed that the council's undertaking to do an Autumn audit did not take place. We hope that this useful strategy can be reinstated this Autumn, as a twice-yearly exercise, to ensure that the gold standard that we achieved last summer remains within our reach.

On a more positive note we are pleased to report that we continue to receive many enthusiastic words of encouragement from the people of Goring about our work so we look forward to working with the council to continue to maintain the village's Gold standard reputation.

Title	Email from Goring Gap Business Network
Meeting	Goring Parish Council – 13 th July 2020
E-mail Date	29 th May 2020

From: [REDACTED]

Sent: 29 May 2020 14:29

To: clerk <clerk@goringparishcouncil.gov.uk>

Cc: ' [REDACTED]

Subject: Goring Gap Business Network

Dear Laura

Further to our telephone discussion, about a month ago, concerning the dissolution of the Goring Gap Business Network (GGBN), I attach a letter to the GPC seeking their approval, in principle, to transferring our remaining funds to the Goring-on-Thames Parish Council bank account.

You had indicated that you would then present this to the next meeting of the GPC.

If it is approved, then we will instigate the necessary action with our bank.

I also attach the minutes of our recent GGBN committee meeting as background information.

If there is any further information or modification needed then please let us know.

Many thanks

[Representative of GGBN]

Goring Gap Business Network

Request for the transfer of GGBN funds to the Goring Parish Council

Date: 29th May 2020

Dear Parish Councillors,

You may be aware that the Goring Gap Business Network (GGBN) was declared dormant at the December 2018 AGM, due to the fact that no members were prepared to stand as officials.

After some 18 months there appears to be no reasonable likelihood that the GGBN will be reactivated and the current caretaker officials, (Caretaker Chairman) and (Caretaker Treasurer) have agreed to dissolve the GGBN.

We would like to transfer our remaining assets of £1530.74 to the GPC for use to the benefit of the local businesses and the general community and seek agreement in principle in anticipation of instigating this action with the GGBN bank.

The proposed stipulations are:

1. The transferred assets be kept for one year and made available to any new similar organisation involving the benefit of both the local businesses and the general community.
2. After this period, the assets would be used to the benefit of the local businesses and the general community at the discretion of the GPC. The village Christmas trees and lights would be regarded as a suitable project.

Yours sincerely

(Caretaker Chairman)

(Caretaker Treasurer)

Goring Gap Business Network
Minutes of the Meeting
held on Tuesday 30th April 2020
via Telephone

Committee Attendees

as caretaker officials.

Bank Situation

- ☐ outlined the current bank situation:
- The GGBN account with HSBC had been closed by the bank for “security reasons” on 14th Nov 2019
 - A cheque made out to Goring Gap Business Network for £2530.74 was posted to the treasurer at that time
 - That cheque becomes void on 14th May 2020
 - Due to COVID-19 none of the local banks were opening new business accounts
 - A phone discussion with HSBC confirmed that HSBC would still retain the money and would issue new cheques to nominated third parties, but this would require a visit by one of the signatories with appropriate documentation:
 - Identity (passport)
 - Account details (previous statement)
 - Signed minutes agreeing the issue of a new cheque

Dormancy Situation

- ☐ outlined the current dormancy situation:
- The GGBN was declared dormant at the Annual General Meeting (AGM) held 5th Dec 2018 with elected as caretaker officials
 - This was ratified at the AGM held on 26th Nov 2019 with who were then the only signatories for the HSBC account
 - The GGBN could become active again by calling an Extraordinary General Meeting (EGM) and electing new officials

Dissolution Situation

Now that the GGBN has been dormant for nearly two years it was agreed that the GGBN should be dissolved.

It was agreed that a once off payment of £1000 be made to the Q1 Foundation for the continued maintenance of the www.visitgoringandstreatley.co.uk website and the Visit Goring and Streatley Brochure. The website and brochure had been sponsored to date by the GGBN and the amount of £1000 had been “ring fenced” for that purpose

☐ had previously, at the time of going dormant, discussed with the then Parish Clerk, the possibility of transferring any remaining assets of GGBN to the bank

account of the Goring-on-Thames Parish Council for use to the benefit of the local businesses and the general community.

☐ had confirmed the situation with the current Parish Clerk, Laura White, who agreed to put such a proposal to the next Parish Council meeting.

☐ agreed to draft a suitable letter to the Parish Council for approval in principle.

The proposed stipulations will be:

1. The transferred assets be kept for one year and made available to any new similar organisation involving both the benefit of the local businesses and the general community
2. After this period, the assets would be used to the benefit of the local businesses and the general community at the discretion of the GPC. The village Christmas trees and lights would be regarded as a suitable project

It was agreed that once this was in place, then the GGBN would be dissolved and the appropriate transfer of the funds to the Q1 Foundation and the GPC would be instigated when COVID-19 restrictions were relaxed to allow a visit to the bank.

Title	Public Spaces Report
Authors	Cllr Urbick (BU)
Meeting	Goring Parish Council – 13 th July 2020
Report Date	08 th July 2020

There have been a number of requests to review and improve the play areas/playground equipment, with a proposal that has been developed that was previously approved to go to public consultation. Because of the length of time it took to get a response from a local sports club, and then further delays because of other pressing priorities, the consultation on the specific proposal for Gardiner Recreation Ground play and gym equipment has not been started. There have been members of the public at Parish Council meetings raise concern about ‘sorting out the play equipment’, at the same time some strong opposition by a few individuals to the plan put forward. It has been publicly agreed that the consultation would allow people to comment on the location, and to suggest that the proposed equipment be used at a different location.

Though the idea of approving of the equipment but changing the location sounds good in theory, it is not easily deliverable in reality. The landscape architect designed the Gardener Rec proposal for that space. It is not likely that it would be easily transferrable to another of our spaces.

This raised another issue. Goring-on-Thames Parish Council owns and maintains a number of public spaces. The major areas are Gardiner Recreation Ground and Pavilion, Bourdillon Field, Sheepcot Field, Ferry Lane open space and Rectory Garden. We have had part-proposals to review the Rectory Garden to encourage use, and also a desire to refurbish the Sheepcot Pavilion, The existing equipment at Gardiner is aging and needs a proper refurbishment in the coming few years, and similarly, so is the equipment at the Bourdillon Field.

