

Minutes of the Annual Meeting of Sonning Parish Council held in the Pavilion, Pound Lane, Sonning, on Tuesday 12 May 2015 at 7.30pm.

PRESENT.

Mr P J Doyle (Chairman), Mr A Evans, Mr A E Farnese, Mr T Fisher, Ms Jacobs, Mr P D Morrison, Mrs Pownall, Mr I Runnalls, Mrs L A Bates (Clerk). 1 Visitor.

APOLOGIES/WELCOME TO VISITORS.

There were no apologies. The Chairman welcomed all those present.

8661: ELECTION OF CHAIRMAN.

Mr Farnese took the Chair for this item and welcomed all those present. Mr Farnese said that he was proposing Mr Doyle as Chairman. There being no other nominations Mr Runnalls seconded and this was unanimously approved. Mr Farnese congratulated the Chairman and said that it would be good to get some younger members of the community onto the Council, there was one vacancy as Mr Hargrave had not stood for election. The Chairman echoed what Mr Farnese had said.

8662: CHAIRMAN'S DECLARATION OF OFFICE & TO ABIDE WITH THE CODE.

The Chairman signed the Declaration of office and agreed to abide with the Code. The Clerk witnessed this.

8663: COUNCILLORS DECLARATION OF OFFICE & TO ABIDE WITH THE CODE.

All the Councillors signed their Declarations of Office and agreed to abide with the Code. The Clerk witnessed these.

8664: MINUTES OF THE LAST MEETING.

The Minutes, having been circulated, were taken as read and signed by the Chairman.

8665: DECLARATION OF INTEREST.

There were no declarations of interest.

8666: SPC ELECTION RESULTS.

The Chairman said that all those that had stood for election had been deemed to have been elected as the election was uncontested.

8667: COUNCILLORS PORTFOLIOS.

PLANNING

Mr Doyle (Chair), Mr Farnese, Mr Morrison, Mr Runnalls,  
Clerk  
Named Substitutes: Mr Fisher, Mrs Pownall

HIGHWAYS

Mr Evans (Chair), Mr Runnalls  
Clerk

8667: COUNCILLORS PORTFOLIOS (Cont'd).

FINANCE

- |                              |   |
|------------------------------|---|
| 1. Regular Financial Control | Treasurer, Clerk<br>Mr Williams (Co-opted)  |
| 2. Treasurer                 | Mr Morrison   |
| 3. Budget & Precept          | Chairman, Treasurer, Clerk. Requests to be submitted by Councillors with spending responsibilities. |

RFO

Clerk

TECHNICAL SERVICES W.G.  
(AMENITIES - SPRING CLEAN)

Mr Farnese (Chair), Mr Doyle, Mr Fisher

RECREATION GROUND &  
ENVIRONMENT Inc.  
CHILDREN'S PLAYGROUND

Mrs Pownall (Chair), Mr Farnese, Clerk

POLICE & SECURITY

Mr Evans (Chair)

WEB SITE

Mr Doyle, Clerk

8668: APPOINTMENT TO OUTSIDE BODIES.

The following appointments to outside bodies were confirmed.

ALMSHOUSE TRUST	Mr Parker (from Feb '09)
SONNING & DISTRICT WELFARE TRUST	Mrs Baldwin (ongoing)
SONNING EDUCATIONAL FOUNDATION	Mrs Baldwin (ongoing)
PEARSON HALL MANAGEMENT COMMITTEE	Mrs Robinson (Ongoing)
SONNING TWINNING ASSOCIATION	Chairman (ex-officio)
SLTC	Vacant
TWYFORD AGE CONCERN	Mr Farnese
FIRE BRIGADE TRUST	Chairman (ex-officio)

8669: DEFIBRILLATOR FUNDRAISING EVENT.

