



GORING-ON-THAMES PARISH COUNCIL

Open Spaces Projects:

Playgrounds Working Group

TERMS OF REFERENCE

1 Remit in response to the Thirlwall Open Spaces Report

- To create a fully scoped proposal for the:
- **Bourdillon Field and Playground Equipment**
- **Gardiner Playground Equipment**
- to include:
 - Seeking proposals
 - Seeking quotes for chosen design(s)
 - Obtaining planning permission if required
 - Seeking funding and where applicable applying for grant funding
 - To organise and manage fundraising projects to contribute funding, if needed.
- Where applicable, to work with the other stakeholders, to facilitate individual project, including conducting consultations with user groups.
- phase 2 will be to look at access points, enhancement of seating & shade, paths signage and feasibility of toilet provision.

2 Frequency of Meetings

To hold meetings, public if required, to support the remit and scope of the Bourdillon / Gardiner Playgrounds Working Group.

3 Appointment of Members

The working group will be comprised of three councillor members, who are appointed by the full council, with a quorum of three which must include two Council members. The Working group may also recommend for co-option up to four non-councillor members who are electors of the Parish of Goring-on-Thames for Full Council approval.

Non-Councillor members shall meet the eligibility criteria to be a Councillor in the Parish of Goring-on-Thames.

A chairman shall be appointed at the first meeting of the Working group, and the first meeting after the annual meeting of the parish council each year after that.

4 Process

- Pursue the project as detailed in this ToR and conduct any appropriate consultations, investigations, quote seeking and funding seeking required in the process of forming a final recommendation on the project.



GORING-ON-THAMES PARISH COUNCIL

- Formal regular updates and motions to be brought to the Council for approval.
- Once initiated, look at wider review to include paths, shade areas, benches & toilet provision.

5 Scope

- Where required to define the brief for a professional, expert report from a suitably qualified consultant, and the most appropriate procurement process
- To make regular progress reports to the Full Council
- To keep a written record of the times, places and attendees of each WG meeting, together a brief summary of topics discussed and any resulting actions.
- To provide a written report of WG activities to full Council at least quarterly.
- To obtain advice and information on behalf of the Council from the planning authority
- To obtain and evaluate evidence of the views of residents at large and of special interest groups, including but not limited to groups representing the immediate residents to any project, the elderly and disabled people and parents and carers of young children.
- To consider and make recommendations on the timing and methods of funding of any works the committee recommends, and the Council approves, including pursuing any grant applications.
- Having regard to the results of the 5 items above to recommend to the Council the most appropriate course of action.

6 Review

This Terms of Reference document was approved for use at the meeting of the Parish Council on 08 July 2024, it shall be reviewed periodically.

Signed:

Dated: 08 July 2024

_____, Chair of the Council.