I propose that instead of dealing with each of the matters in a piecemeal way, that we develop a strategy for all of the public spaces. We can then consult on the overall strategy, and as a Council we can prioritise the works and begin the fund-raising accordingly. This concept is in keeping with the needs highlighted in the Neighbourhood Plan, and would be able to be supported by CIL funding, if needed.

I have contacted the local landscape architect used for the prior Gardiner proposal, and he has provided a budget of between £8-10,000 to review and develop an overall plan for all the sites that would be ready for consultation. The firm is highly experienced with work in the AONB, children’s play equipment, garden designs and more. His local knowledge is also an important consideration. He and his colleagues also have experience in helping their clients create long-term strategies. (Note, in the proposed revised budget there is a provision of £10,000 for this work.)

I would be grateful to have two Councillors join me in creating a short term working group to get the draft strategy put together, and to then obtain Council approval prior to going to public consultation for the overall strategy. The aim would be to do the work over the next 3 -4 months, with the consultation to be ready to be approved in November, all going well.

Title	NP Strategic Project for Goring CE Primary School
Authors	Cllr Urbick (BU)
Meeting	Goring Parish Council – 13 th July 2020
Report Date	08 th July 2020

A meeting was held with the new GPS Governor tasked to work with the Parish Council on the strategic project. As is widely known, the school had previously asked for some time to work through the various issues and to agree a plan moving forward. The Governors will be deciding this week on the direction they wish to pursue, and it is hoped that the decision will be agreed and can be informed at the Parish Council meeting.

Title	Goring High Street Report
Authors	Cllr Brooker (DB)
Meeting	Goring Parish Council – 13 th July 2020
Report Date	02 nd July 2020

NOTE: THE FOLLOWING NOTES ARE TO RECORD WHERE WE ARE ON ACTIONS, IT IS ACKNOWLEDGED THAT MATTERS ASSOCIATED WITH COVID WILL TAKE PRIORITY.

1. Proposed High St roadworks

The construction cost for the works is £59,073 + vat plus a consultation cost of £1.8k, which has been confirmed by OCC Highways. I have therefore endeavoured in association with OCC Highways to pin down costs so we do not get any surprises. Glanville, our highways consultants, fees have been paid.

As the Sheepcote Pavilion improvement works are still to be finalised, I would propose that any construction works are delayed until our next financial year. This should provide the time to resolve with clubs the extent of works, production of drawings and applying for planning permission if required and obtaining tenders for any works

I believe we have everything in place to instruct the works to proceed, further I believe we can assemble the funds using a combination of the following:

High St money already set aside - £20k: CIL fund - £10k: OCC H will provide funds - £9k

Sheepcote pavilion works - £15k – subject to Council approval to delay works

We therefore need to find £5k I am hopeful that our District Councillor can assist or I have spoken to Bryan who believes we can cover this cost.

I would propose that Council approves requesting OCC Highways to progress the consultation process and construction works once the Clerk confirms the finances are in place.

2. Installation of soft landscaping in the verge adjacent to the Rectory Gardens

This work has been approved and to be progressed.

3. Community Centre car park

Lockable bollards – This work has been approved and to be progressed.

4. Strategic Project related to Traffic congestion and Parking

4.1 No matters to report

4.2 SODC – Civil Enforcement Powers

It would be appreciated if our District Councillor could provide an update on this matter, I acknowledge that covid has taken priority but I am assuming some aspects of adopting this power is taking place?

5 General

- 5.1 Enforcement had been advised by Purdy Gates that they would remove their sign, hopefully the Purdy sign will have been removed by the time of this Council meeting.
- 5.2 Street planter outside the Goring Grocer, it would appear that Simple Human have withdrawn their offer due to implication of Covid on their business. In the meantime, cost have gone up so we need an additional approx £150 due to product cost increase, delivery and installation, which I would seek approval to from Council.
- 5.3 To progress the matter of yellow lines at the Lockstile Way/Wallingford Road junction we have to produce a plan, attached to my previous report, indicating where they would be required then we should consult with the local residents before approaching OCCH's. This matter is with the Clerk to progress, once completed, we can approach OCCH.
- 5.4 Accommodating Covid social distancing to support High St. business's

You will be aware that the Government charged Local Highway Authorities to consider how to resolve pedestrian/vehicle interaction to accommodate social distancing with particular reference to opening up High Streets to support businesses. Social distancing advice appears to be 1m+ to 2m dependant on the location and active presence of the virus.

OCC Highways have advised that they were investigating temporary measures to address social distancing and the problems of pedestrian safety e.g. people stepping into the road to avoid other pedestrians. OCCH further advised that some councils were considering one-way footpaths, which was considered difficult to enforce, one-way vehicle movement and other ideas. We were asked to submit ideas of measures we think may help improve pedestrian/vehicle interaction.

The problem for our High St is the footpath widths, particularly in front of Warminghams. Mary S etc. and constant vehicle movement. We were advised by SODC that they had funding to support Town/Parish Councils to carry out initiatives that would help stimulate local businesses, which we have applied for.

Included in the SODC funding application is the cost, approx. £2.7k, for a Highways Consultant (Glanville's) to carry out a feasibility study for the temporary introduction of a one way in the High St, as this would reduce the road width to a single vehicle it would allow footpath widths to be increased, I assume by temporary road markings/bollards. I have spoken to local businesses who support the idea and were encouraged that GPC were seeking to improve pedestrian social distancing safety.

Should we receive SODC funding I would propose that we instruct the Highways Consultant to carry out the feasibility study. Should we not receive the funding I would propose that we use Council funds to instruct the feasibility study.

Should the feasibility study be carried out and found that a temporary one way is feasible I would propose that it is put forward to OCC H for consideration.

Should the feasibility study find that a temporary one way is not practical then we would need to consider further ideas e.g. signage, on how to address social distancing associated with pedestrian/vehicle interaction.

Title	Recreation Ground Report
Authors	Cllr Reavil (LR) & Clerk (LW)
Meeting	Goring Parish Council – 13 th July 2020
Report Date	01 st July 2020

Sheepcot Recreation Ground

The Tennis Club have resumed their games at Sheepcot. It has been agreed that they can hire a Portaloo (at their expense) while the main pavilion facility is not available. The Planning Committee agreed in principle the addition of a toilet to the Tennis Pavilion, but there were reservations about the design proposed. Discussions on this are ongoing. Arrangements are being made to lock the gates when vehicular access is not needed – two residents have offered to lock / unlock the gates daily.