The Chairman said that the Fun Day flyers were in hand and would be distributed around the Village as well as on the noticeboards. Mr Fisher would be clearing the noticeboards and a banner had been produced. Mr Farnese said that preparations for the fundraising day (24 May, 2pm till 4.30pm) were going well, there would be a bouncy castle, a dog show had been arranged and the Scouts would organise a BBQ but they needed some assistance. The Scouts had agreed to donate £200 and the after school club had promised £100. SCC would run the bar and the W.I a cake stall. Mrs Pownall said that Sonning School would run a bottle tombola and Charvil FC would make a donation. A goal shoot was also being arranged. Arrangements were being made to have a dummy defibrillator on site for people to try. Councillors and the Clerk agreed to donate a raffle prize each. Once the amount that had been raised was known the Clerk would write to Mrs Savage to advise her so that the matched funding application could be progressed.

## 8670: CORRESPONDENCE.

Pensions Regulator. Information had been received about the automatic enrolment.

Complaint from SCC. Mr Travers had e-mailed the Clerk to complain about the poor standard of cleanliness left by the football clubs. SCC had hired a cleaner for the day and much of her time had been spent cleaning the kitchen. The main concerns were about the oven/hob/microwave, all of which had been left covered in a sticky layer caused by frying. The kitchen floor was also covered in a sticky layer of fat residue. The toilets had been cleaned and another clean should remove the lime scale. SCC were asking that the football clubs should be made to clean the kitchen and toilets regularly during the football season and that they carry out a proper end of season clean up. Following discussion it was agreed to monitor the condition of the kitchen and toilets, on a monthly basis, throughout the year.

New Councillor Training. The Clerk would circulate training dates for new Councillors (17 June: 15 July: 9 September: all at the Calcot Centre 6.00pm to 9.30pm.

ROSPA Report. Although the report highlighted some pieces of equipment as of concern they had all been rated as 'No remedial maintenance at this time'.

SPC Planning Application. An e-mail had been received from WBC to say that registering planning applications was taking an additional 7 to 10 days. The application had been submitted to the WBC Planning desk on 28 April and a receipt had been issued.

Donations. ReadiBus had written to thank SPC for their donation.

SCC Installation of Electrical Supply to Scoreboard Store. The Chairman said that Mr Travers had sent an e-mail summarising the construction work for the scoreboard. This included work for the electrical supply from Beech Lodge. Permission had been granted by the Beech Lodge trustees to link into the Beech Lodge power source. In preparation for this a trench had been dug in the Playground, without SPC's permission, to allow an armour cable to be laid in preparation for the supply to be connected to Beech Lodge and the Scoreboard. Mr Fisher said that he had offered to negotiate with the Beech Lodge Trustees and to pay for the additional electricity required for the scoreboard but SCC had not been in touch about this and he was unaware that SCC intended to dig the trench. The Chairman would respond to Mr Travers asking for detailed plans, conforming to the correct standards before connecting to the supply. This was on SPC land and therefore it was SPC's responsibility to ensure the work was going to be carried out correctly.

Letters to MP's. These had been sent.

## 8671: PLANNING.

The Chairman said that the Birchley scheme had been refused but the developers were likely to put in a new application. A new application for a loft conversion had been received for 32 Sonning meadows, several other similar applications had already been granted. There was no news on the application for seven houses at Acre/August Field but a provisional listing was in place. The application for a chalet in the garden of 7 Old bath Road had been refused. The applicant at 4 Thames Terrace had included land belonging to 3 Thames Terrace in the application and this had been returned to them to make changes. Although the great House had yet to receive planning permission the first phase of the proposed works were already being undertaken. A retrospective application for the safety netting had been submitted by SPC. The Chairman said that the Dog public Golf course had been closed following an incident where someone had been hit by a golf ball. Lack of players was another factor, which was affecting Golf Clubs across the country. Mr Fisher said that he had attended a meeting of the S & SE Society and concern had been expressed about potential flooding once the latest phase of the Lafarge gravel extraction began. The Chairman said that under planning condition 51 Draining and Flooding, work could only commence once a flood risk assessment had been approved. This included a long list of ways to deal with flood risk in a flood plain. Cllr Haines said that Sonning Golf Club were looking at ways to help themselves, one was to

## 8671: PLANNING (Cont'd).

build 18 houses on land to the left of the Club House (or alternatively flats or flats and houses). Several trees with TPO's would have to be removed and poor access would be a problem. The Chairman said that the site was also in the green belt. The occupant of 1 Greendown Cottages was parking in such a way as to obstruct the pavement, which was already narrow at this point.

