

Members are summoned to the meeting of
Sonning Common Parish Council

On Monday 16 April 2012 at 20.00 hrs in the Village Hall Wood Lane Sonning Common.
Public and Press are welcome to attend

AGENDA

- 13/001 Apologies for absence
- 13/002 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 or Register of Gifts and Hospitality.
- 13/003 Public Question Time under Section 30 of Standing Orders
- 13/004 To ratify the Minutes of the Finance Committee meeting held on 4 April 2012
- 13/005 To receive and approve the Minutes of previous meetings:
 - 005.01 Planning Committee held on 19 March and 2 April 2012
 - 005.02 Parish Council meeting held on 19 March 2012
- 13/006 To receive the Police Report
- 13/007 To receive the County Councillor's Report
- 13/008 To receive District Councillor's Report
- 13/009 Parish Clerk's Report: See Appendix A attached.
- 13/010 Skatepark: The Parish Clerk will update the meeting on progress made on site acquisition and likely dates for contracts etc. Next steps to be discussed
- 13/011 Widmore Pond: A proposed amended constitution that conforms to SCPC Standing Orders will be circulated with a view to it being ratified at the AMPC on 14 May.
- 13/012 Neighbourhood Plan: Mr Greenwood will advise on progress and future events and activities.
- 13/013 Standing Orders and Financial Regulations: Amendments proposed by the Finance Committee will be circulated at the meeting for approval with the intention of their being included in the complete set of both documents to be ratified at the AMPC on 14 May.
- 13/014 Horticultural Society Cup: Mr Kedge will propose that the Council should acquire and present an engraved cup – The Sonning Common Parish Council Cup - to the Horticultural Society for their use as an annual award as they see fit.
- 13/015 Poor's Land Charity Representation: The Council has been asked to re-nominate Mr D R Hepburn as it's representative Trustee from 1 January 2012 until 31 December 2015. He has served in this role since 1 January 2000.
- 13/016 Annual Parish Meeting on 14 May: Details of this meeting to be finalised.
- 13/017 Matters for future consideration:

The next Meetings will be:

Monday 14 May 2012 at 18.30 – Annual Meeting of the Parish Council

Monday 14 May 2012 at 19.30 – Annual Parish Meeting of Electors

Monday 21 May at 20.00.



Philip Collings
Parish Clerk

Appendix A
SONNING COMMON PARISH COUNCIL
Parish Clerk's Report to the meeting on 16 April 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;

A	Notice Boards – four new and one refurbished one are in place. Last two to be in by 16 April.	Clerk	Clerk	OPEN
A	Letter sent to owners of land behind PO to enquire if it could be made available for parking. No response yet.	Clerk	Clerk	OPEN
A	Owners of 2A Grove Rd have made contact and are now pursuing tree safety works and site development options.	Clerk	Clerk	OPEN
A	Co-op have sent in contractors to plan works to fulfil their obligations.	Clerk	Clerk	OPEN
A	Legal Title. Progress being made to ensure that Parish Council property is registered with the Land Registry.	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 – new agreement to be sent to all tenants. Late payers to be given final warnings. Three on waitlist.	12/113	Mr Stoves + Clerk	OPEN
A	Play Area gates. Second replacement gate on order.	Clerk	Clerk	OPEN
A	Play Area notices. All put up except 2 nd at Baskerville Road – to go up when new gate in place.	Clerk	Clerk	OPEN
A	Play Area Reporting. See agenda item 12/191.	12/09.01	Clerk	CLOSED
A	Baskerville Road 2 nd litter bin - awaiting response from SODC.	Clerk	Clerk	OPEN
B	Road Crossing petition. Success – see agenda item 12/190.	12/111	Clerk	CLOSED
B	Register of Interests – Individuals must maintain own information.	12/46	Cllrs.	OPEN
B	Footpath repairs. Discussions ongoing re next steps.	12/75	Clerk	OPEN
C	Internal Audit largely complete.	Clerk	Clerk	OPEN
C	External Audit – dates and instructions have been received and are being actioned.	Clerk	Clerk	OPEN
C	Quality Parish Council. Clerk developing portfolio to obtain CiLCA certification.	Clerk	Clerk	OPEN
C	Document standards. Work will be done to standardise and index properly.	Clerk	Clerk	OPEN
C	Data Protection Act and individual Councillors. Please discuss with the Clerk individually.	Clerk	Clerk	OPEN



Philip Collings
Parish Clerk