



# GORING-ON-THAMES PARISH COUNCIL

## Minutes of a Virtual Meeting of the Goring On Thames Parish Council

Monday 11<sup>th</sup> January 2021 at 7:30pm

### Public Session – Prior to the Start of the Meeting

**MoP1:** Historical Data, there are plans to produce a reference book of the history of the Parish Meeting / Parish Council from 1885, request that the History Society may be allowed to photograph the minute books, and other documentation prior to going to the archives.

**Goring in Bloom:** Provided a written statement in advance of the meeting regarding Bloom Group's use of the parish council poles for hanging baskets.

**MIGGS:** Regarding the proposal to have a subcommittee to work on the Station Road pedestrian safety project. The MIGGS chairman verbally delivered the results of short survey completed. The full data will be provided to the subcommittee if the subcommittee is formed and the project proceeds.

**MoP2:** Reiterated that the Residents of Yew Tree Court, would like to work with the Council to come to a decision on the Yew Tree Court Fence.

### Members Present:

Chairman	Cllr K Bulmer (KB)
Vice Chairman	Cllr John Wills (JW)
Members	Cllr Bryan Urbick (BU)
	Cllr Laurie Reavill (LR)
	Cllr David Brooker (DB)
	Cllr Matthew Brown (MB)
	Cllr Sonia Lofthouse (SL)
	Cllr Emma McCorkell (EM)
	Cllr Tony Virgo-Harris (TVH)
	Cllr Mary Bulmer

### Officers Present:

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

**Public and Press:** Total: approximately 20

### Meeting started 19:53

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

None

**20.08.2. Declarations of Interests (LA 2011 s31)**

None

**20.08.3. To approve the minutes of previous council meetings**

**20.08.3.1. Meeting held on 09<sup>th</sup> November 2020**

A typographical error was correct.

**Resolved:** Approved, by majority.

**20.08.3.2. Matters arising from the minutes not elsewhere on the agenda**

None

**20.08.4. To receive Chairman's report and announcements**

The Chairman noted that we had entered Lockdown 3.0 due to COVID-19 Coronavirus, and the need to do all we can to get through this difficult period as a community.

**20.08.5. To receive Clerk's Report**

**20.08.5.1. To approve £750 spend for staff contract and Handbook, budget from unused wages.**

**Resolved:** Approved, by majority.

**20.08.5.2. To approve £64.80 for safety measures relating to the Christmas Tree.**

**Resolved:** Approved, by majority.

**20.08.5.3. To approve sending historical minutes to the county archives, after scanning back to 2000.**

**Resolved:** Approved by majority, to lodge the historical minutes (since 1895) with the County Archives, after scanning/photographing by the Historical Society or other approved body at their expense. Clerk to proceed with scanning as needed back to 2000.

**20.08.5.4. To approve budget up to £300 for shredding of historical data.**

**Resolved:** Approved, by majority, to allocated budget for this purpose, in addition it was agreed that the History Society may review all non-confidential items no longer needed by the council, for inclusion to their archives prior to disposal.

**20.08.5.5. To approve up to 80% of the Villages Helpline costs during periods of government mandated lockdown or shielding related to COVID-19 whilst monies remain in the COVID-19 EMR.**

**Interest:** JW – Recorded an Interest and Abstained from this matter.

**Resolved:** Approved by Majority: To use S137 budget, to pay for 80% of the Villages Helpline Costs for Phonelines, Secure Database and additional DBS checks, up to a value of:

- DBS Checks: Maximum £600.
- Phone costs up to a maximum of £75 per month
- Secure Database, £10 per month.

**20.08.5.6. To approve formally requesting COVID-19 Grant monies from SODC similar to that received in the March 2020 lockdown to cover the costs associated with Item 5.5.**

**Resolved:** Approved, by majority.

**20.08.5.7. To consider the request from the Helpline to fund PPE and Cleaning Materials.**

**Resolved:** Not approved, no power is available for these costs.

**20.08.6. To receive Facilities Report**

**20.08.6.1. Update on Yew Tree Court Fence matters, to consider again options regarding the fence and agree actions.**

To investigate further all of the options regarding the fence a Yew Tree court; to reconsider at the next meeting.

**20.08.6.2. Approve additional spend within maintenance budget for additional descaling of the showers at both pavilions.**

**Resolved:** Approved, by majority, to use additional maintenance budget on either additional descaling by our appointed contractor, or purchasing and completing additional descaling by council staff.