S106 – Update. The Clerk said that the latest allocation of S106 funding would, if approved, provide funding for the safety fence (including the planning application – £1934.50), work to the playground (including, walkways, one piece of equipment, four new seats and grinding out the tree stump £8390.40), repairs to the safety surface under the swing basket (as identified in the ROSPA report and including a walkway from the children's playground and one from the car park entrance - £2424) and repairs to the zip wire (identified by the Playdale inspector £249.31). Unfortunately, due to the way the funding was allocated there would only be £1310.65 available for the drainage ditch. Mr Farnese said that it was essential that this work was carried out. Following discussion the Chairman proposed making the application to WBC for the works listed above amounting to £12,998.21 plus £2,900 for the drainage ditch, total £15898.21. However if the total amount for the drainage ditch (£2,900) was not forthcoming the Chairman proposed taking £1589.35 from reserves. Mr Farnese seconded both proposals and this was unanimously approved. Mr Fisher asked where the water from the ditch would go. The Chairman said that it would soak away and the detailed plans would be presented to SPC prior to installation.

**The following applications were ongoing:** South Lodge Sonning Lane (F/2014/1832): Acre Field, Charvil Lane (F/2015/0235): August Field and Acre Field Charvil Lane (F/2015/0354).

St. Andrews Church (NMT/2014/2083): St Andrews Church (C/2014/2110): 33 Little Glebe (F/2014/2285): 29 Sonning Meadows (F/2014/2444): Holme Park Sonning Lane (RBCS) (F/2014/2319): Holme Park – RRFC (F/2015/0709): 4 Thames Terrace (F/2015/0262): 6 Pound Lane (F/2015/0708).

**The following applications had been approved:** There were no approvals.

**The following applications had been refused.** There were no refusals.

**The following new applications had been received.** The Great House at Sonning (F/2015/0283) Extension and re-modelling of ground floor event and function rooms: 32 Sonning Meadows (F/2015/0848) Conversion of loft space to habitable accommodation with front & rear dormer extensions & roof lights to the rear elevation: The malt House (LB/2015/0769) Listed Building consent for the proposed replacement of 3 Crittall windows in main dwelling and 2 Crittall windows in barn: 101a Pound lane (F/2015/1037) erection of a single storey side extension and conversion of existing double garage to additional habitable accommodation.

## 8672: CONSERVATION ASSESSMENT.

Mr Thorpe had been speaking to WBC and the final amended document (including illustrations) would be sent to SPC to agree prior to submission to WBC.

## 8673: QUESTIONS FOR BOROUGH COUNCILLOR.

Mr Farnese said that five other Council's had increased their precept for 2015/16, not just SPC, but Cllr Haines had made special mention about Sonning. Mr Farnese said that WBC's figures showed that there had been a large increase in the WBC Corporate and Democratic Services budget and asked Cllr Haines why this was. Cllr Haines said that he did not know the details but it was likely that this was due to the additional costs involved in funding the recent elections. The cost of hiring the large number of halls for voting/counting etc. was very expensive. Mr Farnese then congratulated Cllr Haines on being re-elected with a substantial majority. Cllr Haines said that this had been true across the District except in Shinfield where there had been local issues.

#### 8674: PARISHIONER QUESTIONS.

There were no questions.

#### 8675: WEB SITE.

Mr Gilmore was happy to continue updating for the web site.

#### 8676: FINANCE.

Report. The Clerk had circulated a report, which was noted.

#### Payment of Accounts.

The Chairman proposed paying the following payments, Mrs Pownall seconded and these were unanimously approved.

