

# Members are summoned to the meeting of Sonning Common Parish Council

On Monday 17 June 2013 at 20.00 hrs in the Village Hall Wood Lane Sonning Common.  
Public and Press are welcome to attend

## AGENDA

- 14/024 **Declarations of Interests:** To receive any declarations of pecuniary interest and/or requests for dispensations from Members regarding any item on this agenda.
- 14/025 **Public Question Time** under Section 30 of Standing Orders
- 14/026 **To receive the Police Report**
- 14/027 **To ratify the Minutes of the Finance Committee meeting held on 8 May 2013**
- 14/028 **To approve the Minutes of previous meetings:**
  - 028.01 Planning Committee held on 8 and 20 May 2013
  - 028.02 Parish Council meeting held on 20 May 2013
- 14/029 **To receive the County Councillor's Report**
- 14/030 **To receive the District Councillor's Report**
- 14/031 **To receive the Parish Clerk's Report - Appendix A attached**
- 14/032 **Audit matters:** Having been approved by the Finance Committee, the meeting will be asked to approve the Year end accounts for 2012/2013, to accept the Internal Auditor's report and to authorise the Chairman to sign the External Audit Annual Return (all circulated separately).
- 14/033 **Community Governance Review of South Oxfordshire District:** The meeting will be asked to approve the sending to SODC of the letter in Appendix B.
- 14/034 **Car Parking:** Mr Kedge will propose a motion that: 'In the light of the Planning Inspector's recent decision regarding backland development in Wood Lane, a longer term view of the parking/traffic situation in Sonning Common is now desirable. Further approaches to SODC by the Parish Council should be deferred until the NDP (which will include parking and traffic considerations) has been validated by the Parish Council and it has also considered the cost and advisability of commissioning a professional traffic management report.
- 14/035 **Neighbourhood Development Plan:** Mr Greenwood will propose that the NDPWP Proposals set out in Appendix C should be approved by the Parish Council.
- 14/036 **Skatepark progress:** Mrs Lewis will advise on progress being made.
- 14/037 **Post Office/OneStop:** Mrs Phillips-Tilbury will report on the meeting held with OneStop Management.
- 14/038 **Matters for future consideration.**
- 14/039 **Press and public will be excluded under SO 31b whilst a Personnel matter is considered.**

Next meeting: Monday 22 July 2013 at 20.00.



**Philip Collings**  
Parish Clerk

## Appendix A

### SONNING COMMON PARISH COUNCIL Parish Clerk's Report to the meeting on 17 June 2013

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;
- D. Regulatory and legislative changes anticipated.

	<b>Summary</b>	<b>Source</b>	<b>Resp.</b>	<b>Status</b>
A	New approach to be made to find and approach owners of land behind PO to enquire if it could be made available for parking.	Clerk	Clerk	OPEN
A	2A Grove Rd site. In contact with owners re: development options. Have sought advice from Housing Association – progress glacial.	Clerk	Clerk	OPEN
A	Freedom of Information Act 2008. Work continuing to ensure full compliance with publications scheme. Incomplete.	12/16a	Deputy Clerk	OPEN
A	Hedges – work being authorised for PC hedges to be cut.	13/070	Clerk	OPEN
A	Audits. Internal Audit complete and External audit ready for approval	Clerk	Clerk	OPEN
A	The laurel hedge between Hazel Gardens and Wood Lane Close has been partially cut back to remove overhang and encourage regrowth. Much waste dumped material has been found that must now be disposed of and some residents are not happy with the cutting at present.	Clerk	Clerk	OPEN
B	Car parking. See item on main agenda.	13/169	Clerk + Mr Greenwood	OPEN
B	Register of Interests – Individuals must maintain own information.	12/46	Cllrs.	OPEN
B	Widmore Pond benches now installed. Information Board under development	WPC	Mrs Diwell + Clerk	CLOSED
B	Skatepark – supporting fundraising.	SPWP	Deputy Clerk	OPEN
B	CCTV - Co-op have agreed to put cameras on their wall. Consent being finalised.	13/102	Mr Jones + Clerk	CLOSED
C	Neighbourhood Development Plan. Support work continuing for next phase. NDP specific website is up.	Clerk	Clerk	OPEN
C	Quality Parish Council/GPC. Clerk and Deputy completing their portfolios to obtain CiLCA certification.	Clerk	Clerk	OPEN
C	Document standards. Work being done to standardise and index properly as part of assistant clerk developing operational manual.	Clerk	Clerk	OPEN
C	Data Protection Act and individual Councillors. Please discuss with the Clerk individually.	Clerk	Clerk	OPEN



