

Members are summoned to the Meeting of Sonning Common Parish Council

On Monday 16 September 2019 at 20.00 hrs in the Village Hall Wood Lane Sonning Common.
Public and Press are welcome to attend

AGENDA

- 20/062 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.
- 20/063 Public Question Time under Section 30 of Standing Orders. This session is limited to 15 minutes in total.
- 20/064 Report and video on 'Summer Fun Days'.
- 20/065 Police Matters: To consider any report circulated by email.
- 20/066 To approve Minutes of previous meetings:
- 066.01 Finance Committees held on 3 July and 7 August 2019.
 - 066.02 Planning Committees held on 1 & 15 July and 5 & 19 August 2019.
 - 066.03 Parish Council meeting held on 15 July 2019.
- 20/067 County Councillor's Report.
- 20/068 District Councillor's Report.
- 20/069 Parish Clerk's Report - Appendix A attached.
- 20/070 FISH Accommodation - to receive and consider a funding proposal from FISH to be presented by Linda Collison, Treasurer and Richard McQuillan, Chairman.
- 20/071 Village Centre Working Party (VCWP) – update.
- 20/072 Environment Working Party – update.
- 20/073 NDP II preparation – update.
- 20/074 Memorial Hall Field Working Party (MHFWP) update.
- 20/075 Website: To determine next steps arising from Mr Shanagher's review circulated separately.
- 20/076 To confirm Finance Committee recommended re-appointment of Arrow Accounting to conduct Internal Audit of current FY.
- 20/077 To receive and consider a request from Mr KC Gambhir Raj for endorsement of plans for a Christmas Market in and around the Village Hall.
- 20/078 Budget for 2020/21 – Committees and Working Parties are asked to provide an itemised estimate of funds needed for the next two financial years with notes of what, if approved, will be spent and why split between recurring and one-off items. Ideally, the timing of the expenditure should be stated. Council is asked to endorse this approach.
- 20/079 Matters for future agendas.
- 20/080 Confidential session with Press and Public excluded.
- Next meeting: Monday 21 October 2019 at 20.00.



Philip Collings - Parish Clerk

Appendix A
SONNING COMMON PARISH COUNCIL

Parish Clerk's Report to the meeting on 16 September 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.

New items in bold.

| | 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 | CLOSED |
| A | 33/35 Peppard Road. Still seeking action from SODC. | Clerk | Clerk | OPEN |
| A | Widmore Pond – Estimates being sought for repairs to the 'jetty' on the south side. Fencing of back pond still to be agreed. | Clerk | Clerk | OPEN |
| A | Village Hall re-roofing –completed. | BJ | BJ | CLOSED |
| A | Implementing Asset Register feature in our Alpha accounting system. | Clerk/BJ | Clerk/BJ | OPEN |
| A | Hedge notifications. Mark has been provided with cards to request hedges be cut. Good responses. | Clerk | Clerk | CLOSED |
| A | Cycling on footpaths. Three 'No cycling' signs were purchased to go along Sibella Way. First one was put up and strongly fixed but ripped down and destroyed within hours. Older cyclists are suspected. | Clerk | Clerk | OPEN |
| B | Resourcing the Neighbourhood Plan update. | Deputy Clerk | Deputy Clerk | OPEN |
| B | MHF Working party – office supporting this long-term activity. Arrangements made to secure site and clear undergrowth. | 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. Working to bring into use and transfer materiel. | Clerk | Clerk | OPEN |
| B | Register of Interests – Individuals must maintain own information. | 12/46 | Cllrs. | OPEN |
| B | Design work on Village Hall to create possible space for FISH now on hold. | 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 | CLOSED |
| 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