

Title	Clerk Report
Authors	Clerk & RFO
Meeting	Goring-on-Thames Parish Council Annual Council Meeting – 04 th May 2021

Clerk's Resignation from South Stoke Parish Council

The Clerk has now resigned from their similar position with South Stoke Parish Council. GPC has enjoyed the benefit of wrap around support far in excess of normal office working hours due to the facility of a smart phone and laptop which SSPC provides to their employee. If the council so wishes the level of support to continue that the Clerk has maintained since their appointment, rather than reverting to 9:30am – 2:30pm Mon- Thurs limited hours, GPC will need to provide the Clerk with similar IT provision. Use of the Clerk's personal equipment is not advised due to data protection and any investigations by organisations such as the ICO. The Clerk's personal asset may be seized during any investigation.

With respect to a phone, and with the potential to add inspection software a request is submitted for a smart phone, nominally an OPPO Reno 4Z, similar to that used at South Stoke as it has been found to be a reliable product and meets the needs of the role. The Clerk does not have a personal asset which could be used.

With respect to computing capability, the Clerk does have a personal asset which could be used, which is not used by anyone else in their household. However, prior to using it, the Clerk requests that approval be given to replace that personal asset to a similar specification if it is seized due to any reason in relation to the Clerk carrying out their role as Clerk and Responsible Financial Officer for the council (Note the Asset had value of £800 at date of purchase)

Proposal: To note Clerk's Resignation from South Stoke Parish Council and therefore the shared use of SSPCs assets will no longer be possible.

Proposal: To approve purchase of a smart phone for the Clerk, Budget £250

Proposal: To approve purchase of a laptop for the Clerk, Budget £1100 or approve to replace the Clerk's personal computer if it is seized by any authorised authority due to any actions relating the Clerk's work as Clerk and RFO to Goring-on-Thames Parish Council.

Label Printing

Excellent works are ongoing across the parish to organise, sort and label all assets features and fixings. To ensure a high level of professionalism and a clean look to everything that is being done, request purchase of a label printer and consumables.

Note: Internal Auditor has given a recommendation of a Brother hand held printer which they have found to be of satisfactory quality.

Proposal: To approve purchase of label printer and associated consumables, Budget £80

Streatley Pre-School

Streatley Hill Pre-school would like to hold a sports day on Gardiner Recreation Ground to raise much needed funds for their facility. They are hoping to hold it for 2 hours on Friday 9th July, 12noon-2pm. They would only need a small part of the Rec for the little ones to do a few races, a medal ceremony, followed by a picnic and we would be selling cupcakes and drinks etc to the public to raise funds for the duration of the event.

Proposal: To approve Streatley Preschool to use the Gardiner Rec for 2 hours on 9th July and also offer the use of the Pavilion for no cost. Offering the use of the pavilion as well will reduce the complexities of taking pre-schoolers to the toilet and they will be able to use the water / kitchen to help with aspects of the sale of cupcakes and drinks.

Title	Facilities' Report
Authors	Facilities Assistant (RW) and Clerk (LW)
Meeting	Goring-on-Thames Parish Council – 04 th May 2021

SMS - Legionnaire's testing and service

The service team from SMS attended Gardiner Pavilion and Sheepcote Sports Building and have made the following recommendations.

- Water Heater produces very hot water, place warning notice. **complete**
- Service to the temperature mixing valves (TMV) for the showers not carried as valves do not have isolation valves either side of the unit, and the units are sealed and cannot be taken apart.

Proposal: Quotes to be requested to replace the 2 valves at Sheepcote and 2 TMV at Gardiner with serviceable valves and install isolation valves; approve budget up to **£350** to complete the works.

Smartway - Electrical Checks

Remedial Works required:

- Light fitting in disabled Toilet at Sheepcote to be replaced.
- Cover for extractor fan to be replaced.
- All extractor fans to be checked, cleaned or relaced.

Proposal: Assessment to be carried out by RW and where possible work done, or quote from Smartway obtained, approve budget up to **£250** to complete the works.

RES – Fire Extinguisher service

OJFS, Gardiner pavilion and Sheepcote Pavilion are of a size that require 2 water filled extinguishers to be compliant with the fire regulations. Were there to be an incident, it would unlikely invalidate our insurance as the British Standards have not been met, with requirement for minimum number of extinguishers.

Proposal: Purchase 3 water filled fire extinguishers at an *estimated* cost of £45.00 each and additional yearly service charge of £5.00, approve budget of **£150** for immediate cost and additional **£15** yearly cost for inspections.

Rectory Gardens – Side Gate

Side gate has fallen apart and been removed, the hinges are still to be removed. The gate is at the top of a flight of steps and as such provides a warning to users of the steps and so replacement is suggested.

Proposal: Purchase a replacement gate of simple design estimated £180.00, plus installation, maximum Budget, **£250**

Ferry Lane – Bollards

The existing Bollards are damaged, one is missing and the other does not lock in position. At present there is a circular fixing hole approx. 8ins diameter that could be a trip hazard.

Proposal: Purchase 2 new black Glasdon Bollards with 2 white reflective band and fixings that will use the existing sockets in the ground. Budget: 2 bollards **£370.00** including delivery.

Pavilions – Deep Clean

Carrying out a deep clean of both Pavilions before the COVID restrictions are relaxed and full use is allowed. In addition, the Tennis Club is hesitant to use the Sheepcot Pavilion for their toileting needs, due to the current condition of the facilities. Football Clubs to be contacted and advised to remove all items from all areas except Garage or before the cleaning date.

Scope of works

- Clean all inside areas including ceilings and beams, windows, walls, showers and floor. Carpet where applicable in Kitchen to be cleaned and all surfaces of both pavilions. Excluded are the Garages which the sports users should address. Cost is £750 fixed price for 1.5- 2 days work by 2 cleaners at each venue

Proposal: To deep clean both pavilions Pavilion, budget **£750**

Proposal: Clerk & Facilities Assistant to contact all users of the pavilions and if necessary, meeting on site to be held, to discuss the order in which the pavilions much be kept.

Proposal: To add an additional line item to the parish fees and charges sheet for cleaning if the facilities are not left in good order after use, council to decide level of that fee.

OJFS – Condition Survey

At the last meeting of the parish council it was approved to seek a condition survey of the OJFS.

Proposal: To approve budget of **£675**, to complete the works – cost of the preferred quote.

The surveyor has been contacted and a date for the survey is to be confirmed. RW will attend the survey to assist with access, and ensure scope is fulfilled. Issues found will be prioritized and confirmed in Surveyor's report. Recommendations to be brought to the next full council meeting.

Cleaning of Street Signs

Green paint has been sprayed on various signs in the village. The removal of the green paint is being investigated and the appropriate chemical identified. OCC has been notified of this, through the FixMyStreet app, but to date no action as been taken.

Proposal: RW carry out the cleaning of the signs, where possible, with purchase of a suitable cleaning agent (not more than **£20**), care to be taken to not damage signs which are not the responsibility of GPC, and advise further action if necessary.

Additional Bin For Gardiner Rec

As discussed earlier in the year via e-mail to all councillors. A delapidated bin was removed from the Gardiner Rec prior to the reopening of the playground at the advice of the RoSPA report.

Proposal: To reinstate a bin on the Gardiner Recreation Ground, to be ordered at the same time as the bollards, Approve Budget for **£130** for an Elipsa Bin, in Black from Galsdon, plus installation cost, not more than **£30**.

Facilities Inspection App

We have been approached by Small World Inspections – Full details to be presented by the Clerk at the meeting – quote data to be circulated to all councillors.

Proposal: To approve purchase of the App 3Y Fixed cost: £295 per year

Proposal: To approve purchase of a smart phone for the Facilities Assistant, to run the App, complete the inspections in real time, and to be able to access the parish council email system etc. Budget **£250**

Fence between Bourdillon Field and Goring Primary School.

There is some unsafe and old fence furniture on the Bourdillon Field along the boundary to the school. As a matter of urgency and on the grounds of safety, subject to receiving appropriate quotes, to make safe the area in question.

Proposal: To agree a not to be exceeded budget without consultation with the Full Council for making safe the area of council responsibility adjacent to the school on the Bourdillon Field, subject to receiving appropriate quotes, decision delegated to the Clerk to appoint contractor.

GORING-ON-THAMES PARISH COUNCIL

Appendix D

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 23 February 2021 at 7.30pm, Virtual Meeting

Members Present:

Chairman	Matthew Brown (MBr)
Members	Lawrie Reavill (LR)
	Bryan Urbick (BU)
	John Wills (JW)
	David Brooker (DB)
	Sonia Lofthouse (SL)

Officers Present:

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

10 members of the public were present at various stages of the meeting

21/20 To receive apologies for absence

Mary Bulmer (MBu).

21/21 To receive declarations of interests

None declared

21/22 Public forum

One MOP provided some additional information concerning item application P21/S0396/FUL. Two members of the public explained their objections to P21/S0251/FUL. One MOP provided some additional information concerning the latter application.

21/23 To approve minutes of the meeting held on 26 January 2021.

Resolved: The minutes were approved and signed.

21/24 To approve minutes of the extra meeting held on 9 February 2021.

Signed:

GORING-ON-THAMES PARISH COUNCIL

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Resolved: The minutes were approved and signed.

21/25 **Matters arising from those minutes not elsewhere on the agenda.**
None identified.

21/26 **To review the following Applications:**

1. P21/S0236/HH 13 Springhill Road Goring RG8 0BY
Single storey rear infill kitchen extension

It was *resolved that GPC has no objections*

2. P21/S0240/HH 30 Gatehampton Road Goring RG8 0EP
Construction of flat roofed detached timber framed 7mx 4m garden room within garden boundaries, for use ancillary to residential house. Maximum height 2.5m.

It was *resolved that GPC has no objections*

3. P21/S0251/FUL Korobe Fairfield Road Goring RG8 0EX
Demolition of the existing dwellinghouse and construction of a new dwellinghouse.
It was noted that Fairfield Road has a number of large buildings of varying styles so there is no 'standard' type of building that could be considered appropriate for this road. Concern was expressed over the route used by construction traffic to gain access to the site. It was also noted that the specification of materials to be used appeared to suggest that they could deviate from the examples given in the pre-application submission.

It was *resolved that GPC has a response: No objections subject to a satisfactory Construction Management Plan and satisfactory clarification of materials to be used (for example, the use of 'e.g.' in Supplementary Submission 3 dated 7/9/20 'External finishes' is not acceptable).*

4. P21/S0291/HH The Little Cottage 7 Red Cross Road Goring RG8 9HG
Alteration and extension to the existing lean-to side extension to increase kitchen headroom and provide for a WC, lobby, and garden entrance.

It was *resolved that GPC has no objections*

5. P21/S0294/LB The Little Cottage 7 Red Cross Road Goring RG8 9HG
Alteration and extension to the existing lean-to side extension to increase kitchen headroom and provide for a WC, lobby, and garden entrance.

It was *resolved that GPC has no objections*

6. P21/S0396/FUL The Orchard Manor Road Goring RG8 9DP
Erection of single-storey dwelling and conversion of existing dwelling to provide ancillary residential accommodation Variation of condition 2 (Approved plans) on application P20/S2910/FUL To incorporate a basement underneath the new dwelling.

