



GORING-ON-THAMES PARISH COUNCIL

Open Spaces Projects:

Playgrounds & Recreational Spaces Committee

TERMS OF REFERENCE

1 Remit

To produce proposals for full Council approval for development of the existing play areas on Bourdillon and Gardiner recreation grounds and to explore further recreational activities for children of all ages, including teenagers, and adults, in the Village with reference to recommendations from the Open Spaces Review; produce proposals for Full Council and to manage any resulting redevelopment projects. This remit excludes the Sheepcot Field which is the remit of the Sheepcot Committee although both committees should work together as necessary.

To produce fully costed proposals for signage for Council owned Open Spaces and manage the design and production process for the approved option/s. To review and propose any required refresh of secondary signage in the main village open spaces and manage the replacement process.

2 Meetings

To meet as required.

The Assistant Clerk or Clerk will minute all meetings of the Playgrounds Committee and minutes will be submitted to the Parish Council at the next meeting for adoption.

3 Appointment of Members

The Committee will be comprised of four councillor members and two non-councillor members who are electors of the Parish of Goring-on-Thames. Quorum will be three council members. The non-councillor members shall meet the eligibility criteria to be a Councillor in the Parish of Goring-on-Thames. Members will be appointed by the Parish Council. The Chair will be elected by the Playgrounds & Recreational Spaces Committee at its first meeting. They may also appoint a Vice Chair.

The Playgrounds & Recreational Spaces Committee will, at appropriate times, form an Evaluation Work Group (EWG) for each Council approved project to fully evaluate supplier proposals.

4 Delegated Authority

The Committee has delegated powers to progress Invitation to Tender and Planning Permissions for the Bourdillon and Gardiner playgrounds and for each Council approved project.



5 Scope

- To select the preferred supplier(s), design and a fully costed proposal and implementation plans for Bourdillon and Gardiner playgrounds and make recommendations to Full Council for approval.
- To manage a procurement process for Bourdillon and Gardiner in line with Standing Orders and best practise. To manage the implementation of any new playground projects on the Bourdillon and Gardiner recreation grounds.
- To identify further recreational needs for children and teenagers within the Village and produce costed proposals for implementation for Full Council consideration.
- To make recommendations to Full Council on the timing and methods of funding of any works the Committee recommends, including pursuing any grant applications and community funding.
- To obtain planning permission from the planning authority as appropriate.
- Communicate plans and progress to neighbours and the wider community.
- To obtain Full Council approval to progress projects and form an Evaluation Work Group for each if appropriate and at an appropriate time, and to ensure that it evaluates all Tenders received with an objective process and to best practise.
- Following Council approval, to finalise any contract negotiations with suppliers and manage any resulting implementation projects.
- To make progress reports to each Full Council meeting.

6 Review

This Terms of Reference document was approved for use at the meeting of the Parish Council on 9th March 2026. It shall be reviewed periodically.

Signed:

Dated:

_____, Chair of the Council.