



GORING-ON-THAMES PARISH COUNCIL

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

Monday 12th February 2024 at 19:30, Belleme Room, Goring Village Hall

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)

Public Session – Prior to the Start of the Meeting

Members Present:

Chair	Cllr S Lofthouse (SL)
Members	Cllr S Bridle (SB)
	Cllr A Smith (AS)
	Cllr S Lofthouse (SL)
	Cllr B Newman (BN)
	Cllr J Hutchins (JH)

Officers Present:

Clerk	S Edmunds (SE)
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Public and Press: None

Meeting started 11:01

23.46.1. To receive apologies for absence (LGA 1972 s85(1))

None

23.46.2. Declarations of Interests [LA 2011 s31]

None

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

None

23.46.4. To approve and update policies as required.

4.1. Discretionary Policy

Appendix A

Local Government Pension Services state that if we do not have our discretionary policies in place, any work relying on them having to refer to our discretionary policy will be returned to us / scheme member as they are unable to administer. Please note that failure to send our discretionary policy to the fund will result in a charge of £150.00 plus £75.00 for every time they need to chase for this document.

4.2. Lone Worker Policy

Appendix B

A risk assessment must be done

4.3. Dignity at Work Policy

Appendix C

A risk assessment must be done, identify any training that might assist with dealing with third party abuse.

Resolved: Unanimously approved with the above action points

23.46.5. 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 employment

23.46.6. To approve the appropriate level of staffing necessary to effectively support the work of the Council

Appendix D/E

The purpose is that both the Clerk's feedback is that we are at capacity and over in some areas. Moving forwards, the Burial Ground has the requirement to be dealt with in a sensitive manner and there is archiving and an ongoing need for it to be managed by a member of staff, either separate or part of existing. Option One: to transfer existing team, Option two: extend contract of existing Clerk. Option 3 retain the role of Burial Ground Clerk & make it self-financing then keep BGC in post.

Burial Ground records need to continue to be archived to be in good order, there is a need for a Burial Ground Clerk.

Resolved: Unanimously approved to go with Option 2 and the existing BG clerk is to be offered a perm contract 4-6 hours a week

23.46.7. To note annual appraisals February 2024 and contractual pay scales for the year ahead

Appendix F

Noted and agreed

23.46.8. To confirm the time and date of the next meeting in 21st May 11.30am

Meeting closed 12.00