Signed:

GORING-ON-THAMES PARISH COUNCIL

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Councillors expressed concern about vehicles removing spoil excavated from the premises.

It was **resolved that GPC has a response:** *No objections subject to a satisfactory Construction Management Plan being agreed.*

21/27 To note the following South Oxfordshire District Council decisions:

1. P20/S4456/HH Hillcrest 37 Springhill Road Goring RG8 0BY

Thermal upgrade - external insulation and clear glass roof lights on the east, west and north face of the eastern pitched roof and install Air-source heat pump installation.

Planning permission GRANTED (GPC had a response)

2. P20/S4603/HH The Beehive Station Road Goring RG8 9HB

Retrospective application for the demolition of an existing single storey rear extension and the erection of a replacement extension. Re-instating of side door.

Planning permission GRANTED (GPC objected)

3. P20/S4805/HH Hairoun Icknield Road Goring RG8 0DG

Detached Oak Framed Garage (as amended by plans received 2021-01-15)

Planning permission GRANTED (GPC had a response)

4. P20/S4812/HH 3 Milldown Road Goring RG8 0BA

Two storey side and rear extension, single storey rear extension and roof

Planning permission GRANTED (GPC objected but subsequent response from Planning Officer accepted)

All were noted.

21/28 To note Discharge of Conditions (DIS), Modifications of Planning Obligations (MPO), Change of Use (NB5), Tree Preservation Orders (TPO), Screening Opinion (SCR) and Permitted Development for the following applications:

1. TREE PRESERVATION ORDER NO. 20S21 (on land above 29-41 Springhill Road)

2. P21/S0493/DIS Gatehampton Farmhouse Gatehampton Road Goring Reading RG8 9LU

Discharge of conditions 4 (Archaeological Watching Brief) on application ref P20/S2349/HH Amendment to planning permission reference P19/S1283/HH, for changes to the first floor extension and revision to the garage building. Omission of basement to garage. Increase of garage length by 2m. Increase in garage height by 600mm. Revision to front elevation to include single door, circular window and facing flintwork.

3. P21/S0445/SCR Land to the west of Wallingford Road Adjacent to Sewage Works between Goring and South Stoke RG8 0JA

Screening Opinion for the application P20/S4706/FUL (Development and operation of a Transitional Hybrid Energy Project and associated infrastructure including access).

Signed:

GORING-ON-THAMES PARISH COUNCIL

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All were noted.

21/29 **To note and review planning applications and decisions reported by West Berkshire Council**

None to note.

21/30 **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 due to covid-19.

21/31 **To review Community Infrastructure Levy (CIL) status / payments**

Nothing to report.

21/32 **To note reports of action by SODC in respect of enforcement notices and consider reporting issues not already being progressed by SODC**

Items listed in Appendix 1 were duly noted.

21/33 **To consider correspondence received:** None.

21/34 **Matters for future discussion:** None.

21/35 **To confirm the date of the next meeting – Tuesday 23rd March 2021**

The Chairman declared the meeting closed at 20.15 hrs.

Abbreviations (where used):

GPC Goring on Thames Parish Council
OCC Oxfordshire County Council
MFR Maggie Filipova-Rivers

CIL Community Infrastructure Levy
NP Neighbourhood Plan
SODC South Oxfordshire District Council
MOP Member of the Public

Signed:

GORING-ON-THAMES PARISH COUNCIL

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APPENDIX 1

CURRENT SODC ENFORCEMENT NOTICES

Please note this information has been compiled from the Enforcement Notices register on the SODC Planning website. We are aware that the register may not be completely up to date.

- 1 **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 18.2.21: Site visited 9.12.19. 'Investigation' (no change from previous report).
Note: following the sale of the property this activity appears to have ceased.
- 2 **SE19/552 (15.10.19):** Breach of condition 13 of planning permission P19/S0538/FUL (tree protection measure). Status as at 18.2.21: Site visited 16.07.20. 'Investigation' (no change from previous report).
- 3 **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 18.2.21: Letter sent 5.5.20. Site visited 20.5.20, 1.10.20. 'Monitoring' (no change from previous report).
- 4 **SE20/204 (11.6.20):** Use of the land for residential purposes in breach of an extant enforcement notice. Status as at 18.2.21: Site visited 16.2.21. 'Investigation'.
- 5 **SE20/224 (25.6.20):** Without planning permission the installation of an air conditioning unit. Status as at 18.2.21: 'Investigation' (no change from previous report).
- 6 **SE20/404 (9.11.20):** Development not built in accordance with the approved plans for P19/S1699/FUL Additional flues on roof. Status as at 18.2.21 'Investigation' (no change from previous report)
- 7 **SE20/416 (20.11.20):** Without planning permission the extension of a building housing flats. Status as at 18.2.21 'Investigation'. **Note:** a retrospective planning application has been submitted and granted (P20/S4603/HH).
- 8 **SE21/24 (21.1.21):** Building not built in accordance with the approved plans for P20/S0665/FUL. Status as at 18.2.21 'Investigation'
- 9 **SE21/30 (29.1.21):** Without advertisement consent display of oversized signage. Status as at 18.2.21 'Investigation'
- 10 **SE21/42 (5.2.21):** Without planning permission the material change of use of land from agriculture to residential including the siting of a caravan. Status as at 18.2.21 'Investigation'

Signed:

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Appendix E

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 23 March 2021 at 7.30pm, Virtual Meeting

Members Present:

Chairman	Matthew Brown (MBr)
Members	Lawrie Reavill (LR)
	John Wills (JW)
	David Brooker (DB)
	Sonia Lofthouse (SL)

Officers Present:

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

1 member of the public was present at the meeting

21/36 To receive apologies for absence

Mary Bulmer (MBu)
Bryan Urbick (BU)

21/37 To receive declarations of interests

None declared

21/38 Public forum

One MOP provided some additional information concerning item application P21/S0396/FUL. Two members of the public explained their objections to P21/S0251/FUL. One MOP provided some additional information concerning the latter application.

21/39 To approve minutes of the meeting held on 23 February 2021.

Resolved: The minutes were approved and signed.

21/40 Matters arising from those minutes not elsewhere on the agenda.

Signed:

GORING-ON-THAMES PARISH COUNCIL

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None identified.

21/41 To review the following Applications:

1. P20/S4706/FUL Land to the west of Wallingford Road adjacent to Sewage Works between Goring and South Stoke RG8 0JA

Development and operation of a Transitional Hybrid Energy Project and associated infrastructure including access (2021-03-02 Amended Plans to extend red line, include additional landscaping and landscape details and temporary construction compound).

It was **resolved that GPC objects for the same reasons as submitted in the response to the previous application.**

2. P21/S0396/FUL The Orchard Manor Road Goring

Erection of single-storey dwelling and conversion of existing dwelling to provide ancillary residential accommodation. Amendment No. 1 As amplified by Drainage Strategy Report November 2020 received 17 March 2021

It was **resolved that GPC has a response: No objections subject to a satisfactory Construction Management Plan**

3. P21/S0712/FUL Thurle Down Bridle Way Goring RG8 0HS

Variation of condition 2 (approved plans) on application ref. P20/S3979/FUL demolition and replacement of dwelling house:- addition of a basement floor.

It was **resolved that GPC has no objections**

4. P21/S0869/HH 5 Red Cross Road Goring RG8 9HG

Part demolition single storey. Erection single storey rear extension.
One Councillor was in favour, all other had no objections.

It was **resolved that GPC has no objections**

21/42 To note the following South Oxfordshire District Council decisions:

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 clarified by additional sequential test information accompanying Agents email dated 7 February 2020 and as amended by revised drawing nos 2590_PL100C and PL103 A addressing highway concerns and showing parking and tracking for 1 Woden House. As further clarified by surface water drainage strategy received 17 August 2020).
Planning permission REFUSED (GPC objected)

2. P20/S4556/HH 6 Lockstile Mead Goring RG8 0AE

Signed:

GORING-ON-THAMES PARISH COUNCIL

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Demolition of existing conservatory. Erection of new side and rear ground floor extensions and first floor side extension and addition of partial pitched roof over existing garage. (As clarified by revised design statement to address energy issues).

Planning permission GRANTED (GPC had no objections)

3. P20/S4818/FUL Icknield Lodge Icknield Road Goring RG8 0DG

Erection of new 5-bed dwelling with detached garage and new access from highway. Variation of Condition 2 (Approved Plans) and Condition 3 (Schedule of Materials) on application P18/S1108/FUL. (As amplified by revised application form to include condition 2 and schedule of materials received 2 February 2021).

Planning permission GRANTED (GPC had a response)

4. P20/S4864/HH 51 Elvendon Road Goring RG8 0DP

Porch and Rear Extension.

Planning permission GRANTED (GPC had no objections)

5. P20/S4897/HH 92 Elvendon Road Goring RG8 0DR

Proposed first floor side extension, garage conversion, storm porch and timber Home Office

Planning permission GRANTED (GPC had no objections)

6. P21/S0096/HH 49 Springhill Road Goring RG8 0BY

Demolition of existing single storey rear extension, erection of new single storey rear extension in line with neighbour. Installation of front porch and alterations. Amendment to approval P20/S1569/HH.

Planning permission GRANTED (GPC had no objections)

7. P21/S0131/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 (approved plans - to use alternative brick and tile) in application P19/S3382/FUL. Variation of condition 2 (drawings) - omission of garage to existing dwelling and to have the existing dwelling and proposed dwelling as separate entities on application ref. P19/S0540/FUL.

Planning permission GRANTED (GPC had no objections)

8. P21/S0291/HH The Little Cottage 7 Red Cross Road Goring RG8 9HG

Alteration and extension to the existing lean-to side extension to increase kitchen headroom and provide for a WC, lobby, and garden entrance.

Planning permission GRANTED (GPC had no objections)

9. P21/S0294/LB The Little Cottage 7 Red Cross Road Goring RG8 9HG

Alteration and extension to the existing lean-to side extension to increase kitchen headroom and provide for a WC, lobby, and garden entrance.

Planning permission GRANTED (GPC had no objections)

All were noted.

Signed:

GORING-ON-THAMES PARISH COUNCIL

Appendix E

21/43 To note Discharge of Conditions (DIS), Modifications of Planning Obligations (MPO), Change of Use (NB5), Tree Preservation Orders (TPO), Screening Opinion (SCR) and Permitted Development for the following applications:

1. P20/S4653/LDE Millstream House High Street Streatley RG8 9HS

CERTIFICATE OF LAWFUL DEVELOPMENT FOR: Use of land for private domestic garden and residential amenity all forming part of the dwelling house known as Millstream House, High Street, Streatley. The use includes the storage, maintenance, repair, launching and mooring of the owners' private recreational river and sea going craft.

