

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

On Monday 15 April 2024 at **20.00** hrs in the Village Hall Wood Lane Sonning  
Common. Public and Press are welcome to attend.

**AGENDA**

- 25/001 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.
- 25/002 Public Question Time under Section 30 of Standing Orders. This session is limited to 15 minutes in total.
- 25/003 To review, receive Chairpersons' comments on and approve as correct minutes already circulated of the following meetings:
  - 003.01 Parish Council held on 12 February and 11 March 2024.
  - 003.02 Finance Committee held on 6 March 2024.
  - 003.03 Planning Committee held on 11 March 2024.
  - 004.04 HR Committee held on 29 February 2024.
- 25/004 County Councillor's Report – as circulated.
- 25/005 District Councillor's Report – as circulated.
- 25/006 Parish Clerk's Report – see Appendix A attached.
- 25/007 Memorial Park WP update and responses to SODC consultations on leisure facilities and playing pitches.
- 25/008 Cycleway project update.
- 25/009 Village Centre & Transport WP update.
- 25/010 SC Youth Club update.
- 25/011 Matters for future agendas – preparation for May meetings.

Next meeting: 13 May 2024.

Signed by Philip Collings - Parish Clerk

## Appendix A

### SONNING COMMON PARISH COUNCIL

Parish Clerk's Report to the meeting on 15 April 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.	Medium	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. Open	Medium	
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>		
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 not take back full Responsibility until 31 August 2024.	High	In progress
A Organising surface treatments around MP.	High	Ongoing
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 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