

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

On Monday 13 May 2019 at 19.30 hrs in the Village Hall Wood Lane Sonning Common to be followed by a Meeting of the Parish Council. Public and Press are welcome to attend

AGENDA

- AMPC19.1 To elect the Chairman of the Council and to receive the Chairman's Declaration of Acceptance of Office.
- AMPC19.2 To elect the Vice Chairman and to receive the Vice Chairman's Declaration of Acceptance of Office.
- AMPC19.3 To receive any apologies for absence.
- AMPC19.4 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.
- AMPC19.5 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).
- AMPC19.6 To approve the minutes of the Annual Meeting held on 14 May 2018.
- AMPC19.7 To nominate and appoint Councillors as members of the:
- AMPC19.7.1 Finance Committee;
- AMPC19.7.2 Planning Committee.
- AMPC19.8 To confirm/nominate members of sub-committees, working parties etc. See Appendix A for current memberships.
- AMPC19.9 To nominate or confirm Councillors to represent the Parish Council on or to relevant external bodies. See Appendix A for current memberships.
- AMPC19.10 To confirm the continuing appropriateness of the Standing Orders for Sonning Common Parish Council as adopted on 21 October 2013.
- AMPC19.11 To confirm that the Parish Council is qualified to use the General Power of Competence.
- AMPC19.12 To confirm that the next Annual Meeting will be on Monday 11 May 2020.

Parish Council AGENDA

- 20/015 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.
- 20/016 Public Question Time under Section 30 of Standing Orders. This session is limited to 15 minutes in total.
- 20/017 Police Matters: To consider any report circulated by email.
- 20/018 To approve Minutes of previous meetings:
 - 018.01 Finance Committee held on 10 April 2019.
 - 021.02 Planning Committees held on 15 April 2019.
 - 021.03 Parish Council meeting held on 15 April 2019.
- 20/019 County Councillor's Report.
- 20/020 District Councillor's Report.
- 20/021 Parish Clerk's Report - Appendix B attached.
- 20/022 Memorial Hall Field Working Party (MHFWP) update.
- 20/023 Village Centre Working Party (VCWP) – update.
- 20/024 Environment Working Party – no report.
- 20/025 Risk Assessment and Asset Register – to review and approve these documents as circulated.
- 20/026 To consider a proposal in principle that the Parish Council should take over by transfer the ownership and trusteeship of the Kidmore End Memorial Hall
- 20/027 Mrs Lewis will preview the Annual Parish meeting on 21 May.
- 20/028 Matters for future agendas.

Next meeting: Monday 17 June 2019 at 20.00.



Philip Collings - Parish Clerk

Appendix A

Council Chairman now: Carole Lewis. **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-Chairman if desired. A Committee may not have more than six members – 50% of the council itself. Working Parties may co-opt people who are not Councillors and such co-options are decided by the Working Party not by Council.

Finance Committee now: John Stoves (Chair); Douglas Kedge; Carole Lewis; Leigh Rawlins and two vacancies.

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

Environment Working Party John Stoves (Chair); Jane Diwell; Tom Fort; Dirk Jones; Douglas Kedge. No Co-optees so far. Has absorbed Widmore Pond WP.

Neighbourhood Development Plan 2 Working Party now: Tom Fort (Chair); Barrie Greenwood; Stuart Howe; Leigh Rawlins; plus co-opted members.

Memorial Hall Field Working Party (MHFWP): Diana Pearman (Chair); Leigh Rawlins; plus several active co-opted lay members. Parish Clerk and Deputy both attend.

Village Centre Working Party (VCWP) now: Stuart Howe (Chair); Vicky Boorman; Jane Diwell; Tom Fort; Brian Giles; Leigh Rawlins. Parish Clerk and Deputy both attend. Lay co-options taking place soon.

Recreation Working Party (Skate Park) now: Carole Lewis; Douglas Kedge. Suggest this should now take in oversight of three play areas.

Footpaths Working Party: John Stoves; Vacancies.

ClubSC Working Party: Vacancies; Parish Clerk or Deputy; Other members as ToR.

Village Hall Working Party: To be nominated.

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

Allotments Committee: John Stoves.

Sonning Common Magazine Committee: Tom Fort

Sonning and District Welfare and Educational Trust: Jane Diwell.

Chiltern Edge Community Association: Vacancy.

Poor's Land Trust: Leigh Rawlins; Vacancy.

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

Scouts/Guides Hut Management Committee: Tom Fort; Stuart Howe.

Appendix B

SONNING COMMON PARISH COUNCIL

Parish Clerk's Report to the meeting on 13 May 2019.

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.

	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	33/35 Peppard Road. Still seeking action from SODC.	Clerk	Clerk	OPEN
A	Widmore Pond – posts to protect northern grassed area on order. Fencing of back pond to be agreed.	Clerk	Clerk	OPEN
A	Village Hall re-roofing – Organising date for works. Woodwork above painted in advance.	BJ	BJ	OPEN
A	Implementing Asset Register feature in our Alpha accounting system.	Clerk/BJ	Clerk/BJ	OPEN
B	Resourcing the Neighbourhood Plan update.	Deputy Clerk	Deputy Clerk	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	Lockup garage in Brinds Close – purchase under way.	Clerk	Clerk	OPEN
B	Register of Interests – Individuals must maintain own information.	12/46	Cllrs.	OPEN
B	Design work on Village Hall to create space for FISH is under way.	Clerk	Clerk	OPEN
C	Office Resourcing – Ros has returned part time and Becky Jenkins is supporting ClubSC, grant applications, GDPRs and website update. Organising IT update.	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	New GDP Regulations – Effect and implications being worked on and on and on.	Clerk	Deputy Clerk	OPEN



Philip Collings
Parish Clerk