2. P21/S0140/DIS The Orchard Manor Road Goring

Erection of single-storey dwelling and conversion of existing dwelling to provide ancillary residential accommodation (as amended by Arboricultural Method Statement received 2nd March 2021)

Discharge of condition 3 (Sustainable Design Features) & 4 (Tree Protection) in application

P20/S2910/FUL. Amendment No. 1: As amplified by SAP Calculations received 26 February 2021

3. P21/S0493/DIS Gatehampton Farmhouse Gatehampton Road Goring RG8 9LU

Discharge of conditions 4 (Archaeological Watching Brief) on application ref P20/S2349/HH Amendment to planning permission reference P19/S1283/HH, for changes to the first floor extension and revision to the garage building. Omission of basement to garage. Increase of garage length by 2m. Increase in garage height by 600mm. Revision to front elevation to include single door, circular window and facing flintwork.

4. P21/S0525/DIS The Orchard Manor Road Goring RG8 9DP

Discharge of condition 5 (Archaeological Watching Brief) in application P20/S2910/FUL. Erection of single-storey dwelling and conversion of existing dwelling to provide ancillary residential accommodation.

5. P21/S0588/DIS The Orchard Manor Road Goring RG8 9DP

Discharge of condition 8 (Materials) on application P20/S2910/FUL. Erection of single-storey dwelling and conversion of existing dwelling to provide ancillary residential accommodation.

6. P21/S0639/DIS Dorvic Fairfield Road Goring RG8 0EX

Discharge of conditions 3(tree protection), 4(surface water drainage). 5(facing materials) & 6(landscaping) on application P20/S0372/FUL. (Demolition of existing dwelling. Erection of replacement dwelling house).

All were noted.

21/44 To note and review planning applications and decisions reported by West Berkshire Council

None to note.

Signed:

GORING-ON-THAMES PARISH COUNCIL

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21/45 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 due to covid-19.

21/46 To review Community Infrastructure Levy (CIL) status / payments

Nothing to report.

21/47 To note reports of action by SODC in respect of enforcement notices and consider reporting issues not already being progressed by SODC

Items listed in Appendix 1 were duly noted.

21/48 To consider a response to the Construction Management Plan received for application P21/S0396/FUL The Orchard Manor Road Goring RG8 9DP

The plan was noted together with the response from the SODC Planning Officer according to the applicant concerning Construction Management Plans.

It was *resolved to continue requesting Construction Management Plans where appropriate.*

21/49 Matters for future discussion: None.

21/50 To confirm the date of the next meeting – Tuesday 27th April 2021

The Chairman declared the meeting closed at 19.43 hrs.

Abbreviations (where used):

GPC Goring on Thames Parish Council
OCC Oxfordshire County Council
MFR Maggie Filipova-Rivers

CIL Community Infrastructure Levy
NP Neighbourhood Plan
SODC South Oxfordshire District Council
MOP Member of the Public

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- 5 **SE20/224 (25.6.20):** Without planning permission the installation of an air conditioning unit. Status as at 17.3.21: 'Investigation' (no change from previous report).
- 6 **SE20/404 (9.11.20):** Development not built in accordance with the approved plans for P19/S1699/FUL Additional flues on roof. Status as at 17.3.21 'Investigation' (no change from previous report)
- 7 **SE20/416 (20.11.20):** Without planning permission the extension of a building housing flats. Status as at 17.3.21 'Investigation' (no change from previous report). **Note:** a retrospective planning application has been submitted and granted (P20/S4603/HH).
- 8 **SE21/24 (21.1.21):** Building not built in accordance with the approved plans for P20/S0665/FUL. Status as at 17.3.21 'Investigation' (no change from previous report)
- 9 **SE21/30 (29.1.21):** Without advertisement consent display of oversized signage. Status as at 17.3.21 'Investigation' (no change from previous report)
- 10 **SE21/42 (5.2.21):** Without planning permission the material change of use of land from agriculture to residential including the siting of a caravan. Status as at 17.3.21 'Investigation' (no change from previous report)

Signed:

Title	Update from Gap Festival
Authors	GAP Festival Representative
Meeting	Goring-on-Thames Parish Council Annual Council Meeting – 04 th May 2021

I would like to update the council about the plans for our next festival and to request the use of the southern half of the Gardiner Field for our marquee, which we have placed there for the last two festivals in 2018 and 2016. We have confirmed the dates for 2022, which are the 10 days of 2 - 12 June inclusive. (A photograph of the 2018 marquee complex is attached for your information).

Also, I would like to block-book, provisionally at this stage, the Rectory Garden for the 10-day festival period. We will confirm which dates we eventually will want once our plan for this and other outside spaces have been programmed. We are planning events in all of the other venues in Goring and Streatley, but our main, bigger events will be focussed in the marquee and the area outside.

As you know the festival is Goring and Streatley's legacy arts project chosen to continue the community spirit and cross-parish cooperation generated by our joint Queen's Diamond Jubilee celebrations in June 2012. The first 4 days of our festival coincides with the forthcoming 4-day Queen's Platinum Jubilee celebrations planned for long weekend of Thursday 2 - Sunday 5 June. Any Jubilee events would, therefore, take place at the beginning of the festival period. This allows the option of possibly integrating any specific Jubilee events (eg another big Street Party) into the festival timetable, albeit organised by a separate committee working in unison with the festival planning group.

For understandable reasons, however, little has been published about the 2022 Jubilee plans, other than the initial government announcement on 12 November 2020 ([Extra Bank Holiday to mark The Queen's Platinum Jubilee in 2022 - GOV.UK](#)) and a separate announcement about the initiative the Queen is launching next month regarding the '[The Queen's Green Canopy](#)'. We will be informed of any further announcements/plans as soon as they are revealed by the Palace and/or the Dept of DCM&S by our local DL, who is one of our festival trustees.

Regarding other users of the Gardiner field, I have gained agreement with [] Chairman of Goring Cricket Club, for the club to arrange only away fixtures during that period and for the festival to provide special protection of the square. The Cricket Academy will still operate its normal schedule of activities in the other parts of the field during the festival period, as would other users.

Please let me know if you have any questions or issues about the use of both of these spaces and of any agreements we may have to sign to formalise the arrangements.

FYI: The festival is a registered, not-for-profit arts charity run totally by unpaid volunteers. The marquee complex will serve as a fully equipped 500-seater auditorium with sound stage, full lighting rig, video cameras/screens/AV trailer, entrance lobby, adjacent bar/food area, green rooms and other ancillary inter-connected spaces. We plan to start to build the marquee on Monday 6 June and use it continuously from Wednesday 8 until the closing event on Sunday evening 12 June. It will be removed on Monday 13 June. As usual, it will be licensed by SODC with a TEN which limits the number within the marquee at any one time to 499 persons as well as decibel levels and performance activity during specified hours of each day etc.



Title	Request to progress Welcome Signs initiative
Authors	Goring in Bloom Representative
Meeting	Goring-on-Thames Parish Council Annual Council Meeting – 04 th May 2021

I would like to progress the project that I, on behalf of the Goring-on-Thames in Bloom, proposed to GPC at your full council meeting on 14 September 2020 (Correspondence: 20.05.10.1).

At that meeting it was resolved to unanimously support the updating of the signs if there was no cost to the council nor any acronyms used.

I have attached a 5-page pdf of this proposal with a refined design and with no acronyms.

With regard to the full cost of the signs (production, installation and traffic management) this is as quoted by *Signways* as £5,028 excluding VAT. Bloom will provide full project management of the process to completion with OCC Highways.

Bloom will raise 100% of this net amount and, assuming your rules allow, will gift GPC this sum in order the council can order the signs, to the specification agreed with OCC. From this point GPC will own the signs and can recover the VAT. This arrangement will then result in the signs continuing to be the responsibility of GPC with no further involvement of the Bloom group.

Please let me know if there are any issues with the proposal and the methodology of achieving the desired result, as I hope we can progress the project immediately after consideration by councillors at the next full council meeting scheduled for 10 May.

Proposal for New Welcome Signs for Goring-on-Thames



The new signs are being proposed for three main reasons: The name of Goring has been officially changed to Goring-on-Thames and the village has recently won a National Gold Award in the RHS Britain in Bloom competition and awarded Best Small Town in the UK status. (Our population just exceeded entry into the Large Village category by 3%).

The third reason is that the proposed signs will also show that we are a proud riverside community with a sense of place. In addition to marking the parish boundary and for traffic purposes, gateway signs are important for other reasons. They influence the first impression visitors and prospective home and business owners have on entering the village. They also serve to define the character of the community and when signage is clean, cared for and attractive, they demonstrate that residents are proud of their community and welcoming.

The following 4 pages show the draft designs with measurements and montages of how they would look in comparison with the existing signage at each gateway.

The total costs of production and installation of the new signage at the three main gateways to the village is £5,028 (exc. VAT) and the intention is that Goring-on-Thames in Bloom will provide 50% of this amount and work to raise the other 50% from various sources, assuming Goring-on-Thames Parish Council agrees to support the proposal. Bloom would then progress the project further through the consultation process with GPC and OCC Highways. Production and installation will be compliant with National and OCC Highway's regulations and we will use OCC's main approved supplier, [Signway](#).

