



Minutes of a Council Meeting of the Goring-on-Thames Parish Council

Monday 14th November 2022 at 19:30, Bellême Room, Village Hall

Public Session – Prior to the Start of the Meeting

MoP1: Requested permission to record the meeting for personal use, this was granted on the condition it would be paused if any MoP requested to not be recorded.

MoP2: Re. Fairfield Road streetlight.

MoP3: Re Hanging baskets.

MoP4: Re Stow House, reservations about the planning permission. SL said Parish Council letter is being raised about these issues.

Members Present:

Chair	Cllr B Urbick (BU)
Vice-Chair	Cllr S Lofthouse (SL)
Members	Cllr C Ratcliff (CR)
	Cllr J Emerson (JE)
	Cllr A Smith (AS)
	Cllr L Reavill (LR)
	Cllr J Wills (JW)
	Cllr D Brooker (DB)
	Cllr R Osborne (RO)

Officers Present:

Clerk	Sarah Edmunds (SE)
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Public and Press: at least 7 members of public

Meeting started 19:39

22.24.1. To receive apologies for absence and to approve the reasons given. [LGA 1972 s85(1)]

Apologies were received in advance of the meeting from Cllr E McCorkell (EM).

Resolved: The reasons for absence were unanimously approved.

22.24.2. Declarations of Interests [LA 2011 s31]

None.

22.24.3. To consider requests for Dispensations [LA 2011 s33]

None.



GORING-ON-THAMES PARISH COUNCIL

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

22.24.4.1 Meeting held on 26th September 2022.

Resolved: Unanimously agreed the minutes were an accurate record of the meeting and they were duly signed.

22.24.5. To receive Chairman's report and announcements

Appendix A

CR requested the minutes noted the Summer of Play costs so far of £17434 (£7k grant was received towards this cost and the food & beverage income was £1665)

22.24.5.1 To approve the Council to obtain costs and seek funding from the Chiltern's AONB/Mend the Gap fund for mobility impaired access for the entrance to Sheepcot field via Whitehills Green. The project to be delegated to the Clerk and team

Comments in addition to the report included, clarifying type of gate & surface to be accessible for all.

Resolved: Unanimously approved to seek funding from AONB/Mend the Gap fund

22.24.5.2 To allow free use of the Gardiner or Sheepcot Pavilion (subject to availability) for the sessions, to which the public will be invited to bring clothing and other items for repair. Scheduling approval delegated to the Clerk and team.

CR SL said nothing should be stored at any pavilions. Ron Bridle (RB) has begun to set one up already, wanting to open twice monthly – RB & BU to co-ordinate

Resolved: Unanimously approved to use either pavilion for informal repair shop, FOC, subject to availability and delegate to Clerk & Team to organise / advertise.

22.24.6. To receive Clerk's Report

Appendix B

No formal report, just the following three items to note:

22.24.6.1 To consider the potential requirements and availability within the village for provision of warm space this winter

CR recommended referring to the previous GPC Emergency Plan for contact information.

Resolved: Unanimously approved to delegate to Clerk & Team to consolidate the provision already in the village and help advertise.

22.24.6.2 To note the request from the Vicar to use the Rectory Garden for the Open Air Carols with the Concert Band at 6pm on Christmas Eve

Unanimously Noted. Clerk has already provided confirmation of the use.



GORING-ON-THAMES PARISH COUNCIL

- 22.24.6.3 To note the request from the Vicar to use the Rectory Garden for the Great Big Green Week – Saturday 17th June 2023 from 11am to 3pm**

Unanimously Noted. Clerk has already provided confirmation of the use.

- 22.24.7. To receive Facilities' Report **Appendix C****

No formal report due to holiday leave so work has been concentrated on urgent minor repairs including at WhiteHills / Sheepcote, securing the gate & a "shut the gate" notice. The Clerk informed the Council that quotes were being received to trim the trees encroaching on streetlamps. These will be brought to the next meeting for approval.

- 22.24.8. To Receive Minutes of Committees**

All of the minutes below were received, unanimously.

