

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

**On Monday 19 October at 20.00 hrs** by video conference. Due to the regulations regarding the Covid-19 outbreak this meeting will be conducted via Zoom video conference. Further information on any agenda item is available from Sonning Common Parish Council. All Council meetings are open to the public and Press. Please contact the Parish Office on 0118 972 3616 if you wish to participate in this meeting.

## AGENDA

- 21/163 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.
- 21/164 Public Question Time.
- 21/165 Minutes of previous meetings:
  - 165.01 Finance Committee held on 7 October 2020.
  - 165.02 Planning Committee held on 5 October 2020.
  - 165.03 Parish Council meeting held on 21 September 2020.
- 21/166 County Councillor's Report.
- 21/167 District Councillor's Report.
- 21/168 Parish Clerk's Report - Appendix A attached.
- 21/169 Memorial Hall Field Working Party (MHFWP) update from Mrs Pearman.
- 21/170 Village Centre Working Party (VCWP) – update from Mr Howe.
- 21/171 Environment Working Party – update from Mr Stoves.
- 21/172 NDP II preparation – update from Mr Fort.
- 21/173 Plastic Free Communities WP – update from Ms Boorman
- 21/174 Financial Regulations: to review and accept updated Financial Regulations as circulated.
- 21/175 Investment Policy: to review and accept new Investment Policy as circulated.
- 21/176 Standing Orders: to review and accept updated Standing Orders as circulated.
- 21/177 Grant Aid Policy: to review and accept updated policy as circulated.
- 21/178 Budget planning – to request input from members and working parties to prepare budget for three years.
- 21/179 Matters for future agendas.
- 21/180 Confidential matter – staff salary review as advised by Internal Auditor.

Next meeting: Monday 16 November 2020 at 19.00.

Signed by  
Philip Collings – Parish Clerk

Appendix A  
SONNING COMMON PARISH COUNCIL

Parish Clerk's Report to the meeting on 19 October 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 – Banking complete. Fencing of back pond still to be done. Tree work looking necessary.	Clerk	Clerk	OPEN
C	33/35 Peppard Road – still no progress.	Clerk	Clerk	OPEN
A	Transfer of Kidmore End Memorial Hall to SCPC. Hoping to formalise soon and bring to Council.	Clerk	Clerk	OPEN
B	Third Bridge – supporting activity to keep in public eye.	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.	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 – 5 on waitlist.	Clerk	Clerk	OPEN
B	Register of Interests – Individuals must maintain own information. Up to date as of 16/09/20.	12/46	Cllrs.	OPEN
B	Village Hall – work to create additional office space complete. Hall and front door painted. Furniture to be ordered.	Clerk	Clerk	OPEN
C	COVID-19 has created a huge amount of compliance work for play areas and halls but being coped with. Both halls operational. Grant of £5k for foodbank applied for.	Deputy Clerk - BJ	Deputy Clerk - BJ	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 – Policy to be agreed and approved.	Clerk	Deputy Clerk - BJ	OPEN

Philip Collings  
Parish Clerk