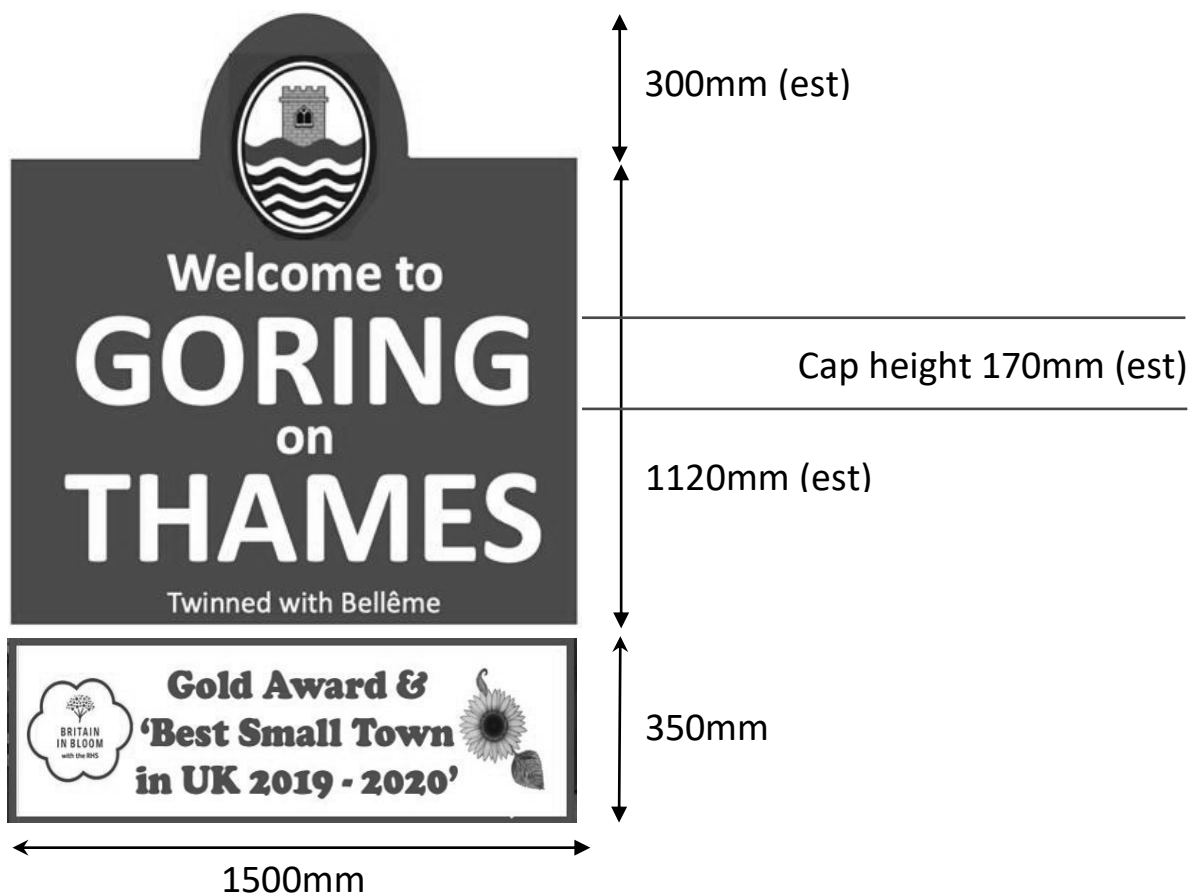
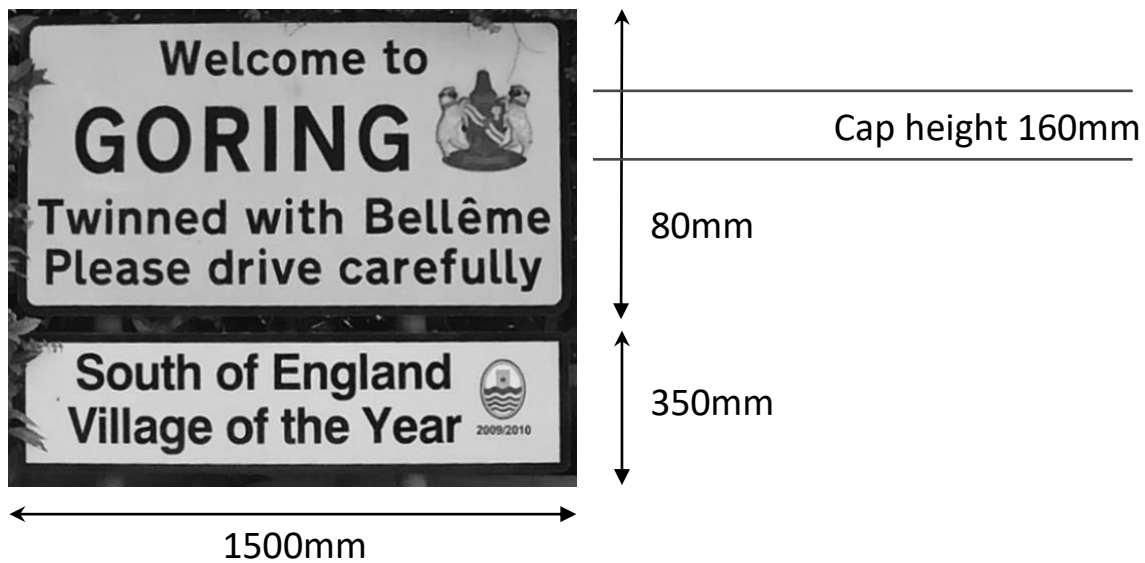
Technical Note:

Typefaces and the specific fonts and materials to be used will comply with UK National Highways Regulations ([The Traffic Signs Regulations and General Directions 2016, Schedule 11](#) (See Part 2, Item 82)). These fonts will determine the final dimensions of the main green Welcome sign. To avoid the sign being too wide due to addition of 'on Thames', it is designed with the additional words below 'GORING'. The regulation typeface is 'Transport', a sans serif one available in Medium and Heavy. Some examples of the minimum capital heights requirements are: 'Welcome to': 50mm, 'GORING' and 'THAMES': 70mm and Bellême: 35mm. Details, such as whether 'Goring on Thames' should be hyphenated or not, line spacing and other details will be agreed with OCC Highways.

NB: The widths of the both new signs have been kept the same as the current ones, but the Welcome sign is taller, as currently designed. However, as the font used for 'GORING' and 'THAMES' in the new design, as in the current sign, is more than twice the minimum national requirement. The font height, and therefore the sign height, could be reduced. Non-statutory signs can use other typefaces and logos, hence having the Britain in Bloom Award sign as a separate panel and use of a contrasting white background.

RB/GoTiB/April 2021

Dimensions of existing white Welcome sign and of proposed two new signs



Without the Oxfordshire logo on the new green sign, there is scope for a slightly larger font for the village name. The cap height of 'GORING' in the current sign is 160mm, which is more than twice the minimum regulation height of 70mm. Filling the extra width available, the height of 'GORING' and 'THAMES' is 170mm. The height of the green rectangle, as designed, is estimated to be 1.12m, with an additional 0.3m for the logo cap, making the total height c.1.42m. The Welcome sign could be designed to be shorter, if desired, by reducing the cap height, but not enough to put GORING ON THAMES on the same line without widening the sign.

Previous reference to Goring being within the Chilterns AONB has been removed to future-proof the signs. DEFRA is expected to respond positively to many of the recommendations in Glover's Landscape Review by the end of this year, which includes the Chilterns becoming a National Park. If this becomes a reality, new signs would no doubt be produced by the Chilterns NP and one placed at the main southern entrance to the Park at Goring's river bridge.

**Current and proposed new signs on eastern approach gateway
on B4526 by White Hill Burial Ground**



Note: Gate and posts to be repainted white after installation

**Current and proposed new signs on western approach gateway
on B4009 by river bridge**



Note: Existing poles to be reused, with short extensions if necessary.

**Current and proposed new signs on northern approach gateway
on B4009 by Spring Lane**



Note: 1. Existing gate could be used to remount new signs as shown or install 2 new poles just behind gate to match burial ground gateway. 2. Relocate 30mph sign to left of sign.

Title	Request to Comment on Updated Woodcote Neighbourhood Plan
Authors	Representative of Woodcote Parish Council
Meeting	Goring-on-Thames Parish Council Annual Council Meeting – 04 th May 2021

Woodcote's original Neighbourhood Plan was adopted in 2014 and is now being updated to conform with the new South Oxfordshire District Council Local Plan. The Neighbourhood Plan has now reached the Regulation 14 pre-submission consultation stage and I am writing to you as one of the statutory consultees. The Neighbourhood Plan and associated documentation can be viewed on the Parish Council website at www.woodcoteparishcouncil.org.uk/NeighbourhoodPlan. There is also a link to an online questionnaire on this page. The consultation runs to the 15th May and all responses must be submitted by 5.00pm on that day.

Title	Request to Comment on Sewage, Flooding & Water issues in your parish
Authors	CPRE
Meeting	Goring-on-Thames Parish Council Annual Council Meeting – 04 th May 2021

Dear Parish/Town Councils and Parish Meetings

CPRE Oxfordshire is currently campaigning for the water-related impacts of new development to be properly considered, and an end to the practice of discharging untreated sewage into our rivers. We are aware that many Oxfordshire parishes are struggling with issues including flooding and water pollution, but no-one seems to have a complete picture of the problems and we would like to map out the issues. To help us in planning our campaign strategy we would be extremely grateful if you could take a few minutes to complete this questionnaire (less than 20 questions, mostly multiple choice), save it with your Parish Council name and **return it by 31st May 2021.**

A hard copy of the questionnaire is available on request.

PART A

Q1: How would you rate flooding as a problem in your Parish?

- ☐ No problem
- ☐ Not Significant
- ☐ Moderate
- ☐ Serious
- ☐ Very Serious

If flooding is a problem, can you give a brief description of what the issues are:

[Click or tap here to enter text.](#)

Q2: How often is flooding a problem?

- ☐ Never (in living memory)
- ☐ Very occasionally (in living memory)
- ☐ Occasionally (every few years)
- ☐ Frequently (every year)
- ☐ Very frequently (more than once a year)

Q3: When flooding occurs what is usually the reason? You can tick more than one box.

- ☐ Inadequate or poorly maintained road drainage
- ☐ Poorly maintained ditch, stream or river
- ☐ New development without adequate soak aways, SuDS or other drainage
- ☐ New development on or close to the flood plain
- ☐ Increased rainfall due to climate change
- ☐ Sewerage infrastructure not able to meet capacity
- ☐ Other

☐ Don't know

Q4: How would you rate sewage/sewerage infrastructure as a problem in your Parish?

- ☐ No problem
- ☐ Not Significant
- ☐ Moderate
- ☐ Serious
- ☐ Very Serious

If sewage/sewerage infrastructure is a problem, please can you give a brief description of what the issues are?

[Click or tap here to enter text.](#)

Q5: Are you aware of the Thames Water's legally permissible emergency use of storm overflows which allow untreated sewage to flow into water courses and rivers in emergency flood conditions?

- ☐ Yes I am aware
- ☐ No I was unaware

Q6: Do you think sewerage facilities in your area should be improved to cope with demand from development to stop the use of storm overflows?

- ☐ Yes
- ☐ No
- ☐ Don't know

Q7: Are you aware of any water-related risks (eg flooding, drainage, sewage) associated with your District/City Council's Local Plan for future development?

- ☐ Yes. If possible, please summarise very briefly [Click or tap here to enter text.](#)
- ☐ No
- ☐ Don't know

Q8: If your Parish has a Neighbourhood Plan, does it have any policies on flooding or sewerage?

- ☐ Yes. If possible, please include a link: [Click or tap here to enter text.](#)
- ☐ No
- ☐ Don't know

Q9: Have you objected to any planning applications for new housing or other development on grounds of water-related issues (flooding, drainage, sewerage)?

- ☐ Yes. If so, did the development go ahead? Have there been subsequent problems? [Click or tap here to enter text.](#)
- ☐ No
- ☐ Don't know

Q10: Do you have any photographs / film footage / case studies that would help us with our campaign?

- ☐ Yes (*please attach to the email if appropriate or we can contact you separately to discuss*)
- ☐ No
- ☐ Don't know

Q11: If there is anything else you would like to tell us in relation to these issues, please do so here:

Click or tap here to enter text.

PART B

Q12: If you have had a problem with flooding have you been satisfied with the response from a responsible body to stop it from happening again?

- ☐ Yes completely
- ☐ Yes somewhat
- ☐ Not really
- ☐ Not at all
- ☐ Not applicable as we have had no flooding

Q13: Has a strategic flood assessment been undertaken for your parish and if so, would you be willing to share it with CPRE?

- ☐ Yes and willing to share it with CPRE
- ☐ Yes but not willing to share it with CPRE
- ☐ Not carried one out

Q14: As the Lead Local Flood Authority (LLFA), Oxfordshire County Council has responsibility for local flood risks such as ground water flooding, surface water run-off and ordinary watercourses. They are also responsible for investigating flooding, making their findings public and keeping an up-to-date register. Please indicate any dealings you have had with the LLFA and your experience.

Click or tap here to enter text.

Q15: Do you think Oxfordshire County council is the appropriate body to be the Lead Local Flood Authority?