- 22.24.8.1 Traffic Management and Pedestrian Safety Committee minutes 15th August 2022 **Appendix D****
- 22.24.8.2 Planning Committee Minutes of 23rd August 2022 **Appendix E****
- 22.24.8.3 Finance Committee Minutes of 23rd August 2022 **Appendix F****
- 22.24.8.4 Planning Committee Minutes of 27th September 2022 **Appendix G****
- 22.24.8.5 Finance Committee Minutes of 27th September 2022 **Appendix H****
- 22.24.8.6 Planning Committee Minutes of 25th October 2022 **Appendix I****
- 22.24.9. To Receive the report on the Hanging Basket bracket failure and discuss planting arrangements for 2023 **Appendix J****

Resolved: Approved by Majority that the report meeting the remit of the informal working group was received by the council and a second report submitted by members of the informal working group has been noted.

- 22.24.9.1 To note Goring in Bloom wish to continue the planting and maintenance of the planters in the village but will not submit a quote for hanging baskets for 2023-2024 season.**

Unanimously Noted.

- 22.24.9.2 To approve delegating to Clerk tendering for hanging baskets for 2023-2024.**

Resolved: Unanimously approved to delegate to the Clerk to seek quotes for the 2023-24 year, to be brought to full Council for formal approval.



GORING-ON-THAMES PARISH COUNCIL

22.24.10. To receive Items of Correspondence and agree actions arising. Correspondence

22.24.10.1 A request from Gigaclear to arrange a meeting to discuss their upcoming plans & draft contract to install fibre broadband equipment on Parish Council Land

Detailed contract to be considered in a confidential session at the end of this meeting

Unanimously Received, to be discussed in confidential session.

22.24.11. To receive reports from District and County Councillors

22.24.11.1 Oxfordshire County Councillor: K Bulmer

Appendix K

Resolved: Unanimously Received.

22.24.11.2 South Oxfordshire District Councillor: M Filipova-Rivers

Appendix L

Report to be provided after this agenda is issued and will be added in the appendices pack as soon as it is available.

No Report Received.

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

22.24.12.1 Public Spaces Review Working Group

A verbal update was given. Initial concept drawings for the Sheepcote Recreation Ground have been received, any comments on the draft report are to be provided to the Landscape Architect as soon as possible, for a planned formal issue of the report to the Council at the end of the month.

Action -schedule a meeting between 10-15 December

22.24.12.2 Traffic Management, Parking & Pedestrian Safety Committee

It was noted that B Cooke has resigned from the Station Road Sub-Committee, formal go-ahead has been given to OCCH to proceed with a 18month TTRO to trial the pedestrian priority lane on Station Road, and the OCC consultation period is open for the village wide 20mph zone. AS asked if the 20mph area was broadly what was asked for, the TMPPS committee are reviewing it. OCCH Meeting re yellow lines & enforcement on 24.11.22.

22.24.12.3 Office Space Working Group

Appendix M

Moved to the confidential session at the end of this meeting.

Finance Committee



22.24.12.4 To approve the proposed Budget for FY 2023-2024

Appendix N

JE The budget determines the precept, the amount the Council wishes to raise from Council tax. The new 4-member finance committee together with the Clerk estimated the expenditure and income anticipated for each of about 50 budget lines about 22 earmarked reserves (EMR) bottom-up - that is without seeking to achieve any particular level of precept. Any potential expenditure not yet agreed by council is covered in an 'Unallocated Sink Reserve' which can be allocated to projects during the year as the council makes further decisions. LR asked if in view of current state of the economy, whether we should try to lower the precept, and use the reserves instead as a gesture. JE replied the precept makes a very small difference to Council Tax as most goes SODC. AS added that inflation is currently at 10% so the budget represents a discount. CR pointed out the Council really needs reserves. DB reminded the Committee that the Gap Festival received a £7k loan, it has not yet been repaid.

Action: Clerk to chase the Gap Festival for a formal date of repayment.

Resolved: Unanimously approved the Budget as per Appendix N.