**Philip Collings**  
Parish Clerk

## Appendix B

Proposed letter to SODC regarding the Community Governance Review of South Oxfordshire District

This is our response to your consultation letter of 12 April. In making this response we open with a little background information about Sonning Common Parish. Our present boundary predates the formation of the Parish Council in 1956, well before much of the current housing stock was built. We have no records of what logic was followed to set this boundary and so the views expressed herein are simply based on what exists now.

We recognise that any boundary changes that may be proposed are likely to conflict with the Local Government Boundary Commission's proposals for the warding of South Oxfordshire for the purposes of District Council elections. It is not of our doing that the LGBC work preceded and therefore constrains this Community Governance Review and we don't believe that we should be penalised for that.

Regarding the terms of reference for the review, the table below summarises the views of this Parish Council:

<b>Subject</b>	<b>SCPC Views</b>
Altering the boundaries of a Parish.	We believe that this should be considered in the review – see below.
Creating a new parish	Not interested.
Merging two or more parishes	Not relevant to us.
Warding or de-warding a parish	Not relevant to us.
Changing a parish name	Not interested.
Dissolving a parish council	Not applicable.
Changing the number of councillors who sit on a parish council	We would like the review to consider this – see below.
Grouping parishes under a common parish council.	Not interested.

### **Our Parish boundary:**

The existing boundary clearly fails to recognise the first two of the six factors that you suggest will be taken into account, namely:

1. Natural or man-made boundaries that help to define clearly one community from another; and
2. Housing developments that straddle parish boundaries, thereby resulting in people being in different parishes from their neighbours.

In that context we suggest that there are three matters that should be carefully considered in the review:

- A. Chiltern Edge School: The whole school site, on our South-West boundary, is within Kidmore End Parish although it is physically considerably separated from that village. All traffic to and from the school passes through Sonning Common with the bulk of it traversing Kennylands Road and Reades Lane.

Most of our residents believe that the school is actually in Sonning Common. Indeed, until recently disabused of it, that was also the belief of the School's Head Teacher and its Governing Body.

This site is now included in and being considered by our Neighbourhood Development Plan. If, as the Governors wish, the NDP recommends that some new housing be placed on that site those new residents would, without any doubt, look to us and our village centre to provide them with many services. For them to find that they should look to Kidmore End on Parish Council matters would be anomalous to say the least.

- B. Southern boundary: The present line just cuts across the tip of a triangle formed between Kennylands Road and Peppard Road (B481). This means that, technically, our village name board is not inside our Parish. Likewise the triangle on which it stands and which is to be planted and tended by our Village Gardeners is not really ours to work on but if we neglect it it will soon detract from the entrance to the village. We suggest that the review should consider a small adjustment that moves this boundary a short distance into the adjacent farmland within both Kidmore End Eye & Dunsden Parishes to make a complete break with the built area.
- C. North Western boundary: We suggest that the review should consider whether it remains logical for this boundary to continue to be delineated along Shiplake Bottom, where in some cases the boundary actually passes through people's gardens, up to Gallowstree Road. This arrangement leaves a substantial block of housing that seems to be part of this settlement actually outside our parish boundary.

Were this part of the boundary to be re-evaluated in the review we would suggest that consideration should also be given to including in Sonning Common the properties to the north of and opening onto Blounts Court Road. This should include the offices and laboratories of Johnson Matthey whose staff car park is already within this parish.

**Our Councillor numbers:**

After many years of inertia the new Council, elected in May 2011 with twelve members, has become very active in many areas relevant to our electors to the extent that our ability to cope with more new ideas is constrained by the number of members. We would like this to be considered for an upward revision.

Otherwise we are content.

Document Ends here.

