

Minutes of the meeting of Sonning Common Parish Council on Monday 16 April 2018 in the Village Hall.

Present: Mrs Lewis (Chairman); Mr Fort; Mr Greenwood; Mr Jones; Mr Kedge; Mr Rawlins; Mr Rinta-Suksi; Mr Rust and Mr Stoves. Also: Mr Collings (Parish Clerk).

Also present: Cllr P Harrison and Mr C McLoughlin Henley Standard;

- 19/001 Apologies for absence: Mrs Diwell; Mrs Phillips-Tilbury and Mr Howe No declarations of interests.
- 19/002 Public Question Time: None.
- 19/003 Police Matters: TVP's Proposal for a new Local Area Forum was discussed at some length and there was considerable discontent. The Parish Clerk was asked to write to TVP expressing the concerns but accepting that Mrs Lewis would attend the first forum.
- 19/004 Minutes of previous meetings:
- 004.01 Finance Committee held on 4 April 2018 and grant of £1K to FISH were presented and approved.
 - 004.02 Planning Committees held on 19 March 2018 were presented and approved.
 - 004.03 Parish Council meeting held on 19 March 2018 were presented and approved.
- 19/005 County Councillor's Report – circulated previously by email.
- 19/006 District Councillor's Report – copy circulated by email.
- 19/007 Parish Clerk's Report - noted.
- 19/008 Memorial Hall Field Working Party - Meeting was advised that the transfer seems imminent.
- 19/009 Village Centre Working Party (VCWP) – no report.
- 19/010 Village clean-up –Emma Lawrence updated on plans and the strong support being received.
- 19/011 Environment Working Party – Mr Rust reported on a forthcoming Woodland Archaeology visit to the new woodland site.
- 19/012 Widmore Pond Wall and general condition. An update from the Parish Clerk was noted.
- 19/013 ClubSC Working Party Terms of Reference – it was resolved to approve and adopt the proposed ToR for this new Working Party – see attachment A.
- 19/014 SON6 Appeal update Mr Fort outlined how the appeal had gone. The meeting voted to thank Mr Fort for his work in leading the team on our side. Thanks to be sent to SODC –Tracy Smith.
- 19/015 Risk Assessment and Asset Register – both documents were reviewed and approve subject to minor amendments to be confirmed at next meeting. The Village Hall's value is to be revisited.
- 19/016 Matters for future agendas – resourcing of the larger projects.
- 19/017 Review of employment terms for all staff. This confirmed details for all seven employees.

Next meeting: Monday 14 May 2018 at 20.00.

Chairman: Dated:

Attachment A

CLUBSC WORKING PARTY ToR

ClubSC is an activity of Sonning Common Parish Council (SCPC) and is managed and funded by SCPC as part of its ongoing activities. The Club is covered by the council's rules, regulations and insurances and employees of ClubSC are employees of SCPC.

The management and direction of ClubSC is the responsibility of SCPC's ClubSC Working Party (ClubSCWP) constituted as a Working Party under SCPC's Standing Orders and other regulations and chaired by a member of SCPC. ClubSC will be a full member of Oxfordshire Youth and any other appropriate bodies. Day to day management of activities will be carried out by the qualified Youth Leaders employed by SCPC.

Objective: ClubSC's objective is to provide a programme of social, educational and recreational activities within a safe and secure environment that:

- Encourages young people to participate in a wide range of activities appropriate to their age and stage of development;
- Assists young people in their personal and social development to encourage growth in self-esteem and confidence and to help them to learn from their experiences and to cope with all forms of feedback;
- Helps young people to participate in the life of the Club, to express their views and to play an active part in the planning and management of their activities;
- Helps young people to gain a greater understanding of and respect for their own traditions and those of others by engaging in programmes that reflect the principles of equality, diversity and inter dependence;
- Assists young people to become aware of their rights and responsibilities as active citizens and the acceptance and understanding of others;
- Help to prepare young people for participation in the community;

Membership: ClubSC is non-sectarian and non-political. Membership is open to all young people between the ages of 11 and 17 who agree to abide by the constitution and rules of the club and who pay such subscription fees as determined from time to time by ClubSCWP. The Youth Leaders on site have the power to suspend/exclude any member who is in breach of ClubSC's rules. Any member suspended or expelled may seek a review of the decision by the ClubSCWP.

Location: ClubSC will carry out its activities in The Youth Wing of Chiltern Edge School or elsewhere as deemed appropriate by the management and the assets of the organisation are assets of SCPC.

Finances: The club's finances will be managed through the Parish Office where the RFO will account for all receipts and expenditures to the SCPC Finance Committee and to the ClubSCWP. The RFO will set up and agree with the Youth Leaders procedures for the day to day control of funds

ClubSCWP: The Working Party will have at least five and not more than seven members.

The core membership will be:

- The Chairperson as nominated by SCPC (Currently Mika Rinta-Suksi);
- Two Youth Leaders (Currently Ruth Elwell and Sunny Smithers);
- Parish Clerk or Deputy (Philip or Ros);
- Co-ordinator (Becky Jenkins);
- Co-opted Parent and/or Teacher and/or Youth expert;
- Co-opted supporter (Carol Viney).

Meetings: The Working Party will meet at least quarterly and more often if requested by the Youth Leaders.

Approved by SCPC on 16 April 2018 Minute 19/013 refers.