

Members are summoned to the meeting of Sonning Common Parish Council

Public and Press are welcome to attend

Date: Monday 19 December 2011 at 20.00 hrs.

Venue: The Village Hall Wood Lane Sonning Common.

AGENDA

- 12/118 Apologies for absence
- 12/119 **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.
- 12/120 Public Question Time under Section 30 of Standing Orders
- 12/121 To ratify the Minutes of the Finance Committee held on 7 December 2011
- 12/122 To receive and approve the Minutes of previous meetings:
 - 122.01 Planning Committees held on 21 November and 5 December 2011
 - 122.02 Parish Council meeting held on 21 November 2011
- 12/123 To receive the Police Report
- 12/124 To receive the County Councillor's Report
- 12/125 To receive District Councillor's Report
- 12/126 Parish Clerk's Report: See Appendix A attached.
- 12/127 Noticeboards: Mrs Phillips-Tilbury will propose that the Parish Council embark on the phased replacement of Noticeboards at the rate of two per financial year.
- 12/128 Town and Parish Forum Feedback: Ms Noble and Mr Rooke will provide feedback from their recent attendance at this event.
- 12/129 Neighbourhood Plan: Mr Greenwood will report on progress made on this matter and propose an approach to funding and resourcing the next steps. A proposed letter on the subject to SODC will be circulated for approval.
- 12/130 Play Areas: The Play Areas Working Party will seek authorisation from the Parish Council for two motions as follow:
 - 12/130.01 The Parish Council authorises the Play Areas Working Party and the Clerk to pursue the establishment of a bye-law restricting use of the three play areas to children under the age of 12.
 - 12/130.02 The Parish Council authorises the Play Area Working Party and the Clerk to initiate and follow the procedure for banning dogs from the three play areas.
- 12/131 Car Parking: Mr Stoves and Ms Noble to lead a discussion on suggestions to improve this situation.
- 12/132 Village Hall Windows: The Parish clerk will seek authorisation to spend £1,590 on the provision of two opening windows at the top of the Village hall.
- 12/133 Poor Lands Trust: The Parish Council is asked to nominate a representative to replace Mrs Hargreaves who is standing down after many years.
- 12/134 Matters for future consideration:
 - The Precept Meeting will be on Thursday 5 January at 19.30 hrs.
 - The next Meeting will be on Monday 16 January 2012 at 20.00 hrs.



Philip Collings
Parish Clerk

Appendix A SONNING COMMON PARISH COUNCIL

Parish Clerk's Report to the meeting on 19 December 2011

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	Allotments. Software has been delivered and installed and was used to issue all invoices etc for the next year. Two allotments now available.	Clerk	Clerk	CLOSED
A	Hedge cutting and path scrub cutting complete - see next item.	Clerk	Clerk	CLOSED
A	Rehabilitation of offenders. Communications opened with HMP Huntercombe. Quite a large project now identified around the allotments.	12/115	Clerk/Mr Reynolds	OPEN
A	Village Hall hearing loop. This has failed and a replacement has been ordered for installation on 15 December. Amplifier is also on its last legs.	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	Budget and Precept preparation. Supporting documentation is being finalised in time for 4 and 5 January meetings.	Clerk	Clerk	OPEN
A	Freedom of Information Act 2008. Work continuing to ensure full compliance with publications scheme. Incomplete.	12/16a	Clerk	OPEN
A	Play Area gates. The new gates to Baskerville Road play area have both been broken. Supplier quoting for stronger fixings.	Clerk	Clerk	OPEN
A	Play Area Reporting. Considering online reporting.	12/09.01	Clerk	OPEN
A	Baskerville Road 2 nd litter bin - awaiting response from SODC.	Clerk	Clerk	OPEN
B	Road Crossing petition. Councillor Viney and Highways attended and will make a proposal for a new solar powered SID.	12/111	Mr Jones /Clerk	OPEN
B	Register of Interests – Individuals must maintain own information.	12/46	Cllrs.	OPEN
B	Winter preparedness. All equipment now in store and volunteer list being managed by Mr Jones.	12/77	Clerk/Mr Jones	OPEN
B	Footpath repairs. Discussions ongoing re next steps.	12/75	Clerk	OPEN
C	Work to begin shortly on Budget and Precept for 2012/13	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