- ☐ Yes (*give reasons*) Click or tap here to enter text.
- ☐ No (*give reasons*) Click or tap here to enter text.
- ☐ Don't know

Q16: Have you read Oxfordshire County Council's policy guidance [Local Standard & Guidance for Surface Water Drainage on Major Development in Oxfordshire](#) (29 Nov 18)? Do you agree it is robust enough to ensure developers adhere to the construction and upkeep of SuDS and other flood defences during and post development?

- ☐ Yes (*give reasons*) Click or tap here to enter text.

- ☐ No (*give reasons*) Click or tap here to enter text.
- ☐ Don't know

Q17: Should there be National Standards to determine planning applications for drainage systems serving more than one property?

- ☐ Yes
- ☐ No
- ☐ Don't know

Q18: Have you seen CPRE Oxfordshire's [Technical Briefing on the Watch Points for Drainage](#) when assessing planning applications?

- ☐ Yes
- ☐ No
- ☐ Don't know

Q19: If there is anything else you would like to tell us in relation to Part B questions, please do so here:

Click or tap here to enter text.

Title	Request “Partner” in Streatley Youth Hostel Future Venture.
Authors	Save Streatley Youth Hostel Representative
Meeting	Goring-on-Thames Parish Council Annual Council Meeting – 04 th May 2021

I’m writing to let you now that the ‘Save Streatley Youth Hostel’ campaign, that the Goring PC kindly supported last year as reached an agreement with the owners, the YHA who have extended the moratorium of the possible sale. The agreement concerns a joint feasibility study to look at options to secure the hostel’s future.

I attach a draft ‘Vision’ that is being agreed, along with The Ridgeway and Thames Path National trails and the 2 ANOBs. In order to help with engagement of the community and for fundraising we would very much appreciate it if GPC could be a ‘Partner’ in this venture. Note that this does not necessarily involve active involvement of is a request for funding although both would be welcome!

I would be happy to speak to the council at the next meeting to provide some more background, please let me know if that is possible along with tabling the above at your March meeting. FYI I have done the same at Streatley PC last night who were very positive.

For information for any new councillors that may not know the background, I attach the original campaign document produced this time last year.

YHA Streatley – A shared vision for the future

Vision

The Youth Hostels Association, YHA (England and Wales) is a registered charity and with its partners is seeking to create a sustainable, modern, high quality Youth Hostel in the Streatley – Goring area to support the YHA's strategic aims as outlined in its strategy, For the first time and a lifetime.

The hostel will be a focal point for those enjoying the outdoors by providing access to enable exploring, relaxing, or studying. Specifically providing affordable access to the natural and cultural capital provided by the Chilterns and North Wessex Downs AONB's, The Ridgeway and Thames Path National Trails, the River Thames and surrounding historic towns.

Background

The existing Streatley hostel building was one of the original hostels when the YHA was set up 90 years ago. It now needs modernisation and enhancements to meet the expectations of YHA's customers and provide the facilities to enable the delivery of YHA's strategic aims. Despite the current financial challenges YHA is facing, the Board has agreed to defer decisions over the future of the hostel until February 2022, subject to YHA and its partners securing funding to invest to ensure the hostel can continue to meet its strategic aims.

Local partners and the community representatives are of the view there is a viable future for a hostel to be retained locally to deliver the vision. YHA wishes to positively embrace working with these groups to secure funding to commission a feasibility study which will focus on the future concept, development options, collaboration opportunities, indicative costs, and fundraising opportunities.

The Streatley Feasibility Study will be used as a tool to evaluate options and attract the capital investment needed to deliver the vision.

A hostel in the joint villages of Streatley and Goring is strategically well positioned, being on The Ridgeway and Thames Paths, well connected being close to the M4 and Mainline Railway to London and has the potential to meet the needs of a diverse range of visitors to the area, a focal point. A place to stay, to meet, relax and learn.

The expectations of visitors constantly evolve and in developing the YHA hostel, the challenge is to meet those expectations by designing facilities that are future proofed and sustainable. It has been 20 years since the hostel last saw significant investment, as a charity with limited resources, compromises have always been made when investment decisions are made.

One of the purposes of the feasibility study is to understand the facilities that will be required to deliver the vision, it will also provide an opportunity to capture local partners needs too, for example, the inclusion of information/interpretation about the AONB's and National Trails to enhance the visitor experience.

Next Steps

Financial support is needed to commission a feasibility study which will enable the vision to be turned into a tangible development proposal.

Supporting the feasibility study, consultants with knowledge of property maintenance, planning and refurbishment will be employed to help inform what is achievable and practical supplemented with contributions from local partners, the local community and the YHA expertise.

The project has been planned into distinct phases of work with each phase will inform the following enabling clarity regarding what will be achieved with a clear indication of cost.

1. Securing support from the YHA Board for an agreed period to enable the feasibility study to be completed and options to be presented for approval – Done - YHA Board Meeting Feb 2021.
2. Establish the vision, members of the steering group, terms of reference, and key stakeholders – by April 2021.
3. Define the brief of the feasibility study, find financial support to enable completion and select consultants to complete the feasibility study – by July 2021.
4. Stage sign off by YHA Board – 10th July 2021.
5. Complete feasibility study – by January 2022.
6. Report to YHA Board and agree way forward – Feb 2022.

This Vision is supported by the following organisations

- YHA (England and Wales)
- Chilterns AONB
- North Wessex Downs AONB
- The Ridgeway National Trail
- The Thames Path National Trail
- Friends of Streatley YHA (local supporters' group)
- Goring Parish Council (To be confirmed)
- Streatley Parish Council (To be confirmed)
- West Berkshire Council



Save Streatley Youth Hostel

The case for saving this unique asset, for the public, for the local community and for the future

Summary

As the Youth Hostel Association (YHA), a charitable organisation, celebrates its 90th Anniversary for providing affordable accommodation for young people, it has published its “Strategy 2020” document in which it proclaims that:

“The YHA is a leading charity in a strong financial position. We have a history to be proud of, a trusted brand and a loyal membership.” *(p2 para 2 of YHA ‘Strategy 2020’ document)*

The YHA has a network of 150 hostels, a turnover of £49.4m and an operating surplus in 2018 of £4.1m. So, many were shocked to hear in October 2019 that Streatley Youth Hostel is now under threat and advertised for sale. This is despite the hostel:

- Being very profitable and in the top third best-performing hostels in the country
- Having high occupancy rate with over 9000 visitors in 2019 (50% higher than the average/hostel based on 938,051* visitors to the YHA’s 150 hostels in 2018/19) (*YHA Impact review 2018/19)
- Being uniquely located:
 - At the junction of two National Trails—the Thames Path National Trail and the Ridgeway National Trail
- In an area poorly served by the YHA—the nearest YHA hostels are in Oxford (approximately 25 miles away) and in Jordans near Beaconsfield (approximately 35 miles away)

With this in mind, the campaign group **Stop the Sale of Streatley Youth Hostel** was formed to bring together individuals, groups and other interested parties to speak up for and securely retain this wonderful amenity for the long term, as part of the YHA network of hostels.

Support for the campaign is widespread and comes from within the local community, the wider YHA membership and a huge range of interested parties and stakeholders, locally and nationally. Crucially, the campaign involves and is supported by Dr Sarah Steed, her father David Steed and her extended family. Sarah is the great granddaughter of Florence Reiss who gave the property to the YHA to be used as a Youth Hostel in the 1930s.

Streatley Youth Hostel: Hill House—A History

Hill House was given by Mrs Florence Reiss as a lifetime gift to the YHA in 1935. She was much in sympathy with the ideals of the newly formed YHA and wanted her home to continue to be available to young people—particularly those of limited means—to enable them to visit and enjoy the beautiful area.

An interest in action for social reform was shared by Florence's family and their associates, which included some of the founding members of the YHA and Barclay Baron, the first Chief Executive of the YHA who was a regular visitor to Hill House, according to the visitors book.

Florence and Charles Reiss moved to Hill House in 1892 with their four children. The spacious house and flowery gardens with a meadow leading up onto Streatley Hill, the nearby River Thames for boating and swimming and easy access to London by train made Hill House was an enviable place to live. Recognising this, Charles and Florence, who were actively involved as governors of an orphanage and school in Blackheath, invited orphanage boys for camping holidays in the meadow behind Hill House.

In the first decade of the twentieth century, their three sons Dick, Horace and Stephen worked with the Oxford and Bermondsey Mission alongside some of the most disadvantaged young people in London. The insights gained into the problems of poor health, housing, education, law and employment were to have profound effect on them.

Dick Reiss, a barrister by training, went on to work with the New Towns Movement exploring ways to improve people's living conditions. In 1920 he was a founder member of the Welwyn Garden City Company. As Vice Chairman he was heavily involved in the new town in Hertfordshire and later was on the YHA Council.

Sylvia Reiss, in a similar fashion to her brothers, worked with the Star Club in Lambeth. This was a club for girls and teenagers living and working in a very impoverished environment. They were also offered the unique chance to go to Hill House for a holiday in the countryside.

The gift of Hill House

In 1935, as a seemingly natural progression, Mrs Reiss, who had been widowed in 1907, gave her house to the YHA. She had seen how much pleasure the house, its gardens and the surrounding area could give to young underprivileged visitors staying there and wished to see the house continue in this vein: *'that others might enjoy this beautiful area'*.

It was a hugely generous gift and Hill House has proved ever since to be a very well used and a popular Youth Hostel.

Mrs Reiss moved in 1933 to live near her daughter and son-in-law in Goring, living there till her death in 1949. She was described as a 'very forward-looking person' and she was able to see her vision for Hill House taking shape over the next 14 years in the successes of the early years of Streatley's new Youth Hostel.



One of the earliest known pictures of Streatley Youth Hostel (1936)



Mrs Florence Reiss, remembered in Streatley Youth Hostel

Streatley Youth Hostel, Hill House 1990-1992: saved from closure

In 1990, the Youth Hostel Association published in a national newspaper, its intention to sell off ten of its youth hostels – including Streatley – in order to finance its modernisation plans. This article was read by Mrs Annette Steed, who was married to David Steed, and who was a granddaughter of Mrs Reiss. Knowing the background and rationale of the gift of Hill House, Annette decided to challenge the decision.

Annette was very concerned to point out that ‘when living there, Mr & Mrs Reiss used the house to give holidays to those less well-off than themselves’ and ‘that it was in this spirit that Mrs Reiss donated the house for other people to enjoy the beautiful area’...’as a forward-looking act’.



Annette Steed's campaigning letter to Reading Post circa 1990

In 1990, the hostel was popular locally and had 5500 visitors per year. It was described as a 'homely Victorian family home' but was in need of some renovation. And, as is still the case in 2020, it accommodated walkers, runners, cyclists, rowers, visitors with the local twinning association and other club groups.

Annette spear-headed the campaign and, with the support of family members and many interested local residents, there followed very many letters, telephone calls, newspaper, radio & television reports over the course of two years.



YHA TO SELL OUT IN HOSTEL SACRIFICE

News that Hill House Youth Hostel, a large Victorian house in the Berkshire village of Stratley, may be sold has been greeted with outrage and dismay. Its fate, along with that of nine other hostels which the Youth Hostel Association has identified as being 'old and of high value', will be decided in October.

Protesters say it is too important to sell because of its key position for walking holidays, midway along the ancient and very beautiful Ridgeway path which runs from Avebury, Wiltshire, to Ivinghoe Beacon in Buckinghamshire.

