

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

On Monday 11 March 2024 at **20.00** hrs in the Village Hall Wood Lane Sonning Common.  
Public and Press are welcome to attend.

**AGENDA**

- 24/160 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.
- 24/161 Public Question Time under Section 30 of Standing Orders. This session is limited to 15 minutes in total.
- 24/162 To review, receive Chairpersons' comments on and approve as correct minutes already circulated of the following meetings:
  - 162.01 Parish Council held on 12 February 2024.
  - 162.02 Finance Committee held on 7 February 2024.
  - 162.03 Planning Committee held on 12 February 2024.
  - 162.04 HR Committee held on 7 February 2024.
- 24/163 County Councillor's Report – as circulated.
- 24/164 District Councillor's Report – as circulated.
- 24/165 Parish Clerk's Report – see Appendix A attached.
- 24/166 Memorial Park WP update.
- 24/167 Cycleway project update.
- 24/168 Village Centre & Transport WP update.
- 24/169 SC Youth Club update.
- 24/170 AONB Extension update on Joint Parishes Action Group (JPAG).
- 24/171 To ratify Pensions Policy as agreed by Finance Committee on 6 March.
- 24/171 Matters for future agendas.

Next meeting: 15 April 2024.

Signed by Philip Collings - Parish Clerk

## Appendix A

### SONNING COMMON PARISH COUNCIL

Parish Clerk's Report to the meeting on 11 March 2024

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 and Officers; B. Progress with tasks being led by Members or Committee or WP; C. To note.

<b>Actions</b>	<b>Priority</b>	<b>Status</b>
<b>General</b>		
A Ongoing Contracts Management.	High	In progress
<b>Finance Committee</b>		
A Open Youth Club account.	High	Open
<b>Planning Committee</b>		
B Inspired Villages - £7.5m allocated for affordable housing – how get funds for SCPC use.	High	Open
B Monitoring Construction Traffic Management.	High	Open
C 33/35 Peppard Road – Unmanaged property.	Low	Open
<b>Village Centre and Transport Working Party</b>		
B. Phone box –plan for next steps agreed.	Medium	Open
B VC working party to follow up on Village centre plans.	Medium	Ongoing
<b>Parks and Environment Working Party</b>		
B 'Old Copse' - Green Gym work carried out.	Low	Closed
A Allotments – all plots tenanted.	Low	Open
A Widmore Pond Wall – Brickwork repairs being investigated. OCC claim no responsibility.	Medium	Ongoing
<b>Memorial Park Working Party</b>		
A Kidmore End Memorial Hall - Trustees will take back full responsibility on 31st March 2024.	High	In progress
A Organising surface treatments around MP.	High	Ongoing
B Installation of Lighting completed.	High	Closed
B Ongoing Income generation and events for 2024.	Medium	Open
<b>Cycleway Working Party</b>		
B Ongoing raising profile of proposal.	Medium	In progress
<b>HR Working Party</b>		
A Ongoing management of staff.	High	In progress
A Health and Sickness Policy.	Low	In progress
A Administrator/Assistant Clerk appointed.	High	Closed
A Develop training programme for new and existing Cllrs and staff as part of Respect agenda.	Medium	Open
<b>Summary</b>		
A Agree future staffing of office.	High	Open
B Register of interests - Cllrs must review own information.	High	Ongoing
A Annual Risk Assessment.	Medium	Ongoing
A Annual review of Register of Assets and Investments.	Medium	Ongoing
A Finance Committee to review Annual Governance Statement.	Medium	Ongoing
A Annual Review of financial regulations.	Low	Open