**20.08.6.3. Consider request for memorial bench at Ferry Lane Space**

**Resolved:** Approved to install overlooking the river, replacing the dilapidated one, by majority.

**20.08.6.4. Consider request for memorial bench at the Sheepcot Recreation Ground**

**Resolved:** Approved to install at the Sheepcot, by majority.

**20.08.6.5. Consider 2<sup>nd</sup> Request for memorial bench at the Ferry Lane / Thames Path location.**

**Resolved:** Approved to install on the green space, opposite the bench currently there, by majority.

**20.08.6.6. To consider request from Goring on Thames in Bloom to use the GPC owned poles for their hanging baskets.**

**Resolved:** Approved to allow Goring-On-Thames in Bloom to use the poles, subject to the Agreement to be approved in 20.07.6.7, by majority.

**20.08.6.7. To review the Draft Goring on Thames in Bloom use of GPC Poles Agreement, agree delegation of responsibility to complete the document to allow Bloom to recommence use prior to the next meeting of the council.**

**Resolved:** Approved to use this as the draft agreement for further discussions with Goring-in-Bloom, delegating to the Clerk the final version, by majority

**20.08.6.8. To note matters relating to the High Street [DB]**

- The High Street will be CLOSED from 11<sup>th</sup> Jan 2021 for 3 weeks.
- Complaints received regarding problem lorry deliveries at McColls have been passed to the regional manager.

Noted.

**20.08.7. To receive reports from the representatives of Oxfordshire County Council and South Oxfordshire District Council**

(No Reports, all OCC and SODC official Communication Updates have been forwarded to Councillors)

**20.08.7.1. County Councillor K Bulmer**

Currently working through Budget proposals, should be on the OCC website later this week.

**20.08.7.2. District Councillor M Filipova-Rivers**

Cllr Filipova-Rivers sent their apologies in advance of the meeting, asking that any queries be forwarded after the meeting.

**20.08.8. Planning**

**20.08.8.1. To receive minutes of the planning committee, meeting of 20<sup>th</sup> October**

**Resolved:** Received, by majority.

**20.08.8.2. To receive minutes of the planning committee, meeting of 24<sup>th</sup> November**

**Resolved:** Received, by majority.

**To consider response to planning applications:**

**20.08.8.3. P20/S4700/HH – Long Meadow Lodge, Manor Road, RG8 9ED**

*Conversion and extension of existing garage to form domestic accommodation.*

**Resolved:** Approved by majority, to submit: No objections, subject to the accommodations being an annex, not separate dwelling.

**20.08.8.4. P20/S4555/HH – 11 Valley Close, RG8 0AN**

*Change of external materials to replace vertical tiles and timber boarding with grey composite boarding.*

It was confirmed this property is not in the conservation area.

**Resolved:** Approved by majority, to submit: No objections.

**20.08.9. To receive Items of Correspondence and agree actions arising.**

**20.08.9.1. 20 is Plenty Campaign**

Chairman proposed to move this to a later agenda, when there is more information from OCC on this topic as they are currently considering this initiative themselves. Provisionally to discuss this item at the GPC May 2021 meeting.

**20.08.9.2. Request from Streatley Allotments Society to consider more plots.**

To seek clarification of the allotment society as to what they are asking for.

**20.08.10. To receive reports and consider actions arising from Working Groups and Committees**

**20.08.10.1. NP Strategic Project – Goring CofE Primary School WG, Approve ToR & Appoint members**

**Resolved:** Approved to Adopt ToR and Appointing BU and LR,

**20.08.10.2. Open Spaces Review WG**

The landscape architect has reviewed some of the historical documentation in the parish archives. The review of the remaining documents has been delayed due to the third national lockdown.

**20.08.10.3. Conservation Area Appraisal WG**

Those working on the project sent update:

We now have some draft text and work on recording the properties of local interest continues.

On the other hand, we have distractions to confront, not least the recent spate of planning applications relating to the neighbourhood plan that demanded attention - and COVID issues.

**20.08.10.4. NP Strategic Project – Traffic & Safety Committee, Approve ToR & Appoint Members**

To rename to Traffic Management, Parking and Pedestrian Safety Committee

To correct paragraph 6 under scope to say “4 items above”

Action 0.8 and 0.9 from the NP to the list of applicable projects.