Proposal: to purchase a lock for which multiple keys can be cut and accept the kind offer to lock and unlock the gates, to liaise with the Sheepcot Residents Association

Bourdillon Field

Building work on a property adjacent to the field is complete, and the fencing restored. The fence around the play equipment has been found to be partially dismantled (fasteners removed) in 2 locations. Quotes requested for remedial works. RoSPA inspection due for July 2020.

Rectory Garden

A request from the proprietors of the Miller of Mansfield for use of the Rectory Garden as a space for eating and drinking during the partial lock-down has been discussed by the Council, and it is felt that this use would not be appropriate. Multiple requests have been received for “Street Vendors” to vend from the Rectory Garden. All have been refused, with recommendation to ask the Village Hall if their frontage could be used, or the Arcade, both being privately managed. Recommendation to make contact with SODC to ask about Street vending licences and designated roads.

Gardiner Recreation Ground

The speed with which the Council dealt with the occupation of the Gardiner by travellers has been much appreciated by the community, though the failure of the police to take action about damage and disorder has caused great concern. The work of the Clerk, the Chairman and Council members has been commended. Grundon have been very helpful, and have supplied some large stones to block access to the field, and have offered to sponsor and supply a lockable gate. The access of gang-mowers is not currently possible, so alternative methods of mowing the grass are being investigated. The action to evict the

unauthorised encampment and to sanitise the Recreation Ground after their departure has been quite costly, about £6,000.

Detailed discussions have been had with the Cricketers – the way forward suggested to mow the cricket ground with a sit on mower, rather than the tractor currently favoured for its superior cut. Access and risk assessments for volunteers to clean before and after matches to allow toilet use only in the pavilion are ongoing. At time of writing England and Wales Cricket Board (ECB) still have not issued official guidance on how cricket can recommence under COVID-19 conditions. All recommendations will be followed when completing any risk assessments and appropriate training.

Reopening Play Equipment

The Assistant Clerk for Properties has completed Risk Assessments for the 2 play equipment areas at Bourdillon and Gardiner Recreation Grounds. The current assessments indicate both areas should remain closed. It is known, and has been observed, unaccompanied children are still accessing and using the equipment, particularly at Bourdillon, including the Basket Ball Hoop – with multiple children climbing on the main structure of the hoop stand.

If the play areas remain closed long term – an option is to install Heras fencing to prevent further ingress of unaccompanied minors.

In mitigating the risks to allow reopening, a number of chemical treatments are being reviewed, all known to be used by various organisations locally, with varying retention certificates to be effective against viruses. An option would be to use one of the chemicals to treat the parks at the recommended intervals. Goring C of E Primary School and South Stoke Amenities Charity have also been requesting updates on products and risk assessments we are completing to follow our approach in a joint community effort. If the decision is made to treat the equipment and re-open, consideration needs to be given to requesting community volunteers to do the spraying, which would require appropriate volunteer risk assessments, PPE and training to be given to the volunteers.

Security

The travellers' incident has drawn attention of a need to review the security of our open spaces and our buildings. For the latter, I [LR] think the use of a cascade key system should be considered. Ongoing "Parish Security" to be discussed as a standing item on the agenda.

Title	E-mail: Request for fee reduction for burial of my sisters ashes at White Hill cemetery
Authors	Member of Public
Meeting	Goring Parish Council – 13 th July 2020
E-mail Date	06 th July 2020

Dear Laura,

I have been given your name by Bryan Ubrick as the person to contact concerning the burial of ashes at White Hill cemetery and the fees paid by residents and non residents of Goring. My sister passed away at the end of May and her instructions to me from the undertaker was to spread her ashes around the burial plots of our parents () who are next to each other at the cemetery. Since speaking to the undertaker and Bryan I understand the sprinkling of my sister's ashes in the cemetery is not permitted. Therefore if possible I would like to move my mother's grave stone, dig a small hole and place my sister's ashes with my mother.

At the time of my sister's death she was not living in Goring, however we as a family have lived in and visited Goring for virtually the whole of our lives, having moved to Goring as a family in 1964. My parents never moved out of Goring and their love for the village was strong. My parents lived in 3 homes in the village and my mother had a business in the arcade for over 25 years. Although my sister and I both left Goring in the mid 1970s to follow our chosen careers, we regularly returned to the village to visit our parents and always looked on Goring as our 'home'. Our parents passed away in 2006/07, and we kept our parents home on [Road in Goring] until 2008. That same year we purchased a small cottage in the centre of Goring, because neither my sister nor myself wanted to lose our connection with the village, my sister had many friends locally and I was a member of the Goring Social Club on the high street. In 2014 we regrettably decided to sell the cottage, due to both my sister and myself experiencing ill health, and in 2015 my sister decided to return to the UK from [] where she had been living, to move closer to where I lived permanently in []. We still maintained our connection with the village with regular visits to our parents graves and visits to friends, the regatta and the continued use of the social club.

I would like to ask the Parish Council members that in view of my sister's long association with Goring she would be considered for a reduction in the burial fees and grant her ashes as being a resident of Goring. I am not asking for an individual cremation plot for my sister, I would just like to put her ashes in the same place as my mother. Once the grave stone has been replaced I would expect there to be virtually no change to the site.

I have already through your deputy made a provisional burial date of 31 July, so I do hope the Parish Council views my request favourably, and I look forward to hearing from you in due course.

Kind regards,

NOTE: [LW] has notified the requestor that were the council to resolve to a reduced fee, the minimum the fee could be would be the Goring Resident Cremated Remains Interment Fee of £132.32, to cover the cost of the correct interment procedures and statutory administration costs.