April

Mr K Trimmings – Litter March.	145.83
Inland revenue - Tax	181.85
Quadron Dog Bins March	84.24
Thames Water - allotments	61.01
Sonning Landscapes – Cut High Street hedge	25.00
Sonning Landscapes – Mow Playground	28.00
Sonning Landscapes – Mow Wharf	28.00
SSE Enterprise – St. Light Maintenance	727.52
SSE Enterprise – St. Light Repairs	42.32
Henley Contracting – Mow whole field	240.00
Glasdon – new dog bin	<u>201.15</u>
	<u>1768.92</u>

#### Income and Expenditure Account 2014/15

The Clerk had circulated the end of year figures for 2014/15. Mr Morrison proposed that these were accepted subject to audit, Mr Fisher seconded and this was unanimously approved.

#### Appointment of Internal Auditor.

The Clerk said that Mr Gilson, who had conducted the internal audit for the past three years, was willing to conduct the 2014/15 internal audit. Following discussion the Chairman proposed appointing Mr Gilson, Mr Morrison seconded and this was unanimously approved.

#### 8677: HIGHWAYS.

The Chairman said that a fast moving car had travelled around the roundabout before crashing into the white fencing between the A4 and Hawthorn Way. It had demolished a large section of the fence and had landed at an angle on the slope and had sent showers of bricks, from a low wall, onto parked cars and into gardens fronting Hawthorn Way. Apparently this was not the first time. The police had said that the noise barrier offered no protection and the Armco should be extended. The Chairman would obtain witness statements and the police report from residents so that a letter could be written to WBC asking for the crash barrier to be extended. Mr Evans would also ask the liaison officer for information at the next Neighbourhood Watch meeting. The Chairman said that he had

8677: HIGHWAYS.

seen lorries travelling in the direction of the bridge Mr Evans said that more volunteers were needed to start the speed watch. The Chairman said that temporary traffic lights in Thames Street had caused delays and he understood that if there was a house fire two fire appliances would attend. Mrs Jacobs said that she had been two men in a car with yellow jackets on taking notes on the traffic. The Chairman said that they were counting the number of cars and there was an automatic counter in Pound Lane.

8678: RECREATION AND ENVIRONMENT W.G.

- a) Quote for Transferring Electric Supply. The Chairman said that he had a quote to transfer the electrical switches for the showers from the outside boiler room to the changing room, which would avoid the need for an additional key to the boiler room. Martin Hunter, trading as T/A MJH Domestic Electrical was very good, he had installed the defibrillator and would supply a certificate. Following discussion the Chairman proposed accepting the quote for £173, Mr Farnese seconded and this was unanimously approved.
- b) Safety Checks. Mr Farnese had checked the play equipment.
- c) Request to use car park. Mrs Pownall said that Sonning School were holding their annual open day on 21 May between 3.30pm and 8.00pm. This year was the school's 50<sup>th</sup> anniversary of being on the current site and each classroom would be decorated to represent a different decade. Councillors were welcome to attend. Use the car park was agreed.
- d) Field Condition. Mrs Pownall said that CFC might not have a girls team playing during the 2015/16 season so there would be less wear on the field.

8679: TECHNICAL SERVICES.

Mr Farnese said that he had tried to find out who owned the tree which was obscuring the light outside Parkway Drive, by speaking to a resident and she had said that she would check her deeds. Mr Collier would be asked for a quote to remove the offending tree. Mr Farnese had carried out the safety checks on the Wharf.

8680: ACTION LIST.

The Action List was reviewed and updated.

8681: ARRANGEMENTS FOR THE APM – 19 MAY

The Chairman said that he would make the Chairman's report for the APM and the Planning report. Mr Evans would make a Highways report, the Clerk would make the Finance report, Mr Farnese would make the Environment report, Mrs Jacobs would report on the Allotment's and Mrs Pownall would make the Recreation report. Mr Farnese would obtain the wine and the Clerk would supply the nibbles.

8682: DATE OF THE NEXT MEETING.

The date of the next meeting would be Tuesday 9 June 2015 at 7.30pm.  
The Annual Parish Meeting would be held on Tuesday 19 May 7.00pm for 7.30pm.

Signed..... Dated.....