Colin Logan, YHA Director of Operations, says there is no option but to sell: 'The Association needs £20 million to modernise hostels, to attract the 16- to 24-year-olds for whom the YHA was envisaged - they are the future.' So far, only valuable and under-used

properties from Devon to Yorkshire are on the hit list. 'Stratley is used to 32 per cent of its capacity, which is poor,' says Mr Logan. Its sale might make £250,000. The YHA needs £3.5 million to redevelop Castle Lane Hostel in London.

Mrs Annette Steed, whose grandmother gave Hill House unconditionally to the YHA in 1933, is horrified. 'My grandparents were good Christians who gave holidays to those less well-off than themselves. The house was given in that spirit, as a forward-looking act.'

Mr Logan sees no problem. 'Hill House was given to enhance the YHA. If, to ensure the future, it is necessary to make the best use of that gift, then, as a charity, we must do so. I see that as a moral issue.'

Duncan Mackay, Senior Officer at

the Countryside Commission, thinks the YHA should study the alternatives. 'It could organise an appeal. The Commission has given grants towards upgrading youth hostels, but this time the YHA has not asked for help.'

Frances Ellis, of the Reading YHA Group, is concerned that too much money is being spent on London hostels, which are 'turning into hotels with carpets, duvets and Space Invaders'.

Colin Logan's response is brisk. 'A continued policy of low-level comfort would simply satisfy a dwindling band of activists who don't want change.' Originally, the YHA declared its aim: 'To help all, especially young people of limited means, toward a knowledge, love and care of the countryside by providing simple accommodation for them in their travels ...'

Annette Steed's campaign to save SYH attracted the attention of The Observer

12th August 1990

Annette visited the YHA head office to talk to their Director of Operations who explained their financial problems and why they planned to sell. She was also in contact with the

Countryside Commission who were managers, at the time, of the Ridgeway and Thames Path National Trails; they were very worried about the potential loss of the hostel which provided a vital accommodation option for their routes.



A fitting tribute in Streatley Youth Hostel to the tremendous work of Annette Steed in saving the Hostel

In 1992 there came the good news that, following a grant offer from the Countryside Commission to cover half the hostel's refurbishment costs, the future of the hostel was secured.

Quoting from a subsequent edition of the local newsletter, The Goring Gap News, the editor notes:

"With its good road and rail communications, excellent walking with the convergence of the Ridgeway and Thames Path, its unique position as a base for visiting many Thames Valley and other attractions, it is easy to see why Hill House is so popular. Florence Reiss, the one-time owner who gave the house to the YHA before the last war, died in 1949 at the age of 91. Her wish that it should give pleasure to others and enable them to enjoy the beauty of the area is still being fulfilled after more than sixty years, despite one period of uncertainty."

onal

Saving Streatley hostel

The future of Streatley Youth Hostel in Berkshire is now secure following a grant offer from the Countryside Commission to cover half the cost of essential refurbishments to bring it up to new Youth Hostel Association (YHA) standards.

The hostel has been under threat of closure since 1990 when the YHA announced that it needed to sell off some of its properties in order to finance modernisation plans.

However, local opposition to the sale of Hill House, which was given to the YHA in 1933 by Mrs Reiss, and an offer of help from the Countryside Commission made the YHA rethink its plans.

The new warden, Dewi Owen, and his wife Margaret, who moved from Dufton Youth Hostel in Cumbria, are determined to turn Streatley into a success. He said, "The refurbishment will be a tremendous help in achieving our aim. The central heating will enable us to stay open later in the year and the additional washing facilities will be bliss. We also plan to attract more courses during the off peak period which will improve profitability".

The Countryside Commission is delighted that Streatley is to stay open. The hostel is located on the crossing point of two National Trails - the Thames Path and the Ridgeway - providing budget accommodation for walkers in an area where it is in very short supply.

If you want to stay at Streatley Youth Hostel contact the warden, tel: 0491 872278.



Dewi Owen, warden, welcomes walkers to Streatley Youth Hostel

The Ot

Others could their way ha with the he officer app the Berkslin and Oxford Trust (BBC)

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"Saving Streatley Hostel;" a report celebrating the saving of Streatley YH in The Thames Path Newsletter issue 2 Summer/Autumn 1992 published by The Countryside Commission

Streatley Youth Hostel—the current situation

Overview

The YHA was formed in 1930 and currently has 145,000 members. The YHA's charitable objects state:

“To help all, especially young people of limited means, to a greater knowledge, love and care of the countryside, and appreciation of the cultural values of towns and cities, particularly by providing youth hostels or other accommodation for them in their travels, and thus to promote their health, recreation and education.”

And in their e newsletter of November 2019 they state;

“Everyone should have the chance to enjoy travel and real adventure. Without us, families and young people facing poverty, disability and other challenges don't get the chances they deserve. But with your help, we can keep transforming lives.

Because where you go changes who you become”

Despite these laudable aims, the YHA, as does this campaign group, has recognised that its hostels are not preserved in aspic such that whilst the YHA now has some 150 hostels, this is a far cry from the 250 in 1991 and 190 in 2010.

Change to put the Charity on a sound financial footing has thus taken place such that whilst ten years ago, the YHA was realising an average of around 50% occupancy across all hostels, the focus over the last ten years has been on making the business more sustainable and efficient. As a result occupancy is now around 59%, with many of the large city hostels, being higher, e.g. Cardiff is around 60%, London Earls Court is 85% and YHA London Central is 89% occupancy.

The YHA's Financial position

Having embraced change, the YHA is now in a strong financial position with turnover increasing from £39m to £50m over the last 10 years.

As noted in the YHA Board of Trustees Information Pack 2019;

“With nearly two million overnight stays in total this year and stable revenue for the fifth year running, we are touching more lives, and able to invest more in our network and our people, than ever before, creating world class youth hostelling experiences that we can be proud of”

Considering the **Report of the YHA Trustees for the year ending February 2018** the following points emerge:

- There is no mention of the franchise or enterprise model nor the need to sell off hostels.
- “Across the network our focus remains in ensuring we are able to invest in our buildings to create a network of hostels we are proud of” (*p6 para 5 Financial statements for year ending 28th February 2018*)
- Hostel Revenues of £49.4m generating Operating surplus of £4.1m(*p7 Financial statements for year ending 28th February 2018*)

It is expressly noted that the YHA was “trading again strongly” and that the surplus “allowed us to fund this years major capital projects without a material increase in borrowings” (*last para p7 Financial statements for year ending 28th February 2018*)

During 2019 the YHA has continued to operate profitably with a cash surplus of £3.2 million, which, whilst down from the previous year, is still their second highest yearly trading cash surplus. Reporting to the YHA 2019 AGM, the Executive team stated that they expected £2-£3 million to be the annual norm moving forward.

Meanwhile the “YHA Strategy 2020” launched at the YHA’s 2019 AGM as a conversation document looking ahead for the next ten years states that:

- “YHA is a leading charity in a strong financial position” (*p2 para 2*)
- “Our last strategy has been a real success. It focused on putting YHA on a firm commercial and operational footing....we’re in impressive shape” (*p2 para 6*)
- “We are big, we are diverse and we are stable” (*p2 para 4*)

But the document has no clear stated publicised strategy for the network, despite ongoing reduction in hostel numbers and with even some franchisees having their arrangements terminated, albeit the document states;

“ Strengthening community:

Growing community cohesion In a disconnected society, we will bring people together in our places and shared spaces. Because developing the individual goes hand in hand with bolstering the community in which they live, work and play.

We will:

- consider where our hostels are located, their accessibility, affordability and the way their design is reflective of a broad range of worlds, language, images and concepts
- offer specific programmes around supporting intergenerational and crosscommunity interaction
- look at how more hostels can develop as community assets supporting wider participation”

Hardly reflective of how the YHAS has treated the local community vis a vis Streatley Youth Hostel and its future.

Downsizing the YHA

Notwithstanding the above there have been concerns from YHA grassroots as numbers of much loved and usefully situated smaller hostels closed. It used to be that anyone completing one of the longer National Trails could walk from hostel to hostel, this is now not the case. A questioner from the floor during the YHA's AGM in 2019 made the point that "what used to be a network of hostels is now more a patchwork". Outgoing Chair Peter Gaines admitted that:

"The YHA has had to close a lot of hostels [there has been] a legacy of under-investment but [this] has resulted in a present day portfolio of sustainable hostels. If a hostel has only 20-30 beds, it is very difficult to make it financially viable unless subsidising it from elsewhere in the network."

The continued sell-off

Yet Streatley Youth Hostel is popular, profitable, is in good condition, in a superb location that's currently underserved by the YHA network and has 44 beds. With a leaner and a more profitable organisation it is perhaps surprising against this background that Streatley hostel and several others, including Litton Cheney, Portland YHA (both in Dorset) and Youlgreave in the Derbyshire Peak District are under threat of sale.

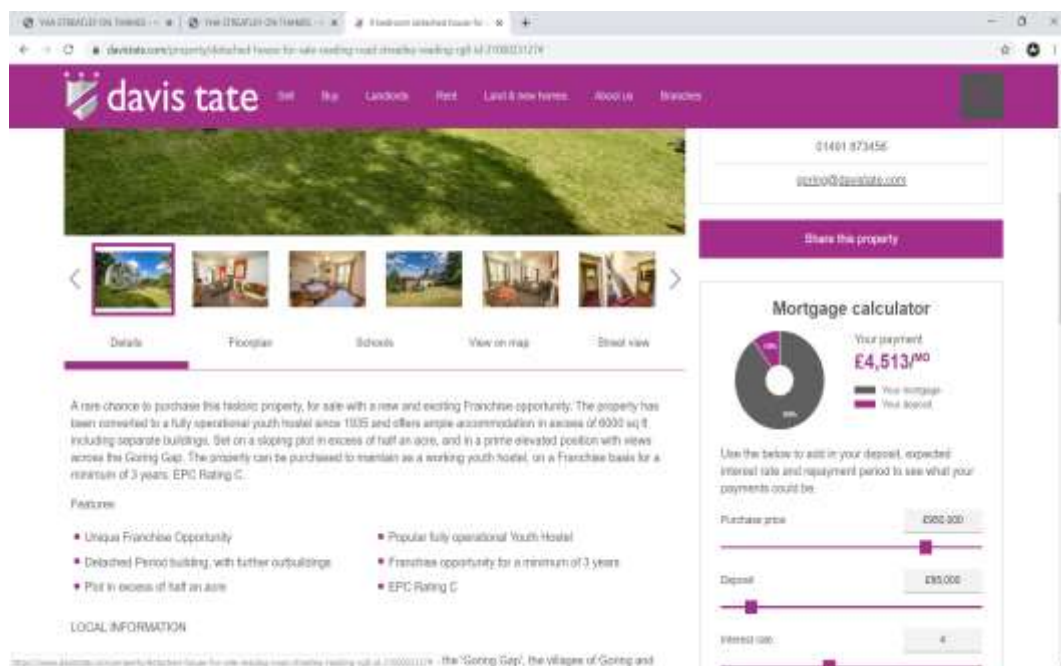
The position with Streatley hostel has been emerging quietly. Some 2 years ago business agents Sydney Phillips advertised the Freehold of the hostel for sale for £950,000,"with a new and exciting franchise opportunity" with even the possibility being offered originally of an outright sale with no hostel requirement.

