



GORING-ON-THAMES PARISH COUNCIL

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

Monday 12th May 2025 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)

Prior to the start of the meeting; Questions and comments from members of the public (limited to 10 minutes in total)

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.

Public Session – Prior to the Start of the Meeting

MoP says it is unreasonable for the Council to charge for removing green waste

Members Present:

Chair Cllr S Lofthouse (SL)

Members:

Cllr T Thurston (TT)

Cllr M Stares (MS)

Cllr B McKenzie (BM)

Cllr B Urbick (BU)

Cllr N Mallen (NM)

Cllr B Newman (BN)

Cllr R Williamson (RW)

Cllr B Urbick (BU)

Officers Present:

Clerk S Edmunds (SE)

Assistant Clerk M Harper (MH)

Public and Press: Two

Meeting started 19:30

AGENDA

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

Unanimously voted Cllr S Lofthouse as Chair

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

Received and signed by both the Chair and the Clerk

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

Apologies received from Cllr D Bermingham (DB)

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

Unanimously voted Cllr J Emerson as Vice Chair

25.02.4. 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)

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

None

Moved up item 25.2.26

Cllr M Filipova Rivers (MFR) spoke about SODC to say that after 6 yrs of coalition with Greens, LibDems are going it alone. Most of the services were outsourced to Capita, they are slowly reducing this and the next area to disengage is the IT, most of the systems inc planning will have a down period while being transferred onto the new cloud based system. Waste disposal for village halls are being affected, discussions continue.

OCC update in the appendix AJ. Gulley cleaning needs identifying to MFR & OCC to ensure all affected areas are cleared. MFR asked us to consider priority projects that have stalled and let her know.

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.

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

25.02.5.1. Meeting held on 14th April 2025

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

TT says the part nighttime lighting is in the pipeline and to hold on until we know more

25.02.6. To Receive Minutes of Committees

25.02.6.1. Finance Committee

- Meeting Dated 18th March 2025
- Meeting dated 8th April 2025

Appendix A

Appendix B

25.02.6.2. Planning Committee

- Meeting Dated 25th March 2025
- Meeting dated 8 April 2025

Appendix C

Appendix D

25.02.6.3. Travel and Transport Committee

- Meeting Dated 18th March 2025

Appendix E

25.02.6.4. Playgrounds Committee

- Meeting dated 05 March 2025

Appendix F

Unanimously received all the above minutes

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

25.02.7.1. To Approve the Scheme of Delegation

Appendix G

Unanimously approved the scheme of delegation

25.02.8. Review of the terms of reference for committees

Appendix H

Removed the Playgrounds Committee TOR to be brought back to the next meeting.

The rest were reviewed and unanimously approved for use.

25.02.9. Appointment of members to existing committees & working groups

Appendix I

25.02.9.1. To appoint members to the Planning Committee

25.02.9.2. To appoint members to the Staffing Committee

25.02.9.3. To appoint members to the Travel & Transport Committee

25.02.9.4. To appoint members to the Finance Committee

25.02.9.5. To appoint members to the Public Spaces Sheepcot Committee

25.02.9.6. To appoint members to the Public Spaces Playgrounds Committee

25.02.9.7. To appoint members to the Place & Assets Working Group

25.02.9.8. To appoint members to the Communications Working Group

25.02.9.9. To appoint members to work with the Clerk on the OJFS Sale

25.02.9.10. To appoint one member to be the WHBG liaison

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

25.02.9.12. To appoint members to the Goring Poor Allotment Charity

25.02.9.13. To appoint one member to the Goring Fire Brigade Volunteer Trust

25.02.9.14. To appoint one member to the Twinning Association.

25.02.9.15. To appoint one member to the Village Hall Committee

See attached list with changes highlighted

25.02.10. To receive reports from each of the Committees, Working Groups or Village Liaisons:

Where possible they should provide a written report and/or action list in advance of the meeting as per standing orders.

25.02.10.1. To receive an update from Traffic & Transport Committee

Appendix J

25.02.10.2. To receive a report from the Sheepcot Committee

Appendix K

No update until the drawing of the pavilion is complete

25.02.10.3. To receive a report from the Finance Committee

Appendix L

To note a new investment strategy policy to manage the costs of the projects

- 25.02.10.4. To receive a report from the Playgrounds Committee
Letters to residents have gone out. **Appendix M**
- 25.02.10.5. To receive a report from the Place & Assets WG
No meeting since last month **Appendix N**
- 25.02.10.6. To receive an update from the Staffing Committee
No meeting since last month **Appendix O**
- 25.02.10.7. To receive an update from the Comms Working Group
No meeting since last month but they have produced articles of GGN and a playground press release has been prepared, ready to go to HS **Appendix P**
- 25.02.11. Appointment of any new committees or working groups in accordance with standing order 4**
To approve adding emergency planning to the remit of Place & Assets WG
Unanimously approved and new TOR to be submitted for approval.
- 25.02.12. Review and adoption of appropriate standing orders and financial regulations**
- 25.02.12.1. To approve and adopt new Standing Orders, 2025 update (England)
Sections 14 & 18 have been updated by NALC **Appendix Q**
BU suggested amending our standing order 1.b. so it would now read:
"A motion (including an amendment) shall not be progressed unless it has been moved and seconded. The Chair of the meeting, except in the case of co-option or election of Chair and Vice Chair, does not require their proposal to be seconded."
Unanimously approved with the suggested changes
- 25.02.12.2. To review and approve suitable for use the revised Financial Regulations **Appendix R**
Unanimously approved
- 25.02.12.3. To review and approve suitable for use the existing Code of Conduct **Appendix S**
Unanimously approved
- 25.02.13. Review of arrangements (including legal agreements) with other local authorities, not-for-profit bodies and businesses.**
- 25.02.13.1. To note we have a Street Light Maintenance 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 and Added Grass cutting contract with OCC to the list.
- 25.02.14. Review of inventory of land and other assets including buildings and office equipment**
- 25.02.14.1. To review and approve the Asset Register **Appendix T**
Reviewed and unanimously approved.

