

Minutes of the meeting of Sonning Common Parish Council held on Monday 15 October 2012 at 20.00 hrs in the Village Hall

Present: Mr Kedge (Chairman); Mr Greenwood; Mr Fort; Mr Jones; Mrs Lewis; Ms Noble; Mrs Phillips-Tilbury; Mr Rawlins and Mr Reynolds. Mr P Simms, Henley Standard and one member of the public also attended.

Before the meeting began Mr Kedge paid tribute to Dr Ken Crush who died recently. He reminded all of the sterling work done by Dr Crush over many years as a pillar of the Sonning Common community and in particular as a driving force of the work that led to the creation of the Millennium Field and its protection in perpetuity. He will be sadly missed.

-
- 13/075 Apologies for absence: Mrs Diwell (unwell); Mr Stoves (away) and Miss Hunt (work).
- 13/076 Declarations of Interests by Members on Agenda Items: None
- 13/077 Public Question Time: Mrs Jo Quinton used this opportunity to update members on progress with the French Twinning project and to invite them to take part in the evening social event with a group of visitors from the French villages involved that will take place on 17 November. Mr Kedge asked that as many members as possible should attend.
- 13/078 Police Report. PCSO Boyes had planned to attend but had been called away. Mr Kedge reminded members the report recently circulated and it was agreed that this was helpful. PCSO Boyes has been asked to obtain informally views on the merits or otherwise of erecting a shelter on the Rollerpark site while the plans go ahead for its development.
- 13/079 Minutes of the Finance Committee meeting held on 5 September 2012 were presented and ratified.
- 13/080 Minutes of previous meetings:
080.01 Planning Committees held on 3 and 17 September 2012 had both been cancelled thus no minutes.
080.02 Parish Council meeting held on 10 September 2012 presented and approved.
- 13/081 County Councillor's Report: Councillor Viney advised the meeting that she and the Area Steward for Highways would be looking at known problems in the village over the next few days. The yellow lines on the corner of Wood Lane and Woodlands Road will be painted in the next two months. Mr Kedge paid tribute to all the work that Councillor Viney has done for the village over the years. This was supported with applause.
- 13/082 District Councillor's Report: Councillor Harrison recommended attendance at the Town & Parish Forum on 21/11/12; advised that there is now a thermal imaging camera available to point out heat losses from buildings; that budget consultations have started; Oxfordshire Broadband Champions have launched and ask people to register their interest at www.oxonline.co.uk
- 13/083 Parish Clerk's Report – Noted. The Parish Clerk circulated a draft Memorandum of Understanding (attached) to clarify responsibilities between the council and SCVHMC. It was resolved that this should be approved for signature.
- 13/084 Planning Committee Vacancy: Mr Greenwood proposed Mr Rawlins for this position and was seconded by Mr Fort and this was approved unanimously.
- 13/085 Town and Parish Forum: Mr Kedge and Mr Rawlins will attend this event on 21 November.
- 13/086 Neighbourhood Plan: Mr Greenwood reported that over 100 people attended the Design Day on 15 September including representatives of both neighbouring PCs; that more people are needed for the Working party; that the sterling work of Julia Whitelaw and Diana Pearman should be acknowledged; that there had been 324 responses (24%) to the ORCC Housing Needs Survey which will be published shortly; that work progresses in contacting all the landowners and other activities are either in progress or planning.
- 13/087 Rollerpark progress: Mrs Lewis advised that invitations to tender will be issued shortly whilst progress is being made with the Youth forum to bring in the right support.
- 13/088 Internal Auditor: It was resolved to approve the re-engagement of Mr P Hood of Arrow Accounting to carry out the Internal Audit for 2012/13.
- 13/089 Budget and precept: The Parish Clerk described activities over the coming weeks that will lead a conclusion by the end of December.
- 13/090 Christmas Tree: In response to a proposal from Mrs Phillips-Tilbury it was resolved to provide up to £150 to fund the provision of a tree this year.

13/091 Personnel Matters: It was resolved:

13/091.1 To ratify the person specifications of the Clerk and Deputy Clerk

13/091.2 To approve the Contracts of Employment of the Clerk and Deputy Clerk

13/091.3 To join the Local Government Pension Scheme and for Philip Collings and Linda Collison to become members with immediate effect.

13/092 Matters for future consideration:

- Possible grant for moving and resiting the telephone box (Mrs Phillips-Tilbury);
- Budget for entry in Thames & Chilterns in Bloom 2013 (Mrs Phillips-Tilbury);
- Seeking funding for additional car parking in the centre (Mr Rawlins).

The next Meeting will be on Monday 19 November 2012 at 20.00.

Chairman: Dated:

Attachment
Memorandum of Understanding

This Memorandum of Understanding is in respect of the Lease and Trust Deed between Sonning Common Parish Council and Sonning Common Village Hall Management Committee originally signed in 1973.

Whilst it is the responsibility of the Management Committee to maintain the Village Hall in all respects, payment for certain items has become the custom as follows:

1. The maintenance and repair of the external structure of the building, including the Village Clock, will be paid for by the Parish Council.
2. The Parish Council will pay for the maintenance of the external public toilet.
3. The Parish Council will pay for the heating and plumbing systems, radiators, electrical wiring, windows, and doors. The Parish Council may ask the Management Committee to agree to joint in funding major items and to help to seek appropriate grants where available.
4. The Management Committee will pay for routine maintenance and inspection of the heating and plumbing systems, furniture, fittings, standalone heaters, flooring and the internal décor.
5. Cleaning will be financed by the Management Committee.
6. Bookings, Hire Charges and Equipment will be dealt with by the Management Committee.