22.24.12.5 To approve precept request amount to submit to SODC

Resolved: Unanimously approved to submit precept request to SODC of **£160,890** for the FY 2023-2024.

22.24.12.6 To note the NALC revised cost of living salary scales for the Year 1st April 2022-31st March 2023 have been approved nationally. As the Council operates an NJC contract, to approve paying the newly approved rates and back-pay to 1st April 2022 to all employed during the applicable period, in the November 2022 Payroll.

Appendix O

Resolved: Unanimously approved the updated NALC pay scales were noted for this financial year.

Resolved: Unanimously approved to pay the back-pay in the November Payroll.

22.24.12.7 To receive the External Audit Report for the financial year 2021-2022 and agree actions.

Appendix P

Resolved: Unanimously delegate to Finance Committee and update the TOR.

22.24.12.8 To note the conclusion of Audit 2021-2022 has been posted, with rights of inspection during October and November 2022.

Noted.

22.24.13. Governance Review

To review and approve updated or new governance documents as listed:



22.24.13.1 Cash Receipts Policy – Updated

Appendix Q

Resolved: Unanimously approved for use, with the following corrections:

- Updated Chair name, and approval date.

22.24.13.2 Financial Regulations – Updated

Appendix R

JE said it was changed to be consistent with having a Finance Committee.

Resolved: Unanimously approved for use.

22.24.13.3 Burial Ground Regulations - Updated

Appendix S

- Re engraving on memorials: CR said its neater to be only facing East. JE in agreement and would like to create a WHBG brochure to clarify these regulations for families. If the family wishes to pursue the engraving of both sides of the memorial then they should submit a special request to the Full Council for consideration
- AS to advise a spelling correction.

Resolved: Unanimously approved the document subject to spelling correction.

Resolved: To delegate the creation of a brochure to the Clerk in consultation with the Assistant Clerk, JE & AS.

22.24.13.4 Retention Policy - Updated

Appendix T

Resolved: Unanimously approved for use, with the following additional paragraph:

- When a Councillor wishes specific email correspondence to be retained beyond the 6 month retention period they should inform the clerk, who will retain the requested emails on the Council's systems until the following deletion process, when they will reconfirm whether the emails should continue to be retained.

22.24.14. To agree items from this meeting to be included in the next edition of Goring Gap News.

Resolved: Unanimously approved to include the following items:

- Chair report
- Budget
- Precept



GORING-ON-THAMES PARISH COUNCIL

- Open spaces update

Items for a future agenda

If not agreed in the meeting here, a reminder that proposal of motion forms can be received by the Clerk in accordance with Standing Order 9b by 29th December 2022, accounting for New Year Bank Holiday

Frequency of meetings to be discussed

Future of Cricket/Bowling, there is a decision now overdue but awaiting public spaces report

Summer of Play

22.24.15. 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.

Confidential Papers

Resolved: Unanimously approved to exclude the public and press and close the meeting.

The Chair thanked the public for their attendance and invited them to leave.

22.24.15.1 To discuss the future of parish council office:

22.24.15.2 Address the remit of the working group for cost and options of office space.

There is a need to see if any areas can be progressed right now.

Unanimously agree to set up a Sheepcot Pavilion working group, action to be triggered by the proposals of the OS report,

22.24.15.3 To consider an offer to purchase the OJFS by the Medical Practice

The offer was noted.

Resolved: Unanimously approved to decline the offer,

Resolved Unanimously approved to delegate to the Clerk to seek professional valuation of OJFS with a budget of £1500 (from the Public Buildings EMR) as per financial regulations, subject to obtaining at least 3 quotes from valuers of public/commercial buildings

22.24.15.4 To consider the contract offered by Gigaclear to install Fibre Broadband on GoTPC land.

Resolved: Approved by majority to sign the wayleaves as written, delegated to the Clerk and Chair to sign as appropriate.



**GORING-ON-THAMES
PARISH COUNCIL**

To confirm the time and date of the Next Council Meeting – 7.30pm 09th January 2023

Confirmed

Meeting Closed: 21:30

DRAFT