



GORING-ON-THAMES PARISH COUNCIL

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

Monday 13th May 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

No representations were made

Members Present:

Chair	Cllr S Lofthouse (SL)
Members	Cllr A Smith (AS)
	Cllr S Bridle (SB)
	Cllr B Newman (BN)
	Cllr R Williamson (RW)
	Cllr N Mallen (NM)

Officers Present:

Clerk	S Edmunds (SE)
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Public and Press: at least 3 members of public

Meeting started 19:30

24.01.1. To elect a Chair for the year ahead [LGA 1972 ss15(2) and 34(2)]

Resolved: Unanimously voted to elect Cllr Sonia Lofthouse.

24.01.1.1. To receive Chairman's declaration of acceptance of office [LGA 1972 s83(4)]

Received and signed by both the Chair and the Clerk

24.01.2. To receive apologies for absence. [LGA 1972 s85(1)]

Cllrs JE and MS gave their apologies.

24.01.3. . Vacant Seats (LGA 1972 s89(6))

24.01.3.1. To note the Council has 2 vacant seats.

Noted

24.01.3.2. To hear representations from anyone wishing to be co-opted to the council and approve co-opting new Councillor(s) to fill the vacant seats.

Representation was made by Toby Thurston.

Resolved: Unanimously approved to coopt Toby Thurston as a new Councillor.

24.01.3.3. To receive declarations of acceptance of office from any co-opted Councillors. To be countersigned by the Clerk

Received and signed.

24.01.4. To elect a Vice-Chairman for the year ahead [LGA 1972 s 15(6) & 34(6)]

Resolved: Unanimously elected JE

24.01.5. To Receive any Declarations of Interests for items on this agenda [LA 2011 s31]

Members 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. (NB this does not preclude any later declarations)

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

SB declared a non- pecuniary interest in Agenda item 26

The following items are listed in the Standing Orders as being required in the Annual Meeting of the Council and are listed in the same order as in the Standing Orders.

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

24.01.6.1. Meeting held on 8th April 2024

24.01.6.2. Matters arising from the minutes not elsewhere on the agenda.

Resolved: Unanimously approved, no matters arising.

24.01.7. To Receive Minutes of Committees

24.01.7.1. Finance Committee

- Meeting Dated 27th February 2024

Appendix A

24.01.7.2. Planning Committee

- Meeting Dated 26th March 2023

Appendix B

all received.

**24.01.8. To approve the Transport Management, Parking and Pedestrian Safety Committee's amendments to the proposals for changes to parking restrictions in Glebe Ride
Appendix C**

Resolved: Unanimously approved to endorse TMPPS amendment to the parking restrictions at Glebe Ride.

24.01.8.1. **To receive an update from the Traffic Management, Parking & Pedestrian Safety Committee** **Appendix D**

Received

24.01.9. To receive the Village Environment Working Group Action List **Appendix E**

Received

24.01.10. Review of delegation arrangements to committees, sub-committees, staff, and other local authorities.

24.01.10.1. To Approve the Scheme of Delegation **Appendix F**

Resolved: Unanimously approved for use.

24.01.11. Review of the terms of reference for committees **Appendix G**

Resolved: Unanimously approved for all committees and WG to review their TOR and bring back to next meeting

24.01.12. Appointment of members to existing committees & working groups
Appendix H

24.01.12.1. To appoint members to the Planning Committee

24.01.12.2. To appoint members to the Staffing Committee

24.01.12.3. To appoint members to the Traffic Management, Parking & Pedestrian Safety Committee

24.01.12.4. To appoint members to the Finance Committee

24.01.12.5. To appoint members to the Public Spaces Village Signage Working Group

24.01.12.6. To appoint members to the Public Spaces Sheepcot Pavilion Working Group

24.01.12.7. To appoint members to the Public Spaces Playgrounds Working Group

24.01.12.8. To appoint members to the Public Spaces Ferry Lane & Rectory Garden Working Group

24.01.12.9. To appoint members to the Village Environment Working Group

24.01.12.10. To appoint members to the New Council Offices Working Group

24.01.12.11. To appoint one member to be the Gap Festival Liaison

24.01.12.12. To appoint members to the Goring Poor Allotment Charity

24.01.12.13. To appoint one member to the Goring Volunteer Trust

24.01.12.14. To appoint one member to the Twinning Association.

24.01.12.15. To appoint one member to the Village Hall Committee

24.01.12.16. To appoint one member in liaison with the Chair to negotiate the terms of the sale of OJFS

Resolved: Unanimously appointed Cllrs to the above Committees, Working Groups and liaison roles. Please see the table below for details.

