

Members are summoned to
**THE ANNUAL MEETING of
SONNING COMMON PARISH COUNCIL**

On Monday 19 May 2014 at 19.30 hrs in the Village Hall, Wood Lane, Sonning Common.

Public and Press are invited to attend

AGENDA

- AMPC14.1 To elect the Chairman of the Council and to receive the Chairman's Declaration of Acceptance of Office.
- AMPC14.2 To elect the Vice Chairman and to receive the Vice Chairman's Declaration of Acceptance of Office.
- AMPC14.3 To receive apologies for absence.
- AMPC14.4 To receive any declarations of interest from Members: To receive any declarations of pecuniary interest and/or requests for dispensations from Members regarding any item on this agenda.
- AMPC14.5 Public Participation. An opportunity for members of the public to raise questions about and comment on items on the agenda. This session is limited to 15 minutes (3 minutes per person).
- AMPC14.6 To nominate and appoint Councillors as members of the:
AMPC14.6.1 Finance Committee;
AMPC14.6.2 Planning Committee.
- AMPC14.7 To confirm the membership of sub-committees, working parties etc. See Appendix A for current memberships.
- AMPC14.8 To nominate or reconfirm Councillors to represent the Parish Council on or to relevant external bodies. See Appendix A for current memberships.
- AMPC14.9 To confirm the continuing appropriateness of the Standing Orders for Sonning Common Parish Council as adopted on 21 October 2013.
- AMPC14.10 To consider amendments to parts 4, 11 and 12 of Financial Regulations to be proposed by Mr Stoves –.
- AMPC14.11 To confirm that the next Annual Meeting will be on Monday 18 May 2015.

ROUTINE BUSINESS

- 15/016 To ratify the Minutes of the Finance Committee meetings held on 9 April and 7 May 2014.
- 15/017 To approve the Minutes of previous meetings:
017.01 Planning Committees held on 7 and 14 April and 6 May 2014
017.02 Parish Council meeting held on 14 April 2014
- 15/018 To receive the County Councillor's Report
- 15/019 To receive the District Councillor's Report
- 15/020 To receive the Parish Clerk's Report - Appendix B attached
- 15/021 Skatepark progress: Mrs Lewis will advise on progress being made.
- 15/022 Neighbourhood Development Plan: Mr Greenwood will give a progress report and propose that a special meeting of the Parish Council be convened on 18 August specifically to ratify the draft of the Neighbourhood Development Plan.
- 15/023 To agree Council's final input to SODC's Community Governance Review Working Group restating position on their proposals of February. Draft to be circulated separately.
- 15/024 Matters for future consideration.

Next meeting: Monday 16 June 2014 at 20.00



Philip Collings
Clerk to the Parish Council

Appendix A

Committees and Working Parties

Members are nominated by Council and each elects a Chairman and may also elect a Vice-Chairman if desired. Working Parties may co-opt people who are not Councillors but such co-options are decided by the Working Party not by Council.

Finance Committee now:

John Stoves
Jo Hunt
Chrissie Phillips-Tilbury
Dirk Jones
Douglas Kedge
Barrie Greenwood
Carole Lewis (substitute)

Planning Committee now:

Gail Noble
Barrie Greenwood
Jo. Hunt
Colin Reynolds
Carole Lewis
Leigh Rawlins
John Stoves (non-voting ex officio as Vice Chair. Also voting substitute.)
Douglas Kedge (non-voting ex officio as Chair. Also voting substitute.)

Skate Park Working Party

Carole Lewis
Dirk Jones
Douglas Kedge
Chrissie Phillips-Tilbury

Neighbourhood Development Plan Working Party.

Barrie Greenwood
Leigh Rawlins
Colin Reynolds
Tom Fort

Widmore Pond Committee

Jane Diwell
Tom Fort

Footpaths Working Party

John Stoves
Gail Noble

External Bodies: Council is represented by custom or by requirement on various external bodies. Current representation is as follows:

Allotments Committee

John Stoves.

Village Hall Management Committee

Barrie Greenwood.

S.C. Magazine Committee

Tom Fort

Club SC

Colin Reynolds.

Sonning and District Welfare and Educational Trust

Jane Diwell.

Chiltern Edge Community Association

Jo Hunt

Poor's Land Trust – two trustees required from SCPC

Jo Hunt.
Leigh Rawlins

On Your Bike (Health Centre) Committee

Tom Fort.

Appendix B
SONNING COMMON PARISH COUNCIL
Parish Clerk's Report to the meeting on 19 May 2014

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;
- D. Regulatory and legislative changes anticipated.

	Summary	Source	Resp.	Status
A	Car park flooding. Still awaiting Co-operative's plans for a longer term solution.	Clerk	Clerk	OPEN
A	2A Grove Rd site. Suggestion for development received for discussion. No progress yet.	Clerk	Clerk	OPEN
A	Freedom of Information Act 2008. Work continuing to ensure full compliance with publications scheme. Incomplete.	12/16a	Clerk	OPEN
A	Hedges – work being authorised for PC hedges to be cut.	13/070	Clerk	OPEN
A	Knotweed – keeping pressure on OCC to clear hedge outside 33/35 Peppard Road.	Mr Jones	Clerk	OPEN
A	Clearance – arrangements made for Baskerville Rd play area and Scout Hut hedges etc to be cleared by Community Payback.	Clerk	Clerk	OPEN
A	Corner of Wood Lane and Green Lane – liaising with owners to agree use of red phone box site and to seek repairs to paving. Awaiting proposals.	Clerk	Clerk	OPEN
A	Year-end work. Preparing accounts and for audits.	Clerk	Clerk	OPEN
A	Additional office – work underway to make this ready.	Clerk	Clerk	OPEN
B	Allotments. All are let. Total arrears of £55.00 being pursued.	Clerk	Clerk	OPEN
B	Private hedges – letters sent to properties identified as problematic. To be featured on next Parish Page.	Chairman + Clerk	Clerk	CLOSED
B	Village Hall insulation and acoustics. Quotes being received.	Clerk	Clerk	OPEN
B	Register of Interests – Individuals must maintain own information.	12/46	Cllrs.	OPEN
B	Brind's Copse – awaiting agreement on future use of the site. .	Clerk	Clerk	OPEN
B	Skatepark – supporting fundraising and project activity around re-tendering.	SPWP	Clerk	OPEN
C	Neighbourhood Development Plan. Support work continuing for next phase.	Clerk	Clerk	OPEN
C	Document standards. Work being done to standardise and index properly as part of developing an operational manual.	Clerk	Clerk	OPEN
C	Data Protection Act and individual Councillors. Please discuss with the Clerk individually.	Clerk	Clerk	OPEN
D	Boundary review – ongoing issue see agenda.	Clerk	Clerk	OPEN



Philip Collings
Parish Clerk