Title	Payment Reports for April, May, June
Authors	Clerk & RFO
Meeting	Goring Parish Council – 13 th July 2020
Report Date	08 th July 2020

Payments, Current Account April, May & June 2020

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
01/04/2020	SODC	DD_20_025	93.10	DD_20_025	Business Rates, Store & Premis
02/04/2020	TSB Bank plc	DD_20_017	5.00	DD_20_017	Service Charge March 2020
02/04/2020	Xerox	DD_20_024	90.58	DD_20_024	Xerox DD
02/04/2020	Get Support IT Services Ltd	BAC_20_003	1,877.61	BAC_20_003	Various
05/04/2020	CN Ratcliff	BAC_20_007	128.75	BAC_20_007	Services 20Feb - 17Mar
05/04/2020	M&C Landscapes	BAC_20_008	375.84	BAC_20_008	WHB - Digging
05/04/2020	M&C Landscapes	BAC_20_009	1,445.27	BAC_20_009	Grass Cutting
05/04/2020	BGG Garden & Tree Care	BAC_20_010	470.40	BAC_20_010	Litter Picking March 2020
05/04/2020	SODC	BAC_20_011	138.14	BAC_20_011	Dog Waste 1Jan - 1Mar 2020
05/04/2020	Complete Weed Control	BAC_20_012	192.00	BAC_20_012	Weed Control WBG
05/04/2020	Glanville Consultants Ltd	BAC_20_013	1,656.00	BAC_20_013	Traffic Calming
05/04/2020	SSE	BAC_20_014	833.65	BAC_20_014	Street Light Maintenance March
05/04/2020	SSE	BAC_20_015	317.57	BAC_20_015	Street Light Repairs
05/04/2020	LEA White	BAC_20_016	8.00	BAC_20_016	Giff Gaff SIM March 2020
05/04/2020	Samantha Jones	BAC_20_005	30.72	BAC_20_005	Expenses March
05/04/2020	BJ Urbick	BAC_20_004	109.51	BAC_20_004	Various
06/04/2020	Castle Water	DD_20_021	10.50	DD_20_021	Water - Office
06/04/2020	Castle Water	DD_20_020	43.24	DD_20_020	Water - WHB
06/04/2020	Castle Water	DD_20_023	52.51	DD_20_023	Water - Sheepcot
06/04/2020	Castle Water	DD_20_022	11.10	DD_20_022	Water - Gardiner
06/04/2020	Castle Water	DD_20_028	196.97	DD_20_028	Water - ??
09/04/2020	HMRC	BAC_20_006	196.00	BAC_20_006	March 2020 Income Tax
14/04/2020	Mainstream Digital	DD_20_018	4.92	DD_20_018	Call Charges 05-25th March
14/04/2020	OALC	R_004	-102.00		Refund Training Course
16/04/2020	Public Internet	DD_20_027	252.00	DD_20_027	Hosting
20/04/2020	SSE	DD_20_026	1,134.78	DD_20_026	Unmetered Electricity March
22/04/2020	Get Support IT Services Ltd	DD_20_019	23.99	DD_20_019	Software & Backups
24/04/2020	Grundon Waste Magt.	DD_20_001	6.70	DD_20_001	Waste WBG
24/04/2020	Grundon Waste Magt.	DD_20_002	9.61	DD_20_002	Waste - Office March
30/04/2020	Get Support IT Services Ltd	DD_20_035	40.44	DD_20_035	Storage & Software May 2020
30/04/2020	L Joyce	BAC_20_036		BAC_20_036	April Salary - COVID19 Coord
30/04/2020	Samantha Jones	BAC_20_037		BAC_20_037	April Salary
30/04/2020	JM KRZAK	BAC_20_038		BAC_20_038	April Salary
30/04/2020	Mike Ward	BAC_20_039		BAC_20_039	April Salary
30/04/2020	LEA White	BAC_20_040			April Salary
30/04/2020	BJ Urbick	BAC_20_029	8.28	BAC_20_029	NP Web Hosting
30/04/2020	readibus	BAC_20_031	350.00	BAC_20_031	Grant 1st April thru 30th Sept
30/04/2020	LEA White	BAC_20_032	37.00	BAC_20_032	Assistant Clerk Phones
30/04/2020	LEA White	BAC_20_033	12.00	BAC_20_033	Assistant Clerk SIMS
30/04/2020	SSE	BAC_20_042	833.65	BAC_20_042	Street Light Maint Apr 2020
30/04/2020	Streatley Parish Council	BAC_20_034	80.74	BAC_20_034	Q1 Phone Licences April & May
30/04/2020	SMS Environmental	BAC_20_043	660.00	BAC_20_043	Risk Assessment GRG & SRG
01/05/2020	SODC	DD	95.00	DD 20_044	Rates OJFS
03/05/2020	TSB Bank plc	DD	5.00	DD20_045	serv chg to 9-4-2020
05/05/2020	Castle Water	DD	52.51	DD 20_046	Water Sheepcot Pavilion
05/05/2020	Castle Water	DD	11.10	DD 20_047	Water Gardiner Pavilion
05/05/2020	Castle Water	DD	10.50	DD 20_048	Water OJFS

