

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

**On Monday 19 April 2021 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

**During this meeting three individuals who have put themselves forward for co-option to fill the two vacancies that exist on the council will join the meeting at the times specified below. Each will be asked to take up to five minutes to introduce themselves and outline how they wish to contribute to the work of the council. There will then be a further five minutes for them to respond to questions from members before they leave the meeting. Members will vote for their preferred candidates at the end of the meeting.**

- 22/001 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.
- 22/002 Public Question Time.
- 22/003 County Councillor's Report – circulated by email.
- 22/004 **At 20.10 First candidate session**
- 22/005 Minutes of previous meetings:
  - 005.01 Finance Committee on 10 and 31 March 2021.
  - 005.02 Planning Committee on 15 February March 2021.
  - 005.03 Parish Council meeting on 15 March 2021.
- 22/006 **At 20.25 Second candidate session**
- 22/007 District Councillor's Report – circulated by email.
- 22/008 **At 20.40 Third candidate session**
- 22/009 **Discussion and vote on co-option.**
- 22/010 Parish Clerk's Report – see Appendix A.
- 22/011 Village Centre Working Party (VCWP) – update from Mr Howe.
- 22/012 Environment Working Party – update from Mr Stoves.
- 22/013 Plastic Free Communities WP – update from Ms Boorman
- 22/014 Memorial Hall Field plans update from MHFWP.
- 22/015 NDP II preparation and Inspired Villages appeal - update from Mr Fort.
- 22/016 To approve interim trial period costs for new grass cutting contractor.
- 22/017 To consider a proposal that the parish council obtain a flagpole of substance, to be mounted on or near the village hall to enable flying our national flag, or others, on appropriate occasions.
- 22/018 To review latest update to the Asset Register and Risk Assessment.
- 22/019 Matters for future agendas.

**Next meeting: The Annual Meeting on Monday 17 May at 20.00.**

Signed by  
Philip Collings  
Parish Clerk

Appendix A  
SONNING COMMON PARISH COUNCIL  
Parish Clerk's Report to the meeting on 19 April 2021

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. Information.

**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 – Tree work scheduled for 22 April	Clerk	Clerk	OPEN
C	33/35 Peppard Road – still no progress.	Clerk	Clerk	OPEN
A	Transfer of Kidmore End Memorial Hall to SCPC. Still 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 which is now moving rapidly.	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 – Two 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
C	COVID-19. Both halls now taking bookings.	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 being followed through – new email addresses rolled out to most.	Clerk	Deputy Clerk - BJ	OPEN
<b>D</b>	<b>Co-option process under way.</b>	Deputy Clerk - BJ	Deputy Clerk - BJ	OPEN

Signed by  
Philip Collings  
Parish Clerk