

Members are summoned to the rescheduled Meeting of  
**Sonning Common Parish Council**

**On Monday 16 November at 19.45 hrs** by video conference. Due to the regulations regarding the Covid-19 outbreak this meeting will be conducted via Zoom video conference. Further information on any agenda item is available from Sonning Common Parish Council. All Council meetings are open to the public and Press. Please contact the Parish Office on 0118 972 3616 if you wish to participate in this meeting.

**AGENDA**

- 21/181 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.
- 21/182 Public Question Time.
- 21/183 Minutes of previous meetings:
  - 183.01 Finance Committee held on 4 November 2020.
  - 183.02 Planning Committee held on 19 October 2020.
  - 183.03 Parish Council meeting held on 21 September 2020.
- 21/184 County Councillor's Report.
- 21/185 District Councillor's Report and briefing on SCPC's proposed response to the Local Plan public consultation.
- 21/186 Parish Clerk's Report - Appendix A attached.
- 21/187 Village Centre Working Party (VCWP) – update from Mr Howe.
- 21/188 Environment Working Party – update from Mr Stoves.
- 21/189 Plastic Free Communities WP – update from Ms Boorman
- 21/190 Policies: to review and renew or accept six policies concerning:
  - 190.01 Bullying & Harassment
  - 190.02 Complaints Procedure
  - 190.03 Equality and Diversity
  - 190.04 Health and Safety
  - 190.05 Media
  - 190.06 Social Media
- 21/191 Memorial Hall Field Working Party (MHFWP) update from Mrs Pearman.
- 21/192 NDP II preparation – update from Mr Fort.
- 21/193 Matters for future agendas.
- 21/194 Commercially confidential matter to be discussed without Press or Public present.

Next meeting: Monday 14 December 2020 at 19.00.

Signed by  
Philip Collings – Parish Clerk

Appendix A  
SONNING COMMON PARISH COUNCIL

Parish Clerk's Report to the meeting on 16 November 2020.

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.

**Key items in bold.**

	<b>Summary</b>	<b>Source</b>	<b>Resp.</b>	<b>Status</b>
A	Freedom of Information Act 2008. Work continuing to ensure full compliance with publications scheme. Incomplete.	12/16a	Clerk	OPEN
A	Widmore Pond – Banking complete. Fencing of back pond still to be done. Tree work looking necessary.	Clerk	Clerk	OPEN
C	33/35 Peppard Road – still no progress.	Clerk	Clerk	OPEN
A	Transfer of Kidmore End Memorial Hall to SCPC. Hoping to formalise soon and bring to Council.	Clerk	Clerk	OPEN
B	Third Bridge – supporting activity to keep in public eye.	Clerk	Clerk	OPEN
B	Resourcing the Neighbourhood Plan update.	Deputy Clerk-RV	Deputy Clerk-RV	OPEN
B	Numerous grant applications being progressed.	Deputy Clerk - BJ	Deputy Clerk - BJ	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 – 5 on waitlist.	Clerk	Clerk	OPEN
B	Register of Interests – Individuals must maintain own information. Up to date as of 16/09/20.	12/46	Cllrs.	OPEN
B	Village Hall – work to create additional office space complete.	Clerk	Clerk	CLOSED
B	Budget preparation under way.	Clerk	Clerk	OPEN
C	COVID-19 has created a huge amount of compliance work for play areas and halls but being coped with. Both halls bookings on hold in lockdown.	Deputy Clerk - BJ	Deputy Clerk - BJ	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 – Policy to be agreed and approved.	Clerk	Deputy Clerk - BJ	OPEN

Signed by  
Philip Collings  
Parish Clerk