Appendix N

Date Paid	Payee Name	Reference	Amount Paid	Authorized Ref	Transaction Detail
06/05/2020	HM Revenue & Customs	BAC_20_041	509.70	BAC_20_041	April 2020 Tax Bill
06/05/2020	Public Internet	DD	16.80	DD 20_049	Domain name renew goringpc.org
06/05/2020	Xerox	DD	10.69	DD 20_050	copies 1-1-20 to 31-3-20
14/05/2020	Mainstream Digital	DD	4.14	DD 20_051	Call chgs 31-3 to 8-4-20
21/05/2020	SSE	DD	1,132.30	DD 20_052	Unmetered electricity April 20
22/05/2020	SSE	DD	149.14	DD 20_053	Electricity Gardiner
22/05/2020	SSE	DD	212.64	DD 20_054	Electricity OJFS
22/05/2020	SSE	DD	135.26	DD 20_055	Gas - OJFS
22/05/2020	SSE	DD	279.30	DD 20_056	Gas - Gardiner
26/05/2020	Grundon Waste Magt.	DD	6.48	DD 20_057	Waste - WHBG
26/05/2020	Grundon Waste Magt.	DD	9.40	DD 20_058	Waste - OJFS
29/05/2020	SSE	DD	107.10	DD 20_059	Electricity - Sheepcot
29/05/2020	SSE	DD	40.15	DD 20_060	Gas - Sheepcot Pavilion
31/05/2020	Lynn C Joyce	BACS		BACS 20_061	Pay May 2020 (Covid-19 Coord)
31/05/2020	Samantha Jones	BACS		BACS 20_062	Salary and expenses - May 2020
31/05/2020	JM KRZAK	BACS		BACS 20_063	Payroll May 2020 (furloughed)
31/05/2020	Mike Ward	BACS		BACS 20_064	Salary & Expenses May 2020
31/05/2020	LEA White	BACS		BACS 20_065	Salary May 2020
31/05/2020	HM Revenue & Customs	BACS	439.66	BACS 20_066	Tax & NI May 2020
01/06/2020	Get Support IT Services Ltd	DD	40.44	DD 20_067	Office 365 & Backup
01/06/2020	SODC	DD	95.00	DD 20_068	Rates - OJFS
02/06/2020	TSB Bank plc	DD	5.00	DD 20_069	Svc chg to 9-5-2020
05/06/2020	Castle Water	DD	52.51	DD 20_070	Water - Sheepcot
05/06/2020	Castle Water	DD	10.50	DD 20_071	Water - OJFS
05/06/2020	Castle Water	DD	11.10	DD 20_072	Water - Gardiner
07/06/2020	LEA White	BACS	38.00	BACS 20_073	Expenses - mob phones
07/06/2020	SSE	BACS	833.65	BACS 20_075	Street Lighting Maint May 2020
07/06/2020	SSE	BACS	419.28	BACS 20_076	Repl Streetlight Manor Rd
07/06/2020	SSE	BACS	1,156.69	BACS 20_077	Repl Streetlight - Reading Rd
07/06/2020	Prestige Electrics	BACS	216.10	BACS 20_078	Elec Meter Box Sheepcot
07/06/2020	CN Ratcliff	BACS	47.50	BACS 20_079	Clerk Consult to 15/5/2020
07/06/2020	Glanville Consultants Ltd	BACS	2,022.00	BACS 20_080	Inv 41678 - High St Consult
07/06/2020	Simplehuman UK Ltd	BACS	380.00	BACS 20_081	Refund of Donation for Planter
07/06/2020	Paul F Carter	BACS	80.00	BACS 20_082	Various maintenance tasks
07/06/2020	BGG Garden & Tree Care	BACS	1,058.40	BACS 20_083	Litter Picking Apr & May 2020
07/06/2020	M&C Landscapes	BACS	2,644.03	BACS 20_084	Grass cuts and grave digging
07/06/2020	Streatley Parish Council	BACS	14.88	BACS 20_085	Reimb Q1C Covid-19 Call Ctr
07/06/2020	Complete Weed Control	BACS	492.00	BACS 20_086	Weed control TV20/116
07/06/2020	Goring Hardware	BACS	4.44	BACS 20_087	Misc maintenance supplies
07/06/2020	BJ Urbick	BACS	153.37	BACS 20_074	Reimb website & GoToMeeting
09/06/2020	Goring Hardware	BACS	4.44	BACS_20_088	Misc supplies
09/06/2020	Goring Hardware	BACS	71.52	BACS_20_089	Misc supplies
15/06/2020	Mainstream Digital	DD	141.95	DD_20_092	Tel & Internet thru 16-7-2020
19/06/2020	SSE	DD	1,169.84	DD_20_093	Unmetered elec May 2020
22/06/2020	Grundon Waste Magt.	DD	9.48	DD_20_094	Waste collection OJFS
22/06/2020	Grundon Waste Magt.	DD	6.56	DD_20_095	Waste collection WHBG
27/06/2020	Harry Denison	BACS	180.00	BACS_20_097	Boiler services - all sites

Appendix N

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
27/06/2020	Able Inv & Enforce (Castle Bus	BACS	5,430.00	BACS_20_098	Eviction of Travellers
27/06/2020	David & Jaqueline Wilkins	BACS	17.75	BACS_20_099	reimb planters at WHBG
27/06/2020	SSE	BACS	167.45	BACS_20_100	Street Lighting rechargeable
27/06/2020	M&C Landscapes	BACS	1,968.64	BACS_20_101	Grass cuts May 2020
27/06/2020	M&C Landscapes	BACS	949.68	BACS_20_102	Grave digging May 2020
30/06/2020	JM KRZAK	BACS		BACS_20_103	Pay June 2020`
30/06/2020	Mike Ward	BACS		BACS_20_104	Pay June 2020
30/06/2020	Samantha Jones	BACS		BACS_20_105	Pay June 2020
30/06/2020	Lynn Joyce	BACS		BACS_20_106	Pay June 2020
30/06/2020	LEA White	BACS		BACS_20_107	Pay June 2020
30/06/2020	TSB Reserve Account	Jun EMR	17,731.30		To reconcile EMRs with Reserve
Total Payments			<u>60,677.56</u>		

Payments, Reserve Account, April, May & June 2020

None

Title	Receipt Reports for April, May & June
Authors	Clerk & RFO
Meeting	Goring Parish Council – 13 th July 2020
Report Date	08 th July 2020

Receipts, Current Account April, May & June 2020

<u>Date</u>	<u>Cash Received from</u>	<u>Receipt No</u>	<u>Receipt Description</u>	<u>Receipt Total</u>
30/06/2020	Funeral Services Ltd	R_20_107	Inv 1281 (Interment Hunt)	1,703.62
03/06/2020	HM Revenue & Custom	R_20_015	JRS Grant - May 2020	270.90
23/06/2020	HMRC	R_20_096	JRS Grant	187.56
30/04/2020	Howard Chadwick Funeral Servic	R_009	RC2 / P9	1,102.67
11/06/2020	Howard Chadwick Funeral Servic	R_20_090	Quiggin Inv 1267 & Lee Inv 1282	280.51
20/04/2020	J Boyd	R_005	Ashes - Invoice 1275	380.00
30/04/2020	Martin Day	R_008	Invoice 1276 CECR2 L16	380.00
04/05/2020	OALC		Refund W1004	6.00
08/04/2020	Oxfordshire County Council	R_002	Grant - High St Strategic Proj	10,000.00
30/04/2020	Oxfordshire County Council	R_007	Grass Cutting 2020-2021	1,743.00
19/05/2020	S J Hoare	R_013	Interment - J Pollard	380.42
13/06/2020	Sheepcot Residents Assoc	R_20_090	Donation - Security	800.00
01/04/2020	South Oxfordshire DC	R_003	Precept 1st Half, 2020-2021	75,384.00
22/04/2020	South Oxfordshire DC	R_001	CIL, April 2020	6,872.10
29/04/2020	South Oxfordshire DC	R_010	COVID-19 Small Business Grant	10,000.00
30/06/2020	SSE	R_20_107	Rebate	30.00
30/04/2020	Tomalin & Son	R_006	CE2 / E122 Inv 1278	1,047.53
14/04/2020	Wayleave	R_011	Wayleave £4	4.00
Total Receipts				<u>110,572.31</u>

