

**Sonning Common Parish Council**  
Minutes of the meeting of the  
**Parks and Recreation Committee**  
held on Monday 12 July at 1915 hrs in the Village Hall, Wood Lane,  
Sonning Common.

Present: Ms Boorman (chairman), Mr Rawlins, Mr Stoves, Mr Settle, Mr Howe, Mr Cann, Mrs Pearman, Mr Collings, Parish Clerk and Mrs Varnes, Deputy Parish Clerk.

- PRC 21/009 Apologies for absence: to receive and accept any apologies for absence: none.
- PRC 21/010 Declarations of interest: to receive any declarations of pecuniary interest and/or requests for dispensations from members regarding any item on the agenda: none.
- PRC 21/011 Public Question Time: members of the public may raise questions about and comment on general matters and/or items on the agenda. This session is limited to 15 minutes (3 minutes per person): no public present.
- PRC 21/012 To nominate and appoint a member of the Parks and Recreation Committee to liaise with the Village Centre and Environment Committee.  
The committee appointed Mr Howe to liaise, on its behalf, with the Village Centre and Environment Committee.
- PRC 21/013 To nominate and appoint a member of the Parks and Recreation Committee to liaise with the Finance Committee.  
The committee appointed Mr Cann to liaise, on its behalf, with the Finance Committee.
- PRC 21/014 To nominate and appoint a member of the Memorial Park Working Party to join the Parks and Recreation Committee.  
Mrs Pearman, chairman of the Memorial Park Working Party, was appointed to the Parks and Recreation Committee.
- PRC 21/016 To consider and make recommendations to full council on the integration of the Memorial Park Working Party into the Parks and Recreation Committee.  
Members decided to recommend to full council that the Memorial Park Working Party should continue as a council working party until the park opened (currently scheduled for Spring 2022) and its status should be reviewed thereafter. Members also agreed to recommend that paid consultant Mrs Snowden should be retained in post until March 2022 to assist with the pre-opening task list and that her job specification should be reviewed and updated by Mr Collings, in consultation with Mrs Pearman and Mrs Snowden.
- PRC 21/017 To examine the council's asset and risk registers for parks and recreational assets.  
Mr Cann volunteered to review the council's asset and risk register in relation to Memorial Park and to liaise with both the Parks and Recreation and Finance committees on it to create a defined list of Memorial Park assets and risks.
- PRC 21/018 To consider and make recommendations to full council on the future management of Old Copse.  
It was recommended that a strategy should be developed for the future management of Old Copse and put forward to full council for discussion/adoption. Ms Boorman volunteered to prepare the document in consultation with Mr Stoves.

- PRC 21/019 To consider the day-to-day management requirements for Memorial Park and to make recommendations to full council, as appropriate. (Parish Clerk, Mr Collings, to introduce this item).
- Mr Collings introduced, for discussion, a pre-opening task list for Memorial Park, which had been prepared by the Memorial Park Working Party. Members agreed that the list should be reviewed in detail at the next committee meeting and tasks assigned.
- PRC 21/020 To receive a background briefing from Mr Rawlins on the evolution of the Memorial Park development under the Sonning Common Neighbourhood Plan.
- Mr Rawlins provided a background briefing on the evolution of the Memorial Park development under the Sonning Common Neighbourhood Plan.
- PRC 21/021 To receive papers and information relating to the Memorial Park budget agreed by full council.
- It was agreed to defer this item to a subsequent agenda.
- PRC 21/022 To consider forming a working party to assist with the Memorial Park play area project.
- Members agreed to recommend to full council that a focus group should be set up to consult on and assist with the development of the Memorial Park play area project. Mr Collings confirmed that deputy clerk Mrs Jenkins would lead this project and recruit a suitable focus group.
- PRC 21/023 Matters for future agendas.
- Members agreed to bring forward future meetings by half-an-hour at the request of Mr Rawlins.

The meeting closed at 2100.

Date of next meeting: Monday 13 September 2021 at 1845 hours.

Chairman: ..... Dated: .....