

HERMITAGE PARISH COUNCIL

Minutes of the meeting of Hermitage Parish Council held at Adelaide Room, Holy Trinity Church, Hermitage, Berkshire RG18 9ST on Thursday 20th June at 7.30pm

Present Cllr R Cottingham, Cllr D Brown, Cllr R Marr, Cllr S Russell, Cllr A Goldsmith (19.30pm – 20.45pm),
Cllr N Burraston, Cllr I Hunter, Dist Cllr G Simpson, Cllr T Moran

2 members of the public

In attendance Ms N Pierce (Parish Clerk)

01.06.19 **Public participation**

None

02.06.19 **Apologies for absence**

Dist Cllr H Cole, Cllr O Cronk, Cllr C Purchase

03.06.19 **Declarations of interest**

Cllr N Burraston: agenda item 10.4 Hermitage Green open spaces

04.06.19 **Matters arising from the minutes of the last meeting not referred to elsewhere**

None

05.06.19 **Report of the District Councillor**

Newly elected District Councillor Garth Simpson gave an update on WBC committees on which he sits.

06.06.19 **Planning**

6.1 Neighbourhood development plan minutes have been distributed. Meeting with senior Planning officer from West Berkshire Council and steering group went well.

6.2 A resolution was passed in accordance with the Public Bodies (Admission to Meetings) Act 1960 to exclude the public and press for discussion about a proposed traffic plan for southern Hermitage where publicity might be prejudicial to the special nature of the business.

6.3 Hermitage Parish Council was pleased to learn of the traffic research in southern Hermitage which is currently with West Berkshire Council.

07.06.19 **Report of Responsible Finance Officer, cheque signing and financials**

7.1 Report of RFO

Financial position as at 31st May 2019

Balance carried forward

(including S106 contributions)

£236,807.98

Receipts to 31st May

£ 160.00

Payments to 31st May

£ 6,891.13

Bank account balance to 31st May

£230,076.85

Less unpresented cheques

£ 5,698.00

Balance in hand

£224,378.85

7.2 Receipts and payments for consideration June 2019

7.2.1 Sunshine Commercial Services Ltd monthly charge

£ 244.37

7.2.2 Grass maintenance/Contractor

£ 649.00

7.2.3 Cost of administration (inc office 365 renewal £79.99) sal & exp	£	657.91
7.2.4 HMRC paye	£	124.93
7.2.5 Castle Water, 01/01 to 28/02 £3.37, 01/03 to 31/3 £1.77, 01/04 to 30/04 1.73, 01/05 to 31/05	£	8.65
7.2.6 Sue Russell ink cartridge	£	34.38
7.2.7 Barlow and Sons, invoice 35479/80, posts exclusion fence/posts	£	1,312.20
7.2.8 Your Space Self Storage Ltd, 08/06 – 22/11, 6-month disc 20%	£	315.36
7.2.9 mhaccounting, internal auditor	£	350.00
7.2.10 Ruth Cottingham, Laminating pouches	£	6.00
	Total	£ 3,702.80
7.3 Direct Debits previously approved; 1 & 1lonas (web site) monthly payment,		£5.99
7.4 CCLA Investment – value at 31 st March 2019; £23,653		
7.5 Lloyds deposit account roll over, maturity date 27 th June; to retain £40,000 in deposit account.		
7.6 Annual Return 2018/19		
1. The Annual Governance Statement was approved and signed.		
2. The Annual Return 2018/19 Accounting Statement was approved and signed.		
7.7 Budget line – PIG: to amend to Implementation and Development Plan, unanimously agreed.		
Part two		
7.8 Council agreed Clerk's pension: 5% of salary to be paid, commencing April 2017 and therefore backdated 2 years to eligible date.		

8 Burial ground

9 Highways

- 9.1 SID (speed indicator device) report: no update.
- 9.2 Road works on Slanting Hill: no notification of works received by residents. Letter to West Berkshire Council. Cllr Russell, Cllr Moran.

10 Environment

- 10.1 Recreation ground: need to look at wood at the gate. Contractor has done an excellent job of strimming, to advise not to spray grass mats around fitness equipment. Clerk.
- 10.2 Furze Hill: damage to gate to recreation ground reported to police. Mended by a resident. A fire, attended by the fire brigade, was started in the woodland classroom.
- 10.3 Play areas including inspection checklists, defibrillator check. Cllr Brown to do June inspections. Cllr Moran to do July. Grass matting at Pinewood park needs replacing.
- 10.3.1 Wicksteed playground inspections report of inspection on 4th April: To obtain quotes for work highlighted. Clerk
- 10.4 Hermitage Green open space: HPC would like to take over the freehold and residual commuted sum. Legal agreement To incorporate protective clause(s) retaining the area as public open space in perpetuity. Unanimously agreed.

11 Policy Reviews to Adopt

- 11.1 Code of Conduct for Parish Councillors, adopted. To be reviewed within 6 months.
- 11.2 Information and Data Protection, adopted. To be reviewed within 6 months.
- 11.3 Email contact Privacy Notice, adopted. To be reviewed within 6 months.
- 11.4 Furze Hill recreation ground and MUGA February 2018. Reviewed and agreed.

11.5 Complaints procedure March 2018. Reviewed and agreed. To be reviewed within 6 months.

12 Other matters

12.1 Village Hall: treasurer has resigned. Big Tea event Sunday 23rd June.

12.2 Councillor's roles: Appendix 1.

13 Correspondence received since the last meeting not referred to elsewhere

BALC Training and Events programme 2019

GTR Passenger Benefit Fund

Project notification; PRJ19/024 Hermitage railway path

Project notification; PRJ19/025 Slanting Hill, Hermitage

Project Notification PRJ19/026 Highway Improvement Programme 2019/20 RETEXTURING

West Berkshire Council - West Berkshire's new Leader and Executive confirmed

West Berkshire Council - Councillor Marcus Franks to be Honorary Alderman

West Berkshire Council - New Intercity Express Trains on London to Bedwyn line

West Berkshire Council - New Insulation and Heating Grants for West Berkshire Residents

Police and Crime Bulletin May 2019 - Free calls to 101, new police station for Reading, Serious Organised Crime and more....

West Berkshire Council – Climate Emergency Working Group to meet following petition

West Berkshire Council – West Berkshire Council: Council Strategy 2019-2023

West Berkshire Council – West Berkshire residents invited to take part in National Highways & Transport Survey

Police and Crime Commissioner Newsletter - June 2019

BALC – new government funding for rural broadband

- 14 Reports from parish council representatives who have attended meetings of outside bodies on behalf of the council**
- 15 Items to be raised by Councillors (information only)**
- 16 Any other items which the Chairman decides are urgent (information only)**
- 17 Date of the next meeting:**
Thursday 18th July at 7.30pm in the Adelaide Room, Holy Trinity Church.

There being no further business the meeting closed at 21.41pm.