Receipts, Reserve Account April, May & June 2020

<u>Date</u>	<u>Cash Received from</u>	<u>Receipt No</u>	<u>Receipt Description</u>	<u>Receipt Total</u>
10/04/2020	TSB Bank plc	Interest	April 2020 Interest	108.86
10/05/2020	TSB Bank plc	Interest	Interest May 2020	105.34
10/05/2020	TSB Bank plc	CR INT	Credit interest	105.34
10/06/2020	TSB Bank plc	CR INT	Credit interest	108.94
10/06/2020	TSB Bank plc	CR INT	Correct: Interest posted twice	-105.34
30/06/2020	TSB Current	Jun EMR	To reconcile EMRs with Reserve	17,731.30
Total Receipts				<u>18,054.44</u>

Title	Bank reconciliation, June 2020
Authors	Clerk & RFO
Meeting	Goring Parish Council – 13 th July 2020
Report Date	08 th July 2020

Current Account

Date: 08/07/2020	Goring-on-Thames Parish Council 2020/2021	Page 1
Time: 20:42	Bank Reconciliation Statement as at 30/06/2020 for Cashbook 6 - TSB Current	User: CLERK

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
TSB Current	31/05/2020	0	58,131.22
			58,131.22
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
		0.00	
			0.00
			58,131.22
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			0.00
			58,131.22
		Balance per Cash Book is :-	58,131.22
		Difference is :-	0.00

Reserve Account

Date: 08/07/2020	Goring-on-Thames Parish Council 2020/2021	Page 1
Time: 20:43	Bank Reconciliation Statement as at 30/06/2020 for Cashbook 7 - TSB Reserve Account	User: CLERK

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
TSB Reserve Account	30/04/2020	0	147,040.06
			147,040.06
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
		0.00	
			0.00
			147,040.06
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			0.00
			147,040.06
		Balance per Cash Book is :-	147,040.06
		Difference is :-	0.00

Title	Updated Budget 2020/21
Authors	Cllr Urbick
Meeting	Goring Parish Council – 13 th July 2020
Report Date	08 th July 2020

Please see attached a proposed revised budget, taking into account the actual spend in the first quarter of this fiscal year. All will know that the budget was presented and approved late last calendar year (over 7 months ago, and 4 months prior to the start of the existing Fiscal Year). It is not uncommon to make adjustments, and the unprecedented situations this year make the adjustments to the budget even greater. Goring-on-Thames Parish Council is fortunate to be in a positive situation with regard to budget and reserves, though some serious adjustments to expected expenses and realignment of reserves is recommended.

The detail of the revised budget and EMR is attached. Some key adjustments are:

- Income expectations reduced, primarily from sports team/club reduction in income and expectation of grants income and CIL receipts
- There are significant amendments to the Village Maintenance budget, with increases in Inspections and Surveys, the unbudgeted expense of Traveller Eviction and Cleanup, increase of expense to enhance security as a result of the unauthorised encampment.
- The near £10k budget for S137 grants has been reallocated. It is recommended to suspend our grants policy for at least this fiscal year. This recommendation is for two key reasons, 1) to allocate the funds to other pressing projects specifically within the remit of the GPC; and 2) at least one granting body from whom we may request grant support are indicating that a disqualifying aspect is if we give grants.
- EMR reallocations are to increase the High Street Project reserve to allow for the funding of the project that has been ongoing for several years with the potential to get added support from OCC to complete the project (CIL funds combined with Sheepcot Refurb monies and other amounts reallocated), Operating Reserve to a level commensuration with 6 months expenses, to increase the Car Park EMR, to enhance the Street Lighting Replacement budget incorporating the LED Street Survey and to establish a Public Spaces Strategy fund to support the review of all spaces held by GPC and establish a strategic plan to address the future for each.

It is proposed to

- 1) accept this revised budget and EMR balances (based on actuals from 30-6-2020 – any EMR spends in July are not included and may adjust totals)
- 2) suspend the grants policy for this fiscal year

Appendix Q

		2019-20		2020-21		
		Budget	Actual	Budget	Actual YTD	Revised Budget
101	Allowances & Expenses					
2110	Allowances Expenses Training	325	325	£ 750	-£ 5	£500
	Overhead Expenditure	325	325	£ 750	-£ 5	£500
	From EMR				-£ 97	£-
	Total				-£ 102	£500
102	Administration					
2200	Security, Fire & Safety	139	139	£-	£ -	£150
2210	Postage, copies and printing	514	514	£ 630	£92	£400
2240	Telephone & Internet	374	374	£ 400	£ 215	£900
2250	Software and Back Ups etc	3077	3077	£ 500	£ 456	£ 1,000
2255	Office Equipment	7	7	£ 7	£1,575	£ 1,575
2270	Insurance	2087	2087	£2,087	£ -	£ 2,200
2290	Rates & Taxes	1473	1473	£1,700	£ 283	£ 1,000
2300	Miscellaneous Expenditure	100	100	£ 200	£ -	£200
2500	COVID-19 Response (not Staff)	0	0	£-	£ 182	£ 1,000
2510	Audit & Accountancy Fees	0	0	£2,000	£ -	£ 2,000
2520	Legal Fees	1268	1268	£2,500	£ -	£ 2,500
2540	Hire of Meeting Room	966	966	£1,000	£ -	£350
2550	Publications	0	0	£ 100	£ -	£ 64
	Overhead Expenditure	10005	10006	£ 11,124	£2,803	£ 13,339
	From EMR				-£2,215	-£ 2,215
	Total			£ 11,124	£ 588	£ 11,124

