

Members are summoned to the meeting of Sonning Common Parish Council

On Monday 10 September 2012 at 20.00 hrs in the Village Hall Wood Lane Sonning Common. Public
and Press are welcome to attend

AGENDA

- 13/058 Apologies for absence
- 13/059 Declarations of Interests by Members on Agenda Items: It is each Member's responsibility to advise the Clerk promptly of changes to his/her Register of Interests.
- 13/060 Public Question Time under Section 30 of Standing Orders
- 13/061 Co-option of a new Councillor. To fill the vacancy arising from the resignation of Mrs S MacGowan. Mr L Rawlins is the only person to have applied to fill this vacancy. He will present himself for questioning after which a vote will be taken on his application. If successful he will sign his Declaration and join the meeting.
- 13/062 To ratify the Minutes of the Finance Committee meeting held on 8 August 2012
- 13/063 To receive and approve the Minutes of previous meetings:
063.01 Planning Committees held on 16 July, 6 August and 29 August 2012.
063.02 Parish Council meeting held on 16 July 2012
- 13/064 To receive the County Councillor's Report
- 13/065 To receive the District Councillor's Report
- 13/066 To receive the Parish Clerk's Report - Appendix A attached.
- 13/067 External Audit report: The Parish Clerk/RFO will present the completed annual return to the council including the audit opinion that there are no matters of concern. The Council will then be asked to approve and accept the annual return.
- 13/068 Naming of new development. SODC has asked the Council to suggest road names for the development at what was 201 Kennylands Road. The developer is marketing it as Maple Wood.
- 13/069 Allotment Rentals: Proposals are being developed for significant and necessary improvements to the Allotments site to be brought to Council for approval when ready as they will require funding beyond what is raised by rentals. The new letting year starts on 1 October. Tenants were advised last year that a further rise in whole plot annual rentals from £20 to £25 was likely. Whilst this will only raise some £225 it is felt to be justifiable as our rents are still low compared to other sites. Mr Stoves will ask Council to approve this increase so that bills can be sent out.
- 13/070 Roadside hedges: Many residents have expressed concern at the degree of hedge overgrowth onto our roads. OCC have made clear that they do not have funds to cut hedges where they see no serious risk to road users and advise asking landowners/tenants to do the work. As Allotments Manager the Parish Clerk will therefore commission the cutting of the hedges outside the site. There are other areas where hedge growth is causing concern and Council is asked to consider funding cutting where ownership is unclear or owners are unable to carry out the work themselves. In some cases costs may be recoverable.
- 13/071 Neighbourhood Plan: Mr Greenwood will advise on progress being made and issues identified and also outline the plans for the Design Day to be held on 15 September.
- 13/072 Rollerpark progress: Mr Stoves will advise on progress made and the open day on 1 September.
- 13/073 Police Report: The Chairman will update Council on the new arrangements for a monthly contact with the local police.
- 13/074 Matters for future consideration.

The next Meeting will be on Monday 15 October 2012 at 20.00.



Philip Collings
Parish Clerk

Appendix A
SONNING COMMON PARISH COUNCIL
Parish Clerk's Report to the meeting on 10 September 2012

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	Letter sent to owners of land behind PO to enquire if it could be made available for parking. No response.	Clerk	Clerk	OPEN
A	2A Grove Rd site. Owners still preparing development options.	Clerk	Clerk	OPEN
A	Co-op – plans for car park works still being chased.	Clerk	Clerk	OPEN
A	Freedom of Information Act 2008. Work continuing to ensure full compliance with publications scheme. Incomplete.	12/16a	Clerk	OPEN
A	Allotments –Plans now being made for improvements needed. All water taps replaced to comply with regulations.	12/113	Mr Stoves + Clerk	OPEN
A	Play Areas 2 nd waste bin in Baskerville Road about to go in.	Clerk	Clerk	OPEN
A	Swings repaired in Baskerville Road play area.	Clerk	Clerk	OPEN
B	Register of Interests – Individuals must maintain own information.	12/46	Cllrs.	OPEN
C	Neighbourhood Development Plan. This has imposed a significant workload on the office but just about staying afloat.	Clerk	Clerk	OPEN
C	Recruitment of Deputy Clerk. Post advertised and at least one strong application has been made. Budget to be agreed.	F13/045	Cllrs/Clerk	OPEN
C	Quality Parish Council. Clerk developing portfolio to obtain CiLCA certification. Attending first course in September.	Clerk	Clerk	OPEN
C	Document standards. Work being done to standardise and index properly as part of assistant clerk developing operational manual.	Clerk	Clerk	OPEN
C	Data Protection Act and individual Councillors. Please discuss with the Clerk individually.	Clerk	Clerk	OPEN
C	Information Commissioner's Office has notified us that a complaint made on 31.12 2011 by a Mrs P Hughes under FoI has to be acted upon. Parish Clerk to resolve.	Clerk	Clerk	OPEN



Philip Collings
Parish Clerk