



# GORING-ON-THAMES PARISH COUNCIL

## Notice of an Extra Council Meeting of the Goring-on-Thames Parish Council

Monday 16<sup>th</sup> May 2022 at 19:30, Gardiner Pavilion

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

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

(Public Bodies (Admission to Meetings) Act 1960)

**NOTE: This meeting immediately follows a Staffing Committee Meeting, which will include a closed session, where the public and press will be asked to withdraw. There will be a notice on the pavilion door advising of this. As soon as the Staffing Committee Meeting has ended, the sign will be removed, and people can arrive for the meeting advertised by this Notice & Agenda.**

**Prior to the start of the meeting; Questions and comments from members of the public**

**(limited to 10 minutes in total) NOTE: subject to members being present, this may start as early as 19:20**

*This provides an opportunity for members of the public (who are not usually permitted to speak during the meeting except by special invitation of the Chairman) to participate before the start of the meeting. Members of the public may make only one address to the council of no more than three minutes' duration and only concerning topics on the agenda. No decision can be taken during this session, but the Chairman may decide to refer any matters raised for further consideration.*

## AGENDA

- 1. To receive apologies for absence and to approve the reasons given. [LGA 1972 s85(1)]**
- 2. Declarations of Interests [LA 2011 s31]**

*Member to declare any interests, including Disclosable Pecuniary Interest they may have in agenda items that accord with the requirements of the Parish Council's Code of Conduct and to consider any prior requests from members for dispensations that accord the Localism Act 2011 s33(b-e). (NB this does not preclude any later declarations)*
- 3. To consider requests for Dispensations [LA 2011 s33]**
- 4. To approve the minutes of previous council meetings [LA 1972 Sch 12. Para 41(1)]**
  - 4.1. Meeting held on 21<sup>st</sup> March 2022
  - 4.2. Meeting held on 09<sup>th</sup> May 2022
  - 4.3. Matters arising from the minutes not elsewhere on the agenda.
- 5. To receive Chairman's report and announcements**
- 6. To receive minutes of meetings from Committees**
  - 6.1. To receive the Minutes of the 19<sup>th</sup> October 2021, Communications Committee.

**Appendix A**

## **7. To Consider an Urgent Request for Funding Toward Jubilee Street Party PA System**

### **Appendix B**

- 7.1. To receive an item of correspondence, requesting funding for the Jubilee Street Party PA System, cost £14,327.20 (+VAT), noting the offer of £4,000 toward the costs.
- 7.2. To consider reinstating the Grants Policy for this one application to allow funding the PA System  
*NOTE: Paying directly for the PA System is a Grant-in-Kind*  
*NOTE: Giving the monies directly to the Jubilee Committee would be a Grant.*
- 7.3. To approve paying for PA System and agree maximum budget, subject to:
  - receiving 3 quotes, in line with Parish Council Financial Regulations; selection and awarding of works delegated to the Clerk in consultation with a quorum of Councillors.
  - receiving the partial payment for £4000 from the Jubilee Committee prior to awarding the works.
  - receipt of a completed Grant Application by the Jubilee Committee in accordance with the Grants Policy as approved at the November 2021 meeting.

## **8. Annual Meeting of the Parish [LGA 1972 14 (1)]**

- 8.1. To approve a date for the Annual Meeting of the Parish  
*To be held each year between 1<sup>st</sup> March & 1<sup>st</sup> June*
- 8.2. To approve budget for printing of any report including number of copies, communications and any refreshments.

## **9. Election for the 3 vacant seats.**

- 9.1. To note 15 electors have called for an election to fill the 3 vacant seats; the proposed election date is currently 14<sup>th</sup> July 2022.
- 9.2. To approve asking SODC to issue Polling Cards – Estimated Budget £2,500
- 9.3. To approve budget for the Election – Estimated cost £5,000-£6,000, to be taken from Operating Reserves EMR, and to be replenished over time.

## **10. Chairman Designation**

- 10.1. To approve that throughout all Council documentation the word “Chairman” refers to a legal definition and can be taken to be representative of any of the following words
  - Chairman
  - Chairwoman
  - Chairperson
  - Chair
- 10.2. To further approve that the Chairman of the Council and any Committees, Sub-Committees and Working Groups shall define immediately after their appointment whether they shall be referred to as:
  - Chairman
  - Chairwoman
  - Chairperson
  - Chair

## 11. Matters Relating Staffing

## Appendix C

*Note: Verbal Report to be given as the Committee Meeting is immediately prior to this meeting.*

- 11.1. To note the resignation of the Clerk & RFO; last working day 6<sup>th</sup> August 2022.
  - 11.2. To approve Clerk & RFO Job Description; Person Specification & Advert.
  - 11.3. To delegate to the Staffing Committee actions relating to the search & employment of a new Clerk & RFO including:
    - Advertising for the position
    - Interviewing the prospective candidates
    - Negotiating by mutual agreement with the current Clerk an earlier finish date, should a suitable replacement be found in advance, and be appointed by the Council.
- NOTE:** only the Council can appoint a Clerk and RFO.
- 11.4. To approve hours and scale points for all roles for the FY 2021-2022, as recommended by the Staffing Committee for:
    - Current Clerk
    - Assistant Clerk
    - Facilities Assistant
    - Litter Picker
    - Cleaning Provision
    - Zero Hours Contract Staff – Archiving
  - 11.5. To approve inclusion of Assistant Clerk Role to the LGPS Pension Scheme.

## 12. 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.

- 12.1. To consider quotes for the Jubilee Street Party PA System, subject to their receipt prior to this meeting.

## 13. To confirm the time and date of the next Meeting:

- 13.1. Additional Full Council Meeting to approve AGAR and associated financial documents. Currently Scheduled for 15<sup>th</sup> June 2022, subject to Cllr availability, date to be confirmed, subject to village hall or community centre availability.
- 13.2. To reconsider the date of the July meeting as agreed at the meeting of the 9<sup>th</sup> May 2022, subsequent to confirmation SODC plans to hold an election for the 3 vacant seats, on the 14<sup>th</sup> July 2022.