

Members are summoned to: THE ANNUAL MEETING of SONNING COMMON PARISH COUNCIL on Monday 15 May 2017 at 19.30 hrs in the Village Hall, Wood Lane, Sonning Common. Public and Press are invited to attend.

AGENDA

- AMPC17.1 To elect the Chairman of the Council and to receive the Chairman's Declaration of Acceptance of Office.
- AMPC17.2 To elect the Vice Chairman and to receive the Vice Chairman's Declaration of Acceptance of Office.
- AMPC17.3 To receive any apologies for absence.
- AMPC17.4 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.
- AMPC17.5 Public Participation. Members of the public may raise questions about and comment on items on the agenda. This session is limited to 15 minutes (3 minutes per person).
- AMPC17.6 To approve the minutes of the Annual Meeting held on 16 May 2016.
- AMPC17.7 To nominate and appoint Councillors as members of the:
AMPC17.7.1 Finance Committee;
AMPC17.7.2 Planning Committee.
- AMPC17.8 To confirm/nominate members of sub-committees, working parties etc. See Appendix A for current memberships.
- AMPC17.9 To nominate or confirm Councillors to represent the Parish Council on or to relevant external bodies. See Appendix A for current memberships.
- AMPC17.10 To confirm the continuing appropriateness of the Standing Orders for Sonning Common Parish Council as adopted on 21 October 2013.
- AMPC17.11 To confirm that the next Annual Meeting will be on Monday 15 May 2018.

ROUTINE BUSINESS

- 18/012 To approve the Minutes of previous meetings:
012.02 Finance Committee meeting held on 3 May 2017.
012.02 Planning Committee held on 24 April 2017
012.03 Parish Council meeting held on 24 April 2017
- 18/013 To receive the County Councillor's Report
- 18/014 To receive the District Councillor's Report
- 18/015 To receive the Parish Clerk's Report - Appendix B attached
- 18/016 To consider the Police report
- 18/017 To confirm the renewal of Insurance for the Council from 1 June 2017 with Hiscox.
- 18/018 To review and approve the Internal Auditor's Report and the External Audit submission for 2016/17 as circulated separately.
- 18/019 General Power of Competence: To confirm that the Parish Council continues to meet the criteria needed to use this power.
- 18/020 To confirm acceptance of the annual update of the Risk Assessment and the Asset Register as circulated separately.
- 18/021 To re-adopt the Council's current Financial Regulations.
- 18/022 Casual Vacancy: To initiate a process to recruit a new member to fill the vacancies caused by the resignation of Mr I'Anson
- 18/023 Potential Woodland purchase: To determine whether the Council should attempt to purchase the woodland adjacent to Old Copse currently on offer at c.£50,000.
- 18/024 Matters for future consideration.
- Next meeting: Monday 19 June 2017 at 20.00



Philip Collings
Clerk to the Parish Council

Appendix A

Council Chairman now: Douglas Kedge. **Vice-Chairman** now: John Stoves

Committees and Working Parties

Members are nominated by Council and each elects a Chairman and may also elect a Vice-Leigh Rawlins; Tom Fort; Stan Rust 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. A Committee may not have more than six members – 50% of the council itself.

Finance Committee now: John Stoves (Chair); Chrissie Phillips-Tilbury; Dirk Jones; Douglas Kedge; Barrie Greenwood; Carole Lewis.

Planning Committee now: Carole Lewis (chair); Leigh Rawlins; Tom Fort; Stan Rust; Douglas Kedge; John Stoves (non-voting ex officio as Vice Chair)

Trees Committee: Stan Rust (Chair); Tom Fort; Dirk Jones; Douglas Kedge.

Neighbourhood Development Plan Working Party now: Barrie Greenwood; Leigh Rawlins; Tom Fort plus co-opted members.

Memorial Hall Field Working Party (MHFWP): Leigh Rawlins; Vacancy; Chaired by Diana Pearman with several active co-opted members. Parish Clerk and Deputy both attend as members.

Village Centre Working Party (VCWP): Stuart Howe (Chair); Jane Diwell; Tom Fort; Chrissie Phillips-Tilbury; Leigh Rawlins; Stan Rust. Parish Clerk and Deputy both attend as members. Co-options will take place soon.

Recreation Working Party (Skate Park) now: Carole Lewis; Dirk Jones; Douglas Kedge; Chrissie Phillips-Tilbury.

Widmore Pond Committee now: Jane Diwell; Tom Fort

Footpaths Working Party: John Stoves; (1 vacancy).

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.

Sonning Common Magazine Committee: Tom Fort

Club SC: Dirk Jones.

Sonning and District Welfare and Educational Trust: Jane Diwell.

Chiltern Edge Community Association: Chrissie Phillips-Tilbury

Poor's Land Trust: Leigh Rawlins; Bernard Winnington.

On Your Bike (Health Centre) Committee: Tom Fort.

Police Neighbourhood Action Group: Douglas Kedge

Scouts/Guides Hut Management Committee: Tom Fort

Appendix B SONNING COMMON PARISH COUNCIL

Parish Clerk's Report to the meeting on 15 May 2017

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	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 outside and on land inside 33/35 Peppard Road. Seeking action from OCC Highways.	Clerk	Clerk	OPEN
A	New vandalism problems in Play areas reported to TVP and being dealt with.	Deputy Clerk	Deputy Clerk	OPEN
A	Electricity poles in Wood Lane. No news at present.	Clerk	Clerk	OPEN
A	SODC to reinstate litter bin at corner Ashford Ave and Reade's Lane and investigating replacement of lamppost mounted ones.	Deputy Clerk	Deputy Clerk	OPEN
A	New noticeboard – site identified agreement sought from SOHA.	Clerk	Clerk	OPEN
B	MHF Working party – office supporting this long term activity. VAT expertise obtained and planned for.	17/079	Deputy Clerk	OPEN
B	Village Centre Working Party being supported.	Clerk	Clerk	OPEN
B	Trees Working Party being supported	Deputy Clerk	Deputy Clerk	OPEN
B	Allotments. One full and one half plot vacant.	Clerk	Clerk	OPEN
B	Register of Interests – Individuals must maintain own information.	12/46	Cllrs.	OPEN
B	Parking in Pages Orchard and Ashford Avenue. SOHA planning 14 new parking spaces. Liaising re next steps.	15/082	Clerk	OPEN
C	New Member recruitment. Supporting this activity	Resignation	Deputy Clerk	OPEN
C	Village Hall – changes to management being addressed with SCVHMC and legal advisers.	Clerk	Clerk	NEW
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



Philip Collings
Parish Clerk