The screenshot shows a web browser window with two tabs. The active tab is titled 'YHA STREATLEY ON THAMES' and the address bar shows 'sidneyphillips.co.uk/business-detail/2109'. On the left is a search filter sidebar with 'Tenure' set to 'All Tenures' and 'Max Price' set to 'No Maximum', with a red 'Submit' button. The main content area features a large photograph of a white, two-story stone building with a red roof, surrounded by greenery. Below the photo, the text reads: 'Details', 'Location: Berkshire', 'Price: Freehold £950,000', and 'REF: 41109'. Under the 'Description' heading, it states 'FOR SALE WITH A NEW AND EXCITING FRANCHISE OPPORTUNITY'. The description text continues: 'YHA (Youth Hostel Association) have an established network of hostels across England and Wales operated by in-house YHA managers and independent business owners under the Franchising scheme. Financially strong, YHA generates in excess of £50m turnover and competes favourably as a provider of affordable accommodation appealing to independent travellers, families and groups. YHA continually invests to raise its already world class standards, the result of which has pushed YHA to No 1 in the world. Investment in digital marketing and the online booking system ensures YHA Hostels are accessible from anywhere improving global reach to international customers and streamline the booking process. Run on social enterprise principles with hostels uniquely located YHA's success enables it to deliver its charitable objectives.'

Advert on Sydney Phillips website October 2019

It is unclear what if any legally enforceable safeguards are envisaged to retain the building as a Youth Hostel, for crucially a sale of the Freehold rather than a lease is being offered with only a requirement to run the premises as a Hostel for 3 years. And ironically the particulars of sale highlight how additional income could be generated by converting the current managers family's flat into an Assured Shorthold Tenancy rendering the feasibility of the building being run as a hostel very doubtful if the Manager has no accommodation provided.

Later in 2019, local Estate Agents Davis Tate were also instructed to market the property with the express term that the franchise could be for as little as 3 years being highlighted. Small wonder that no less than 6 developers have hence looked at the property and at least one offer made according to Davis Tate



Advert on Davis Tate website December 2019

What is the franchise model and why are the YHA doing it?

Responding to concerns from the community, YHA Property Director Jake Chalmers stated in October 2019 that:

"We have developed a new 'Enterprise' or Franchise model whereby we lease or sell a hostel to an entrepreneur who continues to operate the hostel under the YHA brand, but has the means and incentive to provide the investment that the hostel needs." (E mail to concerned local residents)

There are a number of issues that such a statement raises:

- 1) The statement refers to 'Enterprises or Franchise models'. Most business models would assume that a franchisee would be granted a lease, such that ultimate control and crucially ownership would rest with the YHA. Conversely, the enterprise model appears to envisage an outright sale with the future of the Youth Hostel itself being far more uncertain. Having said that the adverts appearing with both agents appear to confuse the two, rendering the future of the Hostel as a hostel extremely uncertain and precarious.

- 2) The Statement fails to address the crucial issue as to what steps are envisaged to ensure that the hostel remains a hostel as part of the YHA for the medium and long term, for as the particulars of sale from Davis Tate amply illustrate the limited protection on offer effectively expires after 3 years.
- 3) What incentive would there be for the freeholders or leaseholder to invest at all if the building was possibly no longer going to be a YH in 3 years?

In addition, on 6th November 2019, Mr Chalmers wrote to Dr Sarah Steed, great granddaughter of Florence Reiss, stating that:

“By way of an update we have been reviewing how best we manage the sale of YHA Streatley to ensure we stand the best chance of securing a great Enterprise operator and the hostel remaining within the YHA network. To that aim the Board have committed to continuing this search vigorously until at least July 2020, to maximise the chances of finding a suitable partner,”

Whilst the clear time scale is welcome, nevertheless the adoption now of an enterprise model is clear evidence that the YHA now no longer wish to adopt the franchise model, which in effect could have retained ultimate ownership of the hostel in the name of the YHA.

The enterprise model as being the preferred choice is confirmed on 7th November 2019 in an email from Jake Chalmers to another opponent of the sale, Clive Condie, when Mr Chalmers states, *inter alia*:

‘... it has become clear that the costs of YHA directly maintaining all of our hostel network to an adequate standard is simply not affordable for us as a charity.

This has led us to look at alternative operating arrangements for those hostels in our network where the costs of refurbishment are not financially sustainable for us in the long term. In some cases, this has led us to consider, reluctantly, the closure of hostels. However this is not our preference. In recent years, we have developed a new ‘Enterprise’ or franchise model whereby we either lease or sell a hostel to an entrepreneur who continues to operate the hostel under the YHA brand, but has the means and incentive to provide the investment that the hostel needs. Around 35 of our 150 hostels are successfully run using this model at the moment.

YHA Streatley is a hostel that we have been looking at in this light. The YHA’s Board desire is to retain the hostel, but it is in need of significant investment which, for YHA, is financially unsustainable in the long term.....

Initially we sought to secure an Enterprise operator who might be willing to lease the hostel from YHA, something we have successfully pursued elsewhere. However it became clear that the hostel required too much investment, which was off putting for potential franchisees/tenants. In the light of that the Board are now considering an Enterprise sale. This we hope will be more attractive to owner operators and make the much needed capital investment to ensure we can continue to meet customers’ needs and retain YHA Streatley into the future.....

As a backstop the charity has to ensure that it obtains best value of the sale of any assets, so we have also marketed the property with vacant possession. This would

allow the Board to benchmark the value to help assess the best option for YHA..... We are in touch with the family who originally donated the property to YHA.”

Furthermore, in a statement from a recent CEO report to YHA members it is stated that:

“[we] are exploring the Enterprise model as a way of ensuring long term sustainability and that the hostel gets the level of ongoing investment it needs”

In so far as these are the latest statements from the YHA setting out their position the following points should be noted:

- 1) The admission that the Board has now rejected a lease arrangement, instead preferring an outright sale, possibly even with vacant possession, is further evidence that a secure future of Hill House as Youth Hostel is in grave danger.
- 2) The statement that the charity cannot afford to directly maintain their hostel network is not supported by any statement by the Board at the last AGM, with the financial accounts ending 28.2.18 showing an operating profit of £4.1m nor in the 2020 Strategy document.
- 3) The statement clearly suggests that the costs of refurbishment are not financially sustainable for certain hostels and that Streatley had been looked at in this light. Yet no schedule of dilapidations nor a Bill of Quantities for any repairs allegedly required has been produced, nor indeed even commissioned so far as we are aware.
- 4) Whilst the statement reiterates the belief that a freehold sale to ‘an owner operator who can make the much needed capital investment’ is the option being explored, the response conspicuously fails to highlight or even mention that the requirement to run the hostel will **only** be for 3 years. No purchaser is likely to invest significant sums for such a short time period. Such an omission reflects extraordinarily poorly on a Charity that should be seeking to having a full and frank conversation with all interested parties
- 5) The admission that the YHA are also marketing the property with vacant possession further undermines the suggestion that the future of the Youth Hostel is in any way secure. Indeed, unless the YHA is prepared to undertake to forgo the latent value of this site, then the suggestion that the Board wishes to retain the property as a hostel is meaningless.

Both Agents have since been instructed to no longer actively market the property with vacant possession. Superficially this may appear to be good news but the position remains that any purchaser would only have to run the hostel for as few as 3 years, that this would be extraordinary difficulty to legally enforce and that there is of course no guarantee that the YHA will not change their instructions yet again to include an outright and unconditional sale.

The result is that the hostel at best will be used as a hostel for as little as three years, thereafter being available to be demolished and /or redeveloped at the sole discretion of the purchaser.

Is such a sale legal?

'It is worth noting that the Reiss family had been using the house and its grounds to provide holidays for disadvantaged young people for many years...prior to the existence of the YHA so they knew what the house and surrounding area could offer.

They were engaged in helping start the YHA movement such that the subsequent lifetime gift was obviously to ensure that the philanthropic activity could continue. It is hence difficult to envisage any moral or equitable grounds for upholding the proposed sale of the Youth Hostel. Indeed, Dr Sarah Steed and other members of the late Florence Reiss' extended family believe that if her intention had merely been to have gifted the YHA some money then she would have sold the property and given the proceeds of sale to the fledgling YHA. Her intentions from her actions in giving the property as a lifetime gift to be used as hostel could not have been clearer

The YHA Board must ensure that they hence comply with the terms of the Deed of Gift but have yet to confirm that the proposed sale is so compliant.

By virtue of s119 Charities Act 2011, as confirmed by the Charity Commissioners, as a registered charity, the YHA must:

- Obtain a written report from a qualified surveyor
- Advertise the proposed sale as advised by the surveyor
- Decide that the proposed terms are the best that can be reasonably obtained in the circumstances of the disposal

It is unclear as to whether or not any of the above has yet been complied with. Nevertheless the failure to advertise the sale by way of an agent's signboard is conspicuous and suggests that the Charity wishes to sell the property without wishing to attract undue attention. Indeed, it is noteworthy that the YHA failed to consult or advise the family of the late Florence Reiss nor the wider community of their intention to sell the property in advance of the it being marketed for sale.

In addition, as a registered charity the YHA must consider whether it would be in the best interests of the charity to sell the hostel

Again no evidence has been adduced by the YHA as to how the sale of such a strategic, valuable and well used asset with no known significant maintenance issues can comply with either the charity's objectives, the charity's mission statement or the aspirations contained in the YHA 2020 Strategy document when the mission for the next ten years is said to be:

"To significantly enrich that lives of all, especially young people, through the provision of brilliant hostel stays and experiences."

What other opportunities are available?

Since starting this campaign, a number of interested third parties including the National Trails Officers for the Ridgeway and the Thames Path, together with reps from Friends of the Ridgeway, Chiltern Conservation Board and North Wessex AONB have met the YHA in Jan 2020. This meeting identified new avenues of funding, collaboration and activities to pursue which promise to attract capital investment, diversify income generation and attract visitors during current quiet times e.g visitor centre for the National Trails, cycle hub, key meeting point for a new National Cycle route, events etc. To allow time to pursue these new avenues and with the YHA volunteering that there are no pressing urgent repairs needed, there is every reason for the YHA to withdraw the sale of the proposed freehold with or without vacant, for funding will not be available to develop and future proof SYH whilst its future remains in the balance

Conclusion

The YHA Strategy 2020 document states:

“In 2020, the year of our 90th Birthday, we will return to our roots. In 1930, we were born of social reform-a determination to improve the lives and life – chances of young people living in crowded, polluted cities and lacking access to activity, adventure, fresh air. Today, that’s a situation many young people still find themselves in. The issues that faced our founders are still relevant today.” (p2 para 5)

Florence Reiss, her successors, many other interested parties and members of the YHA wonder how such a statement can be reconciled with the YHA Board decision to sell such a well-loved and valuable crown jewel.