Appendix Q

		2019-20		2020-21		
		Budget	Actual	Budget	Actual YTD	Revised Budget
103	Staff					
2310	Staff Costs	37021	37021	£ 40,040	£9,919	£ 40,000
	Overhead Expenditure	37021	37021	£ 40,040	£9,919	£ 40,000
	From EMR				-£2,623	-£ 2,623
	Total			£ 40,040	£7,296	£ 37,377
104	Subscriptions					
2410	Subscriptions	1349	1349	£ 850	-£ 6	£200
	Overhead Expenditure	1349	1349	£ 850	-£ 6	£200
	From EMR					
	Total			£ 850	-£ 6	£200
105	Miscellaneous Finance					
2580	Bank Charges	60	60	£ 300	£15	£ 60
2590	Awards and Honours	0	0	£2,000	£ -	£ 2,000
	Overhead Expenditure	60	60	£2,300	£15	£ 2,060
	From EMR				-£ 5	-£5
	Total			£2,300	£10	£ 2,055

Appendix Q

		2019-20		2020-21			
		Budget	Actual	Budget	Actual YTD	Revised Budget	
180	Income						
1130	White Hill Burial Ground	18488	18488	£12,500	£5,275	£12,500	
1132	Grants and Donations	3931	3931	£50,000	£22,621	£42,500	
1134	Miscellaneous Income Other	1403	1403	£1,403	£-	£-	
1135	Community Car Park	3281	3281	£4,000	£-	£3,600	
1140	Miscellaneous Property Income	379	379	£260	£4	£200	
1141	Gardiner Ground and Pavilion	2950	2950	£4,425	£-	£2,000	
1143	Sheepcot Ground and Pavilion	2839	2839	£3,619	£-	£1,500	
1149	CIL Receipts	7946	7946	£20,000	£6,872	£15,000	
1176	Precept	134614	134614	£150,768	£75,384	£150,768	
1190	Interest Received	1263	1263	£1,500	£323	£1,200	
	Total Income	177094	177093	£248475	£110,479	£229,268	
	To EMR				-£28,131	-£35,000	
	Total				£82,348	£194,268	
202	Village Maintenance						
2260	Utilities - Gas, Water, Electr	5751	5751	£8,000	£3,231	£12,000	Increase £4,000 for increased utility costs
2295	Inspections Surveys & Reports	1725	1725	£250	£550	£3,500	
2570	OJFS Sundries & Maintenance	322	322	£750	£-	£200	
2600	Vandalism	199	199	£500	£-	£500	
2610	Traveller Eviction & Cleanup	0	0	£-	£4,525	£6,000	Increase £6,000 for previously unbudgetted expense
3100	Misc Burial Ground Costs	46	46	£500	£18	£250	
3110	Grass Weeding Strimming Fertil	16347	16347	£15,000	£3,415	£14,000	
3120	Hedges/Fences/Paddocks/Gates	1375	1375	£2,000	£1,850	£7,000	Increase £5,000 for security
3170	General Maintenance & Repair	2773	2773	£6,000	£513	£4,500	
3210	Grave Digging	3502	3502	£4,000	£1,458	£4,000	
3260	Defibrillator	0	0	£200	£-	£200	
3420	Street Lighting	19456	19456	£20,500	£3,434	£18,500	
3525	Trees	2480	2480	£4,000	£-	£3,000	
3560	Waste / Litter / Street Cleani	6950	6950	£7,000	£1,429	£5,950	

Appendix Q

		2019-20		2020-21			
		Budget	Actual	Budget	Actual YTD	Revised Budget	
3562	Winter & Flooding	0	0	£600	£-	£600	
3650	Car Park	2458	2458	£3,000	£-	£3,000	
3910	Street Furniture & Seats	1558	1558	£1,700	£-	£1,700	
4211	Playground Equipment Maintenan	1162	1162	£1,750	£-	£2,500	
	Overhead Expenditure	66104	66104	£75,750	£20,423	£87,400	
	From EMR			£-	-£4,653	-£4,653	
	Total			£75,750	£15,770	£82,747	
203	Grants						
3310	Churches S214(6) LG Act 1972	0	0	£100	£-	£-	
3330	S137 and Other Grant Payments	9638	9638	£9,700	£-	£-	Freeze all S137 grants and suspend grant policy for at least this FY
3350	Transport S26-29 LGR Act 1997	700	700	£1,800	£350	£1,400	
	Overhead Expenditure	10338	10338	£11,600	£350	£1,400	
	From EMR						
	Total	(10,338)	(10,338)	£11,600	£350	£1,400	
205	Environment						
6330	High Street Strategic Project	0	7366	£-	£3,065	£53,500	
	Overhead Expenditure	0	7366	£-	£3,065	£53,500	
	From EMR	0	7366	£-	-£3,065	-£53,500	
	Total	0	0	£-	£-	£-	
400	Neighbourhood Plan						
4908	Misc Expenses/ purchases NP	1197	1197	£-	£25	£163	
	Overhead Expenditure	1197	1197	£-	£25	£163	
	From EMR	0	0	£-	-£25	-£25	
	Total	(1,197)	(1,197)	£-	£-	£138	
	Total Budget Income	177094	177093	£248,475	£110,479	£229,268	
	Expenditure	126399	143803	£142,414	£36,589	£198,562	

Appendix Q

		2019-20		2020-21			
		Budget	Actual	Budget	Actual YTD	Revised Budget	
	Net Income over Expenditure	50695	33290	£106,061	£73,890	£30,706	
	From EMR	0	19129	£-	£12,683	£63,021	
	To EMR	0	1671	£-	-£28,131	-£93,727	
	Total	50695	50748	£106,061	£58,442	£0	

Title	Annual All Fees Recommendation
Authors	Cllr Urbick
Meeting	Goring Parish Council – 13 th July 2020
Report Date	06 th July 2020

The below tables show current and proposed fees for consideration by Council during the financial year 2020-21

Currently, the sports teams/clubs are significantly subsidised by the GPC each year. Looking at it most favourably, the subsidy is 2/3 the costs of maintaining the sports fields and facilities. If the spend on the Gardiner Pavilion refurbishment would be amortised over say, 20 years, the subsidy is calculated to be much greater. I propose there is a decision to make. Should we increase fees as per an inflation level increase (0.7% - RPI May 2020), or should we attempt to recover some more of the considerable subsidy currently being paid. See below for some options to highlight the principle. I propose that we take a modest approach and increase by 10% until we get to a subsidy level of less than 50% (without amortisation of Gardiner Pavilion refurb costs).