**Resolved:** Approved by majority to adopt ToR subject to amendment details above, and appoint members BU, DB, SL.

**20.08.10.5. Media & Communications Committee, Approve ToR, Appoint Members, Approve Budget**

**Resolved:** Approved by majority, the ToR and Appoint BU, EM, MBr; Approve £1500 for FY 2020/2021; Approve £3500 for FY 2021/2022

**20.08.11. Finance FY 2020/2021****20.08.11.1. To approve finalised payment schedule for November & December 2020****Resolved:** Approved, by majority.**Current Account, Payments November**

Date Paid	Payee Name	Reference	Amount Paid
02/11/2020	SODC	DD_20_287	£ 95.00
02/11/2020	Get Support IT Services Ltd	DD_20_288	£ 43.44
02/11/2020	SODC	DD_20_289	£ 69.00
02/11/2020	TSB Bank plc	DD_20_290	£ 5.00
04/11/2020	Xerox	DD_20_291	£ 20.11
05/11/2020	Castle Water	DD_20_292	£ 52.51
05/11/2020	Castle Water	DD_20_293	£ 10.50
05/11/2020	Castle Water	DD_20_294	£ 11.10
06/11/2020	Google ireland Ltd	DD_20_295	£ 9.15
06/11/2020	Public Internet	DD_20_296	£ 60.00
12/11/2020	HMRC	BAC_20_299	£ 939.52
12/11/2020	Goring Hardware	BAC_20_300	£ 110.46
12/11/2020	BGG Garden & Tree Care	BAC_20_301	£ 588.00
12/11/2020	Complete Weed Control	BAC_20_302	£ 192.00
12/11/2020	M&C Landscapes	BAC_20_303	£ 423.84
12/11/2020	M&C Landscapes	BAC_20_304	£ 2,542.50
17/11/2020	SSE	R_20_305	-£ 3.04
19/11/2020	SSE	DD_20_306	£ 207.00
19/11/2020	SSE	DD_20_307	£ 75.53
20/11/2020	SSE	DD_20_308	£ 1,207.40
23/11/2020	SSE	R_20_309	-£ 98.02
23/11/2020	Grundon Waste Magt.	DD_20_310	£ 6.56
23/11/2020	Grundon Waste Magt.	DD_20_311	£ 9.48
23/11/2020	SSE	DD_20_312	£ 149.71
30/11/2020	Mike Ward	BAC_20_313	
30/11/2020	J S Merrill	BAC_20_314	
30/11/2020	LEA White	BAC_20_315	
30/11/2020	Sally Alexander	BAC_20_316	£ 30.00
30/11/2020	Greefield Farm Partnership	BAC_20_317	£ 126.00
30/11/2020	Stanley Security Solutions Ltd	BAC_20_318	£ 175.54
30/11/2020	GEOXPHERE	BAC_20_319	£ 72.00
30/11/2020	SMS Environmental	BAC_20_320	£ 595.20
30/11/2020	Wrimes Cometics Ltd	BAC_20_321	£ 70.00
30/11/2020	GiffGaff Ltd	BAC_20_322	£ 12.00
		Total	£ 9,680.98

## Current Account, Payments December

Date Paid	Payee Name	Reference	Amount Paid
01/12/2020	SODC	DD_20_323	£ 95.00
01/12/2020	SODC	DD_20_324	£ 69.00
01/12/2020	Samantha Jones	BAC_20_325	
02/12/2020	Get Support IT Services Ltd	DD_20_237	£ 43.44
02/12/2020	Public Internet	DD_20_328	£ 60.00
03/12/2020	TSB Bank plc	DD_20_329	£ 5.00
07/12/2020	Castle Water	DD_20_330	£ 10.50
07/12/2020	Castle Water	DD_20_331	£ 52.51
07/12/2020	Castle Water	DD_20_332	£ 11.10
08/12/2020	Google ireland Ltd	DD_20_333	£ 9.20
15/12/2020	Oxfordshire Playing Fields Ass	BAC_20_334	£ 74.00
15/12/2020	Gap HR Services Ltd	BAS_20_335	£ 900.00
15/12/2020	BGG Garden & Tree Care	BAC_20_336	£ 470.40
15/12/2020	Paul Carter	BAC_20_337	£ 40.00
15/12/2020	M&C Landscapes	BAC_20_338	£ 301.36
15/12/2020	Smartway Electrical Services	BAC_20_339	£ 571.43
15/12/2020	SMS Environmental	BAC_20_340	£ 612.00
15/12/2020	SMS Environmental	BAC_20_341	£ 60.00
15/12/2020	HMRC	BAC_20_342	£ 657.02
15/12/2020	Goring Hardware	BAC_20_343	£ 110.23
15/12/2020	SSE	BAC_20_344	£ 885.06
15/12/2020	Festival Vision	BAC_20_345	£ 420.00
15/12/2020	Festival Vision	BAC_20_346	£ 737.76
17/12/2020	SSE	BAC_20_347	£ 74.41
21/12/2020	SSE	DD_20_348	£ 1,094.58
22/12/2020	Grundon Waste Magt.	DD_20_349	£ 9.48
22/12/2020	Grundon Waste Magt.	BAC_20_350	£ 6.56
31/12/2020	LEA White	BAC_20_351	
31/12/2020	J S Merrill	BAC_20_352	
31/12/2020	SMS Environmental	BAC_20_353	£ 152.4
		Total	£ 8,696.66

## Reserve Account, Payments

None

## 20.08.11.2. To note receipts for November & December 2020

Noted.

