

# Members are summoned to the Meeting of Sonning Common Parish Council

On Monday 20 July at 20.00 hrs by video conference. Due to the regulations regarding the Covid-19 outbreak this meeting will be conducted via Zoom video conference. Further information on any agenda item is available from Sonning Common Parish Council. All Council meetings are open to the public and Press. Please contact the Parish Office on 0118 972 3616 if you wish to participate in this meeting.

## AGENDA

- 21/125 Apologies for absence and declarations of interests: To receive any apologies for absence and any declarations of pecuniary interest and/or requests for dispensations from Members regarding any item on this agenda.
- 21/126 Public Question Time.
- 21/127 Co-option of new Member -
- 21/128 Minutes of previous meetings:
  - 128.01 Finance Committee held on 9 July 2020.
  - 11202 Planning Committees held on 1 and 15 June 2020.
  - 112.03 Parish Council meeting held on 15 June 2020.
- 21/129 County Councillor's Report.
- 21/130 District Councillor's Report.
- 21/131 Parish Clerk's Report - Appendix A attached.
- 20/132 Memorial Hall Field Working Party (MHFWP) update from Mrs Pearman circulated by email.
- 20/117 Village Centre Working Party (VCWP) – update from Mr Howe.
- 20/118 Environment Working Party – update from Mr Stoves.
- 20/119 NDP II preparation – update from Mr Fort.
- 20/120 Plastic Free Communities WP – update from Ms Boorman
- 21/121 Website modernisation – update from Mr Shanagher.
- 21/123 Review COVID19 situation as it affects SCPC.
- 21/124 Audit update – Parish Clerk.
- 21/125 Motion to delegate all Council power to the Finance Committee until September meeting.
- 21/126 Matters for future agendas and Police Matters:

Next meeting: Monday 21 September 2020 at 20.00.



Philip Collings – Parish Clerk

Appendix A  
SONNING COMMON PARISH COUNCIL

Parish Clerk's Report to the meeting on 20 July 2020.

This report is circulated to assist in the effective use of Councillors' time by informing Members of matters by type:

- A. Progress with tasks specifically assigned to the Clerk.
- B. Progress with tasks being overseen by Members.
- C. Matters affecting the day-to-day running of the Council's business.

**Key items in bold.**

	<b>Summary</b>	<b>Source</b>	<b>Resp.</b>	<b>Status</b>
A	Freedom of Information Act 2008. Work continuing to ensure full compliance with publications scheme. Incomplete.	12/16a	Clerk	OPEN
A	Widmore Pond – <b>Bank works complete.</b> Fencing of back pond still to be done.	Clerk	Clerk	OPEN
C	<b>33/35 Peppard Road – still no progress.</b>	Clerk	Clerk	OPEN
A	Implementing Asset Register feature in our Alpha accounting system.	Clerk/BJ	Clerk/BJ	CLOSED
A	<b>Transfer of Kidmore End Memorial Hall to SCPC. Planning under way to formalise soon.</b>	Clerk	Clerk	OPEN
B	Work under way to publicise vacancy on council and identify potential co-optees.	Clerk	Clerk	OPEN
B	<b>Third Bridge – supporting activity to keep in public eye.</b>	Clerk	Clerk	OPEN
B	Resourcing the Neighbourhood Plan update.	Deputy Clerk-RV	Deputy Clerk-RV	OPEN
B	Numerous grant applications being progressed.	Deputy Clerk -BJ	Deputy Clerk -BJ	OPEN
B	MHF Working party – office supporting this long-term activity.	17/079	Clerk	OPEN
B	Village Centre Working Party being supported.	Clerk	Clerk	OPEN
B	Environment Working Party (EWP) being supported.	Clerk	Clerk	OPEN
B	Allotments. No vacant plots.	Clerk	Clerk	OPEN
B	Register of Interests – Individuals must maintain own information.	12/46	Cllrs.	OPEN
B	Village Hall – work to create additional office space ongoing.	Clerk	Clerk	OPEN
C	<b>COVID-19 has created a huge amount of compliance work for play areas and halls but being coped with.</b>	Deputy Clerk -BJ	Deputy Clerk -BJ	OPEN
C	Document standards. Work being done to standardise and index properly as part of developing an operational manual.	Clerk	Clerk	OPEN
C	New GDP Regulations – Effect and implications being worked on and on and on.	Clerk	Deputy Clerk -BJ	OPEN



Philip Collings  
Parish Clerk

# Minutes of the Meeting of Sonning Common Parish Council

Held via Zoom video conference. under the COVID19 arrangements on Monday 15 June 2020 at 20.00 hrs.

Present: Mrs Lewis (Chairman); Ms Boorman; Mrs Diwell; Mr Fort; Mr Howe; Mr Jones Mr Kedge; Mr Rawlins; Mr Shanagher and Mr Stoves plus Mr Collings (Parish Clerk), Mr Fithen (Henley Standard) and Mrs Jenkins (Deputy Clerk)

- 21/109 Apologies for absence: Mr Giles. No declarations.
- 21/110 Public Question Time. N/A
- 21/111 Police Matters: No input.
- 21/112 Minutes of the following meetings were presented and approved individually:
  - 112.01 Finance Committee held on 6 May and 3 June 2020.
  - 112.02 Planning Committee held on 20 May 2020.
  - 112.03 Parish Council meeting held on 18 May 2020.
- 21/113 County Councillor's Report – Cllr Bartholomew commented on his emailed report. The meeting agreed with him that the £5K available in his priority fund should be deployed to support the new FISH office and that SCPC should join with other Paris Councils in actions regarding the 3<sup>rd</sup> Reading Bridge and the emerging Reading Transport Strategy.
- 21/114 District Councillor's Report – Cllr Rawlins pointed out changes to Planning as explained in his emailed report.
- 21/115 Parish Clerk's Report - noted.
- 20/116 Memorial Hall Field Working Party (MHFWP) - Mrs Pearman advised that there is a new application being prepared covering the whole field. It was agreed that this should proceed.
- 20/117 Village Centre Working Party (VCWP) – Mr Howe advised that SODC is supportive of the pre-application plans reviewed.
- 20/118 Environment Working Party – nothing material to report.
- 20/119 NDP II preparation – Mr Fort reported steady progress.
- 20/120 Plastic Free Communities WP – have been unable to meet.
- 21/121 Website modernisation – Mr Shanagher will arrange for proposals to be reviewed with the parish office team.
- 21/122 Parish Office works – it was resolved to agree a budget of up to £4.5K to enable alterations to the hall to provide better office space and storage.
- 21/123 Review COVID19 situation as it affects SCPC – discussion revealed few concerns.
- 21/124 Matters for future agendas – external audit.

Next meeting: Monday 20 July 2020 at 20.00.

Chairman: .....

Dated: .....