List of Membership of Committees – subject to acceptance by all including those absent at the meeting and clarification from the monitoring officer where potential conflicts of interest/code of conduct matters apply.

Committee, Working Group (WG) or Liaison	Membership Number	2024/2025 membership
Planning	6, all other Cllrs automatically reserve members if required.	BN RW AS SB MS JE
Staffing	4	AS NM BN SB
the Traffic Management; Parking & Pedestrian Safety	4	RW NM SL TT
Finance	4	JE AS NM +RW when required.
Public Spaces Sheepcot WG	5 (inc. 1 tennis rep & 2 football reps GU GR)	SL MS NM (JC TW CW)
Public Spaces Playgrounds WG	7 (inc. 4 non-Cllr members)	BN AS TTBN AS TT (AP CM LK CD)
Village Environment Working Group	4	RW SB NM BN
New Council Offices Working Group	3	JE SL
Gap Festival Liaison	1	BN
Goring Poor Allotment Charity	3	SB
Goring Volunteer Trust	1	SB
Twinning Association	1	RW
Village Hall Committee	1	TT
OJFS Sale liaison (in conjunction with the Chair)	1	AS
Public Spaces Village Signage Liaison	1	JE
Public Spaces Ferry Lane & Rectory Garden Liaison	1	AS
Long Distance paths WG	1 (+1 non-Cllr-optional)	TT (BN)
Communications WG	4	BN NM JE TT
Emergency Planning WG	1 (+1 non-Cllr-optional)	SB (JH)

24.01.13. Appointment of any new committees or working groups in accordance with standing order 4

24.01.13.1. To appoint a Communications Working Group with TOR to follow

Resolved: Unanimously approved to create the Working Group with the members Cllrs BN,NM,JE,TT.

24.01.13.2. Emergency Planning working group

Resolved: Unanimously approved to create the Working Group with Cllr SB and former Cllr JH as MoP.

24.01.14. Review and adoption of appropriate standing orders and financial regulations

24.01.14.1. To approve and adopt new Standing Orders, updated using the April 2022 version of the NALC Model Standing Orders **Appendix I**

24.01.14.2. To review and approve suitable for use the existing Financial Regulations **Appendix J**

24.01.14.3. To review and approve suitable for use the existing Code of Conduct **Appendix K**

Resolved: Unanimously approved to delegate to the Clerk to establish the training requirements with monitoring officer

24.01.15. Review of arrangements (including legal agreements) with other local authorities, not-for-profit bodies and businesses.

24.01.15.1. To note the Street Light Maintenance Contract and Energy Supply contracts and approve delegating to the Clerk to seek quotes, or tenders as applicable to present to the Council at a future meeting.

noted

24.01.16. Review of inventory of land and other assets including buildings and office equipment

24.01.16.1. To review and approve the Asset Register **Appendix L**

Resolved: Unanimously approved

**24.01.17. Confirmation of arrangements for insurance cover in respect of all insurable risks
Appendix M**

24.01.17.1. To confirm the arrangements for insurance cover in respect of all insurable risks

Confirmed and noted that the Council is in a three year contract with Clear Councils

24.01.18. Review of the Council's and/or staff subscriptions to other bodies **Appendix N**

Resolved: Unanimously approved to continue with the subscriptions on the list.

24.01.19. Review of the Council's complaints procedure **Appendix O**

Resolved: Unanimously approved for use.

