

Minutes of the meeting of Sonning Common Parish Council on Monday 18 September 2017 in the Village Hall.

Present: Mrs Lewis (Chairman); Mrs Phillips-Tilbury; Mr Rawlins; Mr Rinta-Suksi; Mr Rust.
Also: Mr Collings (Parish Clerk) and Mrs Varnes (Deputy Parish Clerk).

Also present: Cllr D Bartholomew and C McLoughlin Henley Standard

- 18/062 Apologies for absence: Mrs Diwell, Mr Fort, Mr Greenwood, Mr Howe, Mr Jones, Mr Kedge and Mr Stoves. No declarations of interests.
- 18/063 Public Question – no questions.
- 18/064 Police Report – Sgt S Bobbett attended with PC B Taylor and PCSO Pomroy. He reviewed local TVP activities over the last four months. He asked that people concerned about groups of loiterers to call 101. No progress to report on the skatepark vandalism. The Lea Road office remains open for now with volunteers staffing it.
- 18/065 Minutes of previous meetings:
- 065.01 Finance Committee held on 2 August and 6 September 2017 were presented and approved.
- 065.02 Planning Committee held on 17 July and 7 and 21 August were presented and approved.
- 065.03 Parish Council meeting held on 17 July were presented and approved.
- 18/066 County Councillor's Report - In addition to his emailed report Cllr Bartholomew reported in more detail on his apparent exclusion from a key meeting regarding the 3rd Bridge; that SODC has been asked to amend their rules regarding OCC speaking on major planning applications and that the cost to SCPC of amending the speed limit on the B481 would be in the £5K - £7K range.
- 18/067 District Councillor's Report – Cllr Harrison was not present and later sent his report by email along with his apologies for having been delayed by other parish council meetings.
- 18/068 Parish Clerk's Report – This was noted and the Clerk was asked to chase for progress on transferring the Village Hall and to consider producing notices for overgrown hedges.
- 18/069 Memorial Hall Field Working Party (MHFWP) update – in a verbal report progress on the legal front remains slow.
- 18/070 Village Centre Working Party (VCWP) – the Parish Clerk advised that Mr Howe is expecting Ben Hamilton-Baillie's initial report by the end of the month.
- 18/071 Neighbourhood Plan. This item was deferred to the next meeting.
- 18/072 Environment Working Party. With one modification to paragraph 10, now shown in Appendix B, it was resolved to approve the Terms of reference. to confirm membership as being Cllrs Diwell, Fort, Jones, Kedge, Rust and Stoves plus any co-optees. Parish Office to convene a first meeting as possible. It was agreed that AONB matters should now be considered by the Planning Committee.
- 18/073 Club SC - Mr Rinta-Suksi reported on there having been large attendances recently, that there is a need for male role models on the team and that the future role of SCPC in the Club's management should be considered after its AGM on 25 September.
- 18/074 Baskerville Road Play Area. After some discussion it was resolved to approve the expenditure of up to £6K to replace fencing as described in Attachment B. It was agreed that options to light the play area should be explored with the Scouts. The potential resurfacing costs for all play areas were noted pending detailed proposals being presented.
- 18/075 Matters for future agendas – managing and directing the NDP revision.

Meeting closed at 21.31.

Next meeting: Monday 16 October 2017 at 20.00.

Chairman:

Dated:

Attachment A
Sonning Common Parish Council
Terms of Reference for the
ENVIRONMENT WORKING PARTY (EWP)

Sonning Common Parish Council resolved to create an Environment Working Party to guide and oversee the management of matters to do with the natural environment of the village; in particular Widmore Pond, tree planting and the woodland being purchased alongside Old Copse. (Meeting on Monday 17 July 2017 in the Village Hall; minute 18/057.3 refers).

1. The Environment Working Party (EWP) will elect a chairman, presided over by the chairman of the parish council, at its first meeting. A vice-chairman may be elected by the working party membership, if desired. The election of the vice-chairman will be presided over by the working party chairman.