With this in mind, the campaign’s objective is simple:

- to persuade the YHA to retain ownership of Hill House and continue to run it as a youth hostel for the long term,
- to withdraw sale of the proposed freehold or leasehold and instead work with other interested parties to obtain funding to develop and secure the long term future of Streatley Youth Hostel

What can you do to help?

If you would like to help, please:

- Go to the Facebook campaign page at [@stopsaleofstreatleyYHA](#) to read more about the current position and sign up and see campaign updates
- Email stopsaleofstreatleyyha@gmail.com saying you want to help
- Write a letter to or email the YHA Chief Executive: James Blake, Trevelyan House, Dimple Road, Matlock, Derbyshire, DE4 3YH jamesblake@yha.org.uk explaining why you want to stop the sale

*Published by **Stop the Sale of Streatley YH**, a grass-roots campaign, set up by local residents, to help save Streatley YH and ensure it continues to flourish.*



GORING-ON-THAMES PARISH COUNCIL

APPENDIX F

Minutes of a Virtual Meeting of the Staffing Committee of the Goring On Thames Parish Council Monday 22nd March 2021 at 13:00, Virtual Meeting

Public Session – Prior to the Start of the Meeting - No Public in attendance

Members Present:

Chairman	Cllr Matthew Brown (MBr)
Members	Cllr Kevin Bulmer (KB)
	Cllr Tony Virgo-Harris (TVH)

Officers Present:

Clerk	Laura White (LW)
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Public and Press: None

Meeting started 13:04

SC.01.1. To elect a Chairman of the Committee

Resolved: To appoint, Cllr M Brown, Unanimous

SC.01.2. To receive Chairman's acceptance of office

To be collected after the meeting, virtual meeting.

SC.01.3. To receive apologies for absence and to approve the reasons given. (LGA 1972 s85(1))

None

SC.01.4. Declarations of Interests (LA 2011 s31)

None

SC.01.5. To consider and, if thought fit, approve the following motion: In view of the confidential nature of the business about to transacted, it is advisable in the public interest that the public and press be temporarily excluded, and they are instructed to withdraw.

Reason: Confidential business relating to engagement. terms of service, conduct or dismissal of employees.

Resolved: Approved to close the meeting, Unanimous

SC.01.6. To receive a report on clerk team workload and request for a Zero Hours Contract Archivist

SC.01.6.1. To approve Archivist Job Description

Resolved: Approved, Unanimous

SC.01.6.2. To appoint an Archivist on a Zero Hours Contract; agreeing general hours and salary scale point.

Resolved: Approved, Unanimous

SC.01.7. To receive a report on staffing, including recommendation for salary points for FY2021-2022

SC.01.7.1. To approve staff salary points for FY2021-2022, excluding the Clerk

Resolved: Approved, as recommended in the report, Unanimous

SC.01.8. To conduct annual appraisal for the Clerk, and receive report on matters relating to the employment of the Clerk

SC.01.8.1. To review and if necessary reapprove salary point and application date for FY 2020-2021

To remain as starting SCP.

SC.01.8.2. To approve salary point for FY2021-2022

Resolved: Approved, to increase 1 point, Unanimous

SC.01.8.3. To note, upon successful completion of CiLCA qualification 1 additional point will be applied as contractually required from the next calendar month.

Noted

SC.01.8.4. To approve pension registration provider

KB detailed that he had a non-pecuniary interest as the Chairman of the OCC Pension Committee.

[ACTION] KB to provide the contact details for OCC pensions to LW to contact, resolution delayed to a later meeting.

SC.01.9. To confirm the time and date of the next meeting will be agreed as needed by e-mail between the committee members, in conjunction with the Clerk.

Confirmed

SC.01.10. To approve the Minutes of this meeting.

Resolved: Approved, Unanimous

Meeting Closed: 13:29



**Summer of Play 2021
SCOPE**

1. Introduction

To facilitate the data collection for the Public Spaces Review; engage the community and encourage within parish community play after a year of national restrictions associated with COVID19 pandemic, to provide a “summer of play” to the Parish of Goring.

2. Main Principles

- To provide a summer of informal outdoor play activities for local children on their doorstep.
- To create an opportunity for consultation to help us understand how play should be provided in the future.
- To show that Goring is a welcoming place for children and that we want to improve facilities for them.
- To test ideas and review locations for future play provision.
- To raise awareness of the public open spaces in the village.
- Encourage families to stay within the area for play, rather than travelling outside the area.

3. Budget

- £2500 to employ a Summer of Play Coordinator for a fixed term to manage the project.
- £7500 for equipment; activities & consumables.
- Total £10,000, already set aside in an Earmarked Reserve (EMR)

4. Scale of the Project & Types of Activities

- To employ a Summer of Play Coordinator / organisation to scope all the activities and bring to the council for approval.
- The activities will mainly be small scale, close to children’s homes and should draw in a range of children with different interests. These can be self-managed activities, such as art competitions or activity packs to use at home.
- Small group events at sites around the village. This could be den building, crafts, outdoor games, or provision of inexpensive play equipment (such as hoops, skipping ropes, bubble machines or chinks).
- A few larger events, such as piloting activities around the village, but our aim is to provide fun activities over the whole summer.
- Further ideas can be found in Appendix A to this Scope.

5. Data Collection

Asked in the open space as well as online, linked to pop up activities on that site. Provide tea, coffee, hot chocolate or cold drink as exchange for answering questions.

- Character for each site
- Priorities for each site
- Which areas they do use and why



- Which areas they don't use and why
- What's missing
- What isn't needed
- What gets in the way (barriers to use)
- Where do they go outside the village, and why. Is that a good example?

6. Recommendations on How to Proceed

The following recommendations have been received from the Landscape Architect, engaged as part of the Public Spaces Review work, on how to make the best use of the Summer of Play

- Funded marketing plan to make sure that hard to reach groups know about the events, and feel that the events are for them. Paid Facebook adverts, posters, flyers through doors, social media accounts. Care taken to present all events as open to all, including choice of images and who is represented in them
- Use existing websites and community groups to run and to promote events. People trust sources they regularly use, such as websites or social media posts.
- Paid playworkers - pay rates they are well under £10 per hour (£8.70 seems an average) appointed via SODC or OCC if possible, as they will be able to cover the safeguarding aspects, HR, health and safety, and insurance.
- Free events but booking for some if numbers need to be limited. Ensure that there is a phone number as well as online booking
- Branding and style – small budget for high quality graphics and marketing materials, that make the events seem appealing but not off-putting. Consider variety of approaches to attract a diverse audience
- Advocates – find members of the community to give quotes, promote or even just be aware of the scheme. A project champion is a great idea if you can think of an individual who would fulfil this role.
- Partnership – find existing organisation, groups and networks to work with rather than start from scratch. Consider purchase of equipment or other support to the groups (under £250) to encourage groups to get involved.
- COVID-19 safety – working with a larger organisation, such as SODC, will help with compliance and guidance. One of the hardest issues is first aid, so there are practical steps to address.

7. Review

This Terms of Reference document was approved for use at the meeting of the Parish Council on 04th May 2021, it shall be reviewed periodically.

Signed:

K Bulmer, Chairman

Dated:



Appendix A – Draft List of Activities

Rectory Gardens

Quiet, reflective, sheltered – (it would be good to consult on these)

- Outdoor yoga, meditation and tai chi, with indoor option as back up
- Painting and drawing, either as a group or lesson
- Brass band or other outdoor concerts
- Chess games – provide sets for loan
- Branded & Personalised Deck Chairs | Helloprint summer of play branded deck chairs (also around village as promotion)
- Art installations – has precedent from Schools Mosaic project Gallery 2018 - THE GAP FESTIVAL

Sheepcot Recreation Ground

Active, physical, open

- Summer playschemes – whole or half day of activities where children are in the care of those running event (this may be too complex)
- Taster sessions for activities – climbing wall, archery
- Team sports
- Informal – encourage imagination and burn off energy
- Bring an adult
- Links to the wider countryside
- Pop up skate park? (or in station car park)

Bourdillon Field

Child focused, secluded, structured play

- Build confidence by visiting park near to home
- Links to school
- One off play activities and games, encourage children to think of area as theirs – play-leader led, shorter time as no onsite facilities
- Forest school type and short craft activities
- Storytelling – a really good storyteller is amazing for adults and children. The Gap Festival looks like they ran sessions so may have good contacts
- Child scale

Gardiner Recreation Ground

Informal, community, inclusive, outward facing

- Open and inviting
- Link to the High Street
- Centre of the community
- Bowls taster sessions
- Nature discovery walks (also at other sites)
- Painting and drawing, either as a group or lesson
- Views out



Ferry Lane

Nature, informal, riverside

- Wild play – logs and landform
- Nature activities
- Links to the wider countryside

Station Car Park

- Pop up activities – bike, skate, parkour and scooter skills
- Alternative location for temporary skate park

No Set Location

- Urban sketching walks and groups
- Walking tours – nature, history, health
- Games for loan in pubs and cafes – chess, chequers, backgammon
- Competitions – drawing, stories, window displays, play ideas
- Toy library or loans box for groups
- Chalk play– using chalks to create games on the pavement
- Chalk drawing competition - Chalkfest 2020 @Home – CITY ARTS NEWBURY



GORING-ON-THAMES PARISH COUNCIL

APPENDIX H

Job Title:	Summer of Play Coordinator – Fixed Term Position
Period of Work:	Immediate Start; ending approximately 3 rd Sept 2021
Job Purpose:	To Scope; Advise the Council on, then Manage the execution of the 2021 Summer of Play Activity.
Responsible to:	Parish Clerk

Principal Duties and Responsibilities:

- Agree with the Parish Council a programme of events between 23rd July and 31st August suitable for a range of age groups, including teenagers.
- Find partner organisations and work with them to deliver activities – this could include village clubs or societies, or larger organisations who provide play activities.
- Draw up a programme of events and confirm bookings with the activity providers.
- Buy materials and equipment that can be used by groups, such as tables, chairs or play equipment.
- Set up a simple booking system – events will be free but numbers may still need to be limited to comply with social distancing – national requirements in effect at the time to be adhered to.
- Promote the activities within the village.
- Be available during events to help resolve any issues but not necessarily attend in person.
- Ensure that all events comply with government public health guidance relating to COVID-19.
- Ensure compliance with all parish council procedures for procurement and other processes.

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 Summer of Play Co-ordinator 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. Some of these duties may be executed by other employees of the council. This is a fixed Term Period of Employment.

Appendix A – Person or Organisation Specification

This role is suitable for

- An individual who would be appointed as an employee of Goring-on-Thames Parish Council on a fixed term contract. The PayScale is NJC Pay Agreement SCP 15, £23,514, pro rata circa with flexible working (Approximately 150 hours work over the period of employment)
- An individual who is self-employed working on a fixed fee.
- A company, voluntary organisation or charity working on a fixed fee. This fee can be used to cover costs or for the group to deliver additional events lead by the organisation, in partnership with the parish council.

Essential

- Experience of organising successful small scale community events
- Experience of marketing events using online and offline techniques
- An understanding of safeguarding and health and safety practice
- DBS Check – to be completed at Goring-on-Thames Parish Council Expense.

Desirable

- Experience of running play activities
- Experience of promoting events in the Goring area
- An understanding of community consultation
- An understanding of community development