## Current Account, Receipts November

Date	Cash Received from	Receipt No	Receipt Total
09/11/2020	Goring Gap Business Network	R_20_298	£ 1,530.74
09/11/2020	HMRC	R_20_297	£ 3,233.89
		Total Receipts	£ 4,764.63

Cllr K Bulmer:  
Chairman

08 March 2021

### Current Account, Receipts December

Date	Cash Received from	Receipt No	Receipt Total
01/12/2020	Jones, Simon	R_20_326	£ 66.61
		Total Receipts	£ 66.61

### Reserve Account, Receipts November

Date	Cash Received from	Receipt No	Receipt Total
10/11/2020	TSB Bank plc	Interest	£ 74.69
		Total Receipts	£ 74.69

### Reserve Account, Receipts December

Date	Cash Received from	Receipt No	Receipt Total
10/12/2020	TSB Bank plc	Interest	£ 72.31
		Total Receipts	£ 72.31

### 20.08.11.3. To note the reconciled bank account and reserves balances as at 31<sup>st</sup> Dec 2020

Noted.

### Current Account Bank Reconciliation

Bank Statement Account Name (s)	Statement Date	Page No	Balances
TSB Current	31/12/2020	0	40,762.27
			40,762.27
Unpresented Cheques (Minus)		Amount	
		0	
			0
			40,762.27
Receipts not Banked/Cleared (Plus)			
		0	
			0
			40,762.27
		Balance per Cash Book	40,762.27
		Difference	0



## Reserve Account Bank Reconciliation

Bank Statement Account Name (s)	Statement Date	Page No	Balances
TSB Current	31/12/2020	0	176906.44
			176906.44
Unpresented Cheques (Minus)		Amount	
		0	
			0
			176906.44
Receipts not Banked/Cleared (Plus)			
		0	
			0
			176906.44
		Balance per Cash Book	176906.44
		Difference	0

### 20.08.12. Governing Documents

#### 20.08.12.1. To approve that the following policies supersede the applicable sections of the Standing Orders 2019-20, until such time as the Standing Orders are Updated.

**Resolved:** Approved: By Majority, the following documents (Items; 20.07.12.3 thru 20.07.12.7) are approved for use, and superseded those in the Standing Orders, until such time as the Standing Orders are updated, subject to the amendments, as detailed in the relevant paragraph below.

**To accept and approve the following new governing documents.**

#### 20.08.12.2. Freedom of the Parish

Approved, as per Item 20.07.12.2.

#### 20.08.12.3. White Hill Burial Ground Regulations

Approved, subject to following amendments:

Inclusion of the paragraph:

No one may prevent, interrupt or delay a funeral, should visitors to the burial ground witness any persons/vehicles preventing, interrupting or delaying a funeral or visitors attending the burial ground they should register a complaint with the Clerk of the Council with details.

Inclusion of Annex E, policy regarding Memorial Benches and Application form. Final wording to be agreed via email and noting the GPCs recent decision to only allow benches of a recycle plastic construction.

**20.08.12.4. Job Description Facilities Supervisor**

Approved, as per Item 20.07.12.2.

**20.08.12.5. Environmental and Sustainability Policy**

Approved, subject to following amendments:

Remove erroneous additional word “scope”, from the end of Section 3.

**20.08.12.6. Vexatious Complaints Policy**

Approved, as per Item 20.07.12.2.

**20.08.12.7. Marking the Death of a Senior National Figure**

Approved, as per Item 20.07.12.2.

**20.08.12.8. NP Monitoring Framework**

Item moved to next meeting.

**20.08.12.9. Communications Policy**

Item moved to next meeting.

**20.08.13. Matters for future discussion.**

Another Dog Waste bin at the end of Manor Road

**20.08.14. To confirm the time and date of the next meeting: Virtual Meeting 08<sup>th</sup> March 2021.**

Confirmed

Meeting Closed: 21:14