Where these officers are councillors they will be re-elected annually following the Annual Meeting of the Parish Council.

2. The EWP may co-opt additional members as it sees fit.
3. All EWP members will have equal voting rights and majority decisions will be taken. If votes are tied the chairman will have the casting vote.
4. All working party members will abide by the Parish Council's Code of Conduct.
5. The remit of the Environment Working Party will be to plan for and oversee:
 - a. The ongoing management, maintenance and development of the Widmore Pond including the Back Pond area once this is owned by the Parish Council for the benefit of the village community and residents of the surrounding area. This includes any matters of policy regarding the wildlife in and around the pond and arrangements for obtaining sponsorship funds.
 - b. The planning and execution of the tree planting programme already under way.
 - c. The ongoing management, maintenance and development of the woodland area alongside Old Copse. This will include :
 - i. Deciding how it is to be maintained and made secure including ensuring public safety;
 - ii. Planning for any new uses of the land and how any works needed should be funded;
 - iii. Deciding how and by whom projects should be resourced and managed.
6. Where appropriate the EWP will organise consultations with residents and community stakeholders.
7. The Parish Office will assist the EWP as requested, and, for example, by:
 - preparing and circulating agendas and minutes of meetings
 - booking meetings' venues
 - managing the tendering process and liaison with contractors/suppliers
 - handling legal and professional affairs, in association with professional bodies
 - liaising with SODC's Planning Department, principal authorities and other statutory bodies, as appropriate, on behalf of the group
 - publicising projects and liaising with the media.
8. The EWP chairman (or delegated nominee) will update Full Council on progress to date by providing written or verbal reports on at least a quarterly basis.
9. The EWP chairman (or delegated nominee) will liaise with the Responsible Finance Officer (RFO) – currently the Parish Clerk - to prepare an annual budget for its activities. Once that budget has been approved the EWP may authorise expenditures within that budget through the RFO. The EWP may not commit to any expenditure outside the budget without prior approval from the council's Finance Committee and/or Full Council as appropriate.

10. The EWP will decide on its meetings' schedule according to desire/need but will meet at least bi-annually.
11. As a working party of the parish council, the group is not required to hold meetings in public but may invite attendees as desired.
12. The EWP will plan and prepare all publicity relating to the project in consultation with the Parish Office. Media enquiries should be referred to the Parish Office for answering and arranging interviews.
13. The EWP may, if it so wishes, request Full Council to consider and resolve any particular issue within the working party's remit.

The Terms of Reference above were approved by the Full Council meeting on 18 September 2017.

Attachment B Play Areas

Baskerville Road Security Fencing.

This area and the adjacent Scout hut are suffering from persistent low level vandalism and late night noise nuisance. It seems that the most effective way of dealing with both problems is to replace the fence current 1 metre high chain link fence along Margaret Allwright Way with a 1.8 metre high welded mesh fence as we have around the skatepark. This would run from the current fence end behind 46 Orchard Avenue to a point opposite the end of the garden at 10 Baskerville Road with a single gate of the same height. This run to be set back one metre from the edge of the footpath to make it less constricting and possibly allow planting in the gap.

From there it would go across to meet the fence of 12 Baskerville Road including a double gate of the same height. Thus we would be making secure both the play area and the scout hut. The cost of this is estimated at between £5.6K and £6.0K depending on the final specification.

Play surfaces

Baskerville Road and Lea Road play areas require refurbishment of the surfaces around items of equipment to comply with current legislation and good practice. The equipment itself has between 8 and 10 years life left.

Baskerville Road is the most pressing in that because of surface failures two of three swings have had to be taken out of use. The ground generally is very uneven between items of equipment and is a trip hazard in some places.

We have had estimates of up to £22K (£16K B Rd and £5.5K L Rd) for all the resurfacing needed but we see this as excessively costly and are now exploring less expensive options. However council needs to be aware that costs are unlikely to be much below £18K.