

Members are summoned to the Meeting of  
**Sonning Common Parish Council**

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

**AGENDA**

- 20/168 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.
- 20/169 Public Question Time under Section 30 of Standing Orders. Session limited to 15 min.
- 20/170 Police Matters: To consider any report circulated by email.
- 20/171 To approve Minutes of previous meetings:
  - 171.01 Finance Committee held on 4 March 2020.
  - 171.02 Planning Committee held on 3 and 17 February 2020.
  - 171.03 Parish Council meeting held on 17 February 2020.
- 20/172 County Councillor's Report.
- 20/173 District Councillor's Report.
- 20/174 Parish Clerk's Report - Appendix A attached.
- 20/175 Memorial Hall Field Working Party (MHFWP) update to be provided by Mrs Pearman.
- 20/176 Village Centre Working Party (VCWP) – update from Mr Howe.
- 20/177 Environment Working Party – update from Mr Stoves.
- 20/178 NDP II preparation – update from WP.
- 20/179 Plastic Free Communities WP – update from Ms Boorman
- 20/180 Website – update from Mr Shanagher.
- 20/181 Village Halls Website naming and charges review from Mrs Jenkins.
- 20/182 Update on Transfer of Kidmore End Hall.
- 20/183 To declare a Casual Vacancy on the Council due to non-attendance by Mr Coombs and to commence search for a replacement.
- 20/184 To consider the adoption of a Community Emergency Plan (circulated).
- 20/185 Matters for future agendas.

Next meeting: Monday 20 April 2020 at 20.00.

Signed by  
Philip Collings – Parish Clerk

Parish Clerk's Report to the meeting on 16 March 2020.

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.

**Key items in bold.**

	<b>Summary</b>	<b>Source</b>	<b>Resp.</b>	<b>Status</b>
A	Freedom of Information Act 2008. Work continuing to ensure full compliance with publications scheme. Incomplete.	12/16a	Clerk	OPEN
A	Widmore Pond – EWP has approved works. Fencing of back pond still to be done.	Clerk	Clerk	OPEN
C	<b>33/35 Peppard Road – still no progress.</b>	Clerk	Clerk	OPEN
A	Implementing Asset Register feature in our Alpha accounting system.	Clerk/BJ	Clerk/BJ	OPEN
A	<b>Transfer of Kidmore End Memorial Hall to SCPC. Planning under way to formalise in April.</b>	Clerk	Clerk	OPEN
B	<b>Work under way to publicise vacancy on council and identify potential co-optees.</b>	Clerk	Clerk	OPEN
B	<b>Third Bridge – supporting activity to keep in public eye.</b>	Clerk	Clerk	OPEN
B	Resourcing the Neighbourhood Plan update.	Deputy Clerk-RV	Deputy Clerk-RV	OPEN
B	Numerous grant applications being progressed.	Deputy Clerk -BJ	Deputy Clerk -BJ	OPEN
B	MHF Working party – office supporting this long-term activity. <b>New water supply to KEMH almost complete.</b>	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	Register of Interests – Individuals must maintain own information.	12/46	Cllrs.	OPEN
B	Village Hall – plans being made to create additional office space.	Clerk	Clerk	OPEN
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 -BJ	OPEN

Signed by  
Philip Collings  
Parish Clerk