## Appendix C

Neighbourhood Development Plan (NDP) Proposals presented for ratification by the Parish Council on 17 June 2013.

### Introduction:

As has been regularly reported to the Parish Council, when the NDP process commenced the Working Party (NDPWP) was presented with fourteen so-called SHLAA sites around the village that had been identified in the SODC Core Strategy document as needing to be considered for development between 2017 and 2027. This information was given to residents on public Design Days at which they were asked to volunteer to conduct surveys of all the sites using a methodology devised by our independent specialist consultant.

Volunteers were directed to survey sites that were not just next to where they live to avoid any 'NIMBYist' views. All the data they collected was collated, stored and evaluated and the evaluations were then shared with residents in public meetings and were also carefully audited. Every stage of this process has been detailed in the Sonning Common Magazine that goes to every house in the village.

In parallel structured contact was made with all the site owners to elicit their views and expectations. Some immediately indicated that they do not wish to have their land considered for development. The NDPWP also commissioned a Housing Needs Survey from ORCC and, separately, a Business Survey. The Housing Needs Survey suggests that low cost housing (2 to 3 bedroom houses and bungalows) are the priority for Sonning Common residents.

This paper presents the results of the NDPWP's Site Selection for formal approval by the Parish Council after which further work will be done to develop ideas and options for those sites being taken forward. No further work is planned for the excluded sites.

All this information will be shared with residents and other interested parties at open public meetings in July or September.

### The Proposals:

Below is the list of the proposals made by the Sonning Common Neighbourhood Development Plan Working Party to public meetings held on 7 and 9 February 2013 which the Parish Council is now asked to approve.

**SON 1 Proposal:** This is the largest of all the sites put forward for development and as such it would not make sense to use all of it for any one purpose. The Proposal is two-fold:

First, the upper half (probably 10 acres) of SON 1 should be considered for use as amenity green space i.e. informal grassed recreation land without formal pitches or organised team sports use. This would give the north of the village the kind of open space that the Millennium Green provides in the south.

Second, in the event that SON 2 was developed for housing, there could be access to this site and to this end, the lower SE quadrant of SON 1 could be considered for a small area of housing in keeping with the nearby properties of Lambourne Road.

**SON 2 Proposal:** Whilst acknowledging the challenges to find suitable access routes, SON 2 should be considered as a possible site for housing.

**SON 3 Proposal:** This site should be included as a possible site for development. Choices of use to be considered to include one or more of the following:-

- Housing
- Community centre / sports hall and playing pitches
- Amenity green space (informal grassed recreation land without formal pitches or organised team sports use)
- Office space

**SON 4 Proposal:** This site should not be developed for any purpose (Owners' request).

**SON 5 Proposal:** This site is to be set aside and not included in the next design stage of our NDP.

**SON 6 Proposal:** Only part of this site should be developed in order to retain the village envelope. The proposal is for a small, mixed size, housing ribbon development linking 56 to 80 Kennylands Road.

**SON 7 Proposal:** This site has potential for development and should be included in the next design phase of our NDP. It offers scope for housing, a small-company office development, or sports/recreation use.

**SON 8 Proposal:** This site should be considered in the next design phase of the NDP for potential wider sports hall and recreation use only.

**SON 9 Proposal:** This site has potential for a number of development options and should go forward into the next design phase of our NDP. Consideration should be given to sports/recreation use, a small-company office development, or housing.

**SON 10 Proposal:** This site is to be aside and not included in the next design stage of our NDP.

**SON 11 Proposal:** Only **part** of the site should be considered for development. There is potential to develop the strip of land running along the Peppard Road stretching from the northern boundary of Reddish Manor to the Blackmore Lane / Peppard Road junction.

**SON 12 Proposal:** SON 12 should not be considered as a site for development of any kind

**SON 13 Proposal:** This site should not be developed for any purpose (Owners' request).

**SON 14 Proposal:** This site should not be developed for any purpose (Owners' request).

**NOTE:**

**SON15** – Since the above proposals for SONs 1-14 were presented, a further site, that of the Chiltern Edge School now referred to as SON15, has been put forward and has just been surveyed for the NDPWP but as yet no proposal has been put forward.