24.01.20. Review of the Council's policies, procedures and practices in respect of its obligations under freedom of information and data protection legislation (see also standing orders 11, 20 and 21) **Appendix P**

Resolved: Unanimously approved for use.

24.01.21. Review of the Council's employment policies and procedures

24.01.21.1. To approve delegating this item along with the Civility and Respect Pledge to the Staffing Committee.

Resolved: Unanimously approved to delegate the review to the Staffing Committee

24.01.22. Review of the Council's expenditure incurred under s.137 of the Local Government Act 1972 or the general power of competence.

24.01.22.1. To note, no formal record of expenditure under General Power of Competence has been made, it is the "*power of first resort*" and therefore it can be considered that all spend has been made under General Powers of Competence.

Noted

24.01.23. Determining the time and place of ordinary meetings of the Council up to and including the next annual meeting of the Council.

24.01.23.1. Regular Full Council Meetings, Goring Village Hall, 7:30pm.

2024:10th June; 8th July,9th September; 14th October,11th Nov; 09th December;

2025: 10th February, 10th March;14th April, 12th May – ACM

All confirmed- clerk to send all dates as meeting invites to all Cllrs

The following items are not required by the Standing Orders in the Annual Meeting of the Council.

24.01.24. Neighbourhood Plan

24.01.24.1. To note the Neighbourhood Plan is being monitored by the Planning Committee

Noted

24.01.25. To approve updated versions of the following for the Financial Year 2024-2025

24.01.25.1. To approve the Investment Policy

Appendix Q

Resolved: Unanimously approved for use.

24.01.25.2. To approve a £43,000 transfer between Earmarked Reserves -345 EMR Community Infrastructure Levy" and 348 EMR CIL Playground equipment

As 330 EMR Playground equipment already holds £27,000 the total EMRs for playground equipment (CIL and non-CIL) will be £100,000. The balance of funds needed to build two new playgrounds will be sought via a grant from SODC

Resolved: Unanimously approved for use.

24.01.25.3. To approve updated Reserves Policy

Appendix R

Resolved: Unanimously approved for use.

24.01.25.4. To approve updated Financial Risk Assessment Policy

Appendix S

Resolved: Unanimously approved for use.

24.01.25.5. To approve updated Internal Controls Statement

Appendix T

Including noting WGW will continue as Internal Auditor for the 2024/2025 FY.

Resolved: Unanimously approved for use.

24.01.26. Replacement of Secondary Village Entrance Signs

Appendix U

24.01.26.1. To approve a budget of £2400 to add additional (RHS) bloom award signs to the existing signage.

Resolved: Unanimously approved the maximum cost of £2400 to replace the secondary signs TMPPS were tasked to query the OCCH costs regarding the fixing and fitting of the signs, what are the permitted fonts and any prohibitions regarding appearance.

24.01.26.2. To approve the proposed logos and wording for the signs

Resolved: Unanimously approved to delegate to Planning Committee of 28th May to approve the final design. Cllr BN to seek permission to use the RHS logo and prepare alternatives to the proposed, to be shared with all councillors.

24.01.27. To approve continuing to support Readibus to the end of the financial year (31 March 2024) with paying half the cost

Appendix V

Resolved: Unanimously approved to continue paying half of the cost

24.01.28. To approve the Gap Festival placing flags on the streetlights

Appendix W

Resolved: Unanimously approved subject to a risk assessment being submitted.

24.01.29. To approve new street names in Goring

Appendix X

Resolved: Unanimously approved the name of Stow Close

24.01.30. To note reports from District and County Councillors

24.01.30.1. Oxfordshire County Councillor: F Van Mierlo

Appendix Y

24.01.30.2. Oxfordshire County Councillor: K Bulmer

Appendix Z

24.01.30.3. South Oxfordshire District Councillor: M Filipova-Rivers

Appendix AA

Noted

24.01.31. Matters for future discussion.

24.01.32. To note the date and time of the next meeting Monday 10th June at 19:30

NOTE: Proposals of Motion to be received by the Clerk no later than **31st May**, in accordance with the Standing Orders.

Meeting Closed 21:05