25.02.15. Confirmation of arrangements for insurance cover in respect of all insurable risks
Appendix U

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

Confirmed and unanimously approved

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

Reviewed, added Parish Online and unanimously approved

25.02.17. Review of the Council's complaints procedure **Appendix W**

Reviewed and unanimously approved

DRAFT

25.02.18. 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*) including the Communications Policy **Appendix X**

Remove 2023 from the footer & update the reviewed date and in Comms Policy section 10 add a reference to the complaints policy

Unanimously approved with the above changes

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

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

Unanimously approved

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

25.02.20.1. 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

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

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

2025: 9th June; 14th July, 8th September; 13th October; 10th November; 8th December;

2026: 9th February 9th March; 13th April, 11th May

Unanimously approved and the Clerk confirmed the Village Hall has been booked.

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

25.02.22. Neighbourhood Plan

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

Noted

25.02.23. To approve updated versions of the following for the Financial Year 2025-2026

25.02.23.1. **Statement of Internal Controls**

Appendix Y

NB changes only in formatting / date / typo correction

Unanimously approved

25.02.23.2. **Financial Risk Assessment and Management Register**

Appendix Z

NB changes only in formatting / date / typo correction

BU said it should include recording the risk of a bank going bankrupt, we have a risk of money in the wrong pot at the wrong time

Unanimously Approved with the above changes

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| <p>25.02.23.3. Review of Effectiveness of Internal Audit <i>NB changes only in formatting / date / typo correction</i> Including noting GWG will continue as Internal Auditor for the 2025/2026 FY. Reviewed and unanimously approved including appointing GWG as internal auditor</p> | Appendix AA |
| <p>25.02.23.4. Reserves Policy <i>NB Change to section 2 Operating (or General) Reserves</i> Unanimously approved</p> | Appendix AB |
| <p>25.02.23.5. Investment Policy and Strategy NB Strategy updated for new FY Unanimously approved</p> | Appendix AC |
| <p>25.02.23.6. Cash Receipts Policy <i>NB changes only in formatting / date / typo correction</i> Unanimously approved</p> | Appendix AD |
| <p>25.02.23.7. Expenses Policy <i>NB changes only in formatting / date / typo correction</i> Unanimously approved</p> | Appendix AE |
| <p>25.02.23.8. Grants Policy <i>NB Council address updated</i> Unanimously approved</p> | Appendix AF |
| <p>25.02.23.9. Loan Agreement Form <i>NB retitled from Loan application</i> Unanimously approved</p> | Appendix AG |
| <p>25.02.24. To approve the IT Policy</p> | Appendix AI |
| <p>25.02.25. Clerks Report</p> | |
| <p>25.02.25.1. To approve a budget of £ 200pm to increase bin emptying to three times a week between Easter and August Bank holidays Unanimously approved</p> | |
| <p>25.02.25.2. To approve a budget of £245 for relocation of the GoTPC Defibrillator to the Community Centre Unanimously approved</p> | |
| <p>25.02.25.3. To approve a budget of £750 to provide a locked wooden bin store and bins for green waste at the Gardiner, cost of emptying to be recharged to the users Unanimously approved subject to a meeting with the users</p> | |
| <p>25.02.25.4. To approve placing pennant flags on the bridge streetlights and designs <i>Subject to final approval by OCC</i> Unanimously approved, final design to be circulated to Cllrs prior to any order being placed</p> | Appendix AH |
| <p>25.02.25.5. To approve continuing No Mow May areas throughout the summer Unanimously approved a trial for 2025</p> | Appendix Ai |
| <p>25.02.25.6. To agree the future use of the original orientation plaque from the station Cllrs asked to bring ideas to the next meeting</p> | |

25.02.26. To note reports from District and County Councillors

25.02.26.1. Oxfordshire County Councillor: M Filipova-Rivers

Appendix AJ

25.02.26.2. ~~South Oxfordshire District Councillor~~

~~Appendix AK~~

25.02.27. Matters for future discussion.

IT Policy

Orientation plaque

Signage for the Bourdillon and other open spaces- include QR codes for further information

Implications of Martyns Law on usage of our open spaces.

Tennis Lease including pickleball

Internal Audit

25.02.28. To note the date and time of the next meeting Monday 9th 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 20:32