Sports Clubs					Some options to consider			
					0.7% inc.	10% inc.	25% inc.	50% inc.
	2016-17	2017-18	2018-19	2019-20	2020-21 (ex-VAT)			
	GPC Subsidy	(ex-VAT)	(ex-VAT)	(ex-VAT)				
Bowling Club Licence	£ 52.32	£ 538.94	£ 551.34	£ 567.88	£ 571.85	£ 624.66	£ 709.84	£ 851.81
Cricket Club Licence	£ 124.05	£ 1,277.76	£ 1,307.15	£ 1,346.36	£ 1,355.79	£ 1,481.00	£ 1,682.95	£ 2,019.54
Goring United Licence**	£ 134.11	£ 1,243.24	£ 1,021.83	£ 1,052.49	£ 1,059.86	£ 1,157.74	£ 1,315.61	£ 1,578.73
Goring Robins Licence	£ 108.71	£ 1,119.71	£ 1,145.46	£ 1,179.83	£ 1,188.09	£ 1,297.81	£ 1,474.78	£ 1,769.74
Tennis Club Lease Rent *	£ 58.87	£ 606.31	£ 606.31	£ 624.50	£ 624.50	£ 624.50	£ 624.50	£ 624.50
Tennis Club Licence	£ 47.24	£ 486.61	£ 497.80	£ 512.74	£ 516.33	£ 564.01	£ 640.92	£ 769.10
					=67% or 80% GPC subsidy	=65% or 78% GPC subsidy	=60% or 75% GPC subsidy	=55% or 70% GPC subsidy

* Lease condition: RPI increase three-yearly, as at 1 April

** Subject to proposal below.

A few years ago we were requested to re-consider the way in which we approach the fees for the Goring United Football Club.

The football club has worked closely together with the Cricket Club's groundsman, have contributed to the cost, and assisted with repairs to the pitch at the end of the season.

I therefore propose that their fee continue to be reduced by £250 (already reflected in the table above) for as long as the arrangement of co-operation with the cricket club regarding repairs to the pitch at the end of each season continues.

At this time, we should also review burial ground and other tariff charges and recommend that we take a similar approach of a 0.7% RPI increase as the income tends to cover the costs quite well.

Burials (VAT Exempt)

	Goring			Non-Goring		
Exclusive Rights	2018-19	2019-20	2020-21	2018-19	2019-20	2020-21
Double depth Burial Plot	£ 749.39	£ 771.87	£ 777.27	£ 1,819.94	£ 1,874.54	£ 1,887.66
Triple depth Burial Plot	£ 920.67	£ 948.29	£ 954.93	£ 2,237.44	£ 2,304.57	£ 2,320.70
Cremated remains plot	£ 240.88	£ 248.10	£ 249.84	£ 610.21	£ 628.52	£ 632.92
Non-exclusive – Coffin burial plot (No rights to erect memorials etc.)	£ 481.75	£ 496.20	£ 499.68	£ 1,209.72	£ 1,246.01	£ 1,254.73
Reopen existing grave -	£ 695.85	£ 716.73	£ 721.75	£ 1,043.79	£ 1,075.10	£ 1,082.63

Interment Fees						
Adult	£ 321.16	£ 330.80	£ 333.11	£ 610.21	£ 628.52	£ 632.92
Stillborn or under one month	£74.93	£77.18	£77.72	£ 214.11	£ 220.54	£ 222.08
Cremated remains	£ 128.47	£ 132.32	£ 133.25	£ 369.34	£ 380.42	£ 383.09

Monuments, Gravestones, Tablets & Monumental Inscriptions (Inc VAT at 20%)

	Goring			Non-Goring		
	2018-19	2019-20	2020-21	2018-19	2019-20	2020-21
Headstone etc	£ 154.17	£ 158.79	£ 159.90	£ 578.10	£ 595.44	£ 599.61
Wooden cross	£77.08	£79.40	£79.95	£ 289.05	£ 297.72	£ 299.80
Tablet	£ 118.18	£ 121.72	£ 122.57	£ 481.75	£ 496.20	£ 499.68
Second Inscription	£64.22	£66.15	£66.61	£ 199.12	£ 205.09	£ 206.53

Events Tariff

I propose we increase our tariff charges by the 0.7% RPI as these are more commensurate with the costs associated with the use of the spaces.

	Charity			Non-profit / quasi-comm'l			Commercial / for profit		
	2018-19	2019-20	2020-21	2018-19	2019-20	2020-21	2018-19	2019-20	2020-21
Gardiner Recreation Ground	£93.68	£96.49	£97.16	£ 187.34	£ 192.96	£ 194.31	£ 374.69	£ 385.94	£388.64
Pavilion	£26.76	£27.56	£27.76	£53.52	£55.13	£55.51	£ 107.06	£ 110.27	£111.04
Sheepcot Recreation Ground	£ 107.06	£ 110.27	£ 111.04	£ 214.11	£ 220.54	£ 222.08	£ 428.22	£ 441.06	£444.15
Pavilion	£26.76	£27.56	£27.76	£53.52	£55.13	£55.51	£ 107.06	£ 110.27	£111.04
Bourdillon Field	£32.11	£33.08	£33.31	£64.23	£66.16	£66.62	£ 128.47	£ 132.32	£133.25
Rectory Garden	-			£ 107.06	£ 110.27	£ 111.04	£ 214.11	£ 220.54	£222.08
Rectory Garden Combined with Village Hall							£10.23 p.hr to the GVH	£10.54 p.hr to the GVH	£10.61 p.hr to the GVH

Mason's (Fun Fair) has a separate arrangement agreed by the Council in which in 2018, the fee was set at £420 + VAT. I propose an increase to £450 + VAT

White Hill Burial Ground Paddock Rent

		3% RPI	0.7% RPI
	2018-19	2019-20	2020-21
Grazing for sheep	£12.50	£12.88	£12.97
Contribution to water rates	£41.86	£43.12	£43.42

Community Centre Car Park

10% for Security Upgrades, plus 0.7% VAT

Currently it is £329/yr + VAT per space, and I propose that we increase it to £364/yr + VAT.