

## HERMITAGE PARISH COUNCIL

### Minutes of the meeting of Hermitage Parish Council held at Adelaide Room, Holy Trinity Church, Hermitage, Berkshire RG18 9ST on Thursday 19<sup>th</sup> September at 7.30pm

- Present** Cllr R Cottingham, Cllr D Brown, Cllr R Marr, Cllr S Russell, Cllr A Goldsmith (19.38pm – arrived after agenda item 6, which was moved forward), Cllr I Hunter, Dist Cllr G Simpson (19.30pm-19.41pm) Cllr T Moran, Cllr Cronk, Cllr C Purchase
- 3 members of the public
- In attendance Ms N Pierce (Parish Clerk)
- 01.09.19 **Public participation**  
3 members of the public spoke about 18/03268/HOUSE, Clairewood, Hampstead Norreys Road, RG18 9TZ – Planning Appeal.
- 02.09.19 **Apologies for absence**  
Cllr N Burraston, Dist Cllr H Cole
- 03.09.19 **Minutes of meeting held 15<sup>th</sup> August**  
The minutes of the Parish Council meeting held of 15<sup>th</sup> August were agreed as a correct record and signed by the Chairman.
- 04.09.19 **Declarations of interest**  
Carolyn Purchase; 19/02091/HOUSE, The Lanterns.
- 05.09.19 **Matters arising from the minutes of the last meeting not referred to elsewhere**  
None
- 06.09.19 **Report of the District Councillor**  
District Councillors Garth Simpson and Hilary Cole provided a written report.
- 07.09.19 **Planning**  
**7.1 New applications:**  
18/03268/HOUSE, Clairewood, Hampstead Norreys Road, RG18 9TZ – Planning Appeal. Objection.  
19/02091/HOUSE, The Lanterns, Hampstead Norreys Road, RG18 9RS. Rebuild of a single garage, of similar design, in the same location as previous garage. No objection.  
19/02216/FULD, 4 High Street, Hermitage, RG18 9SR. Demolition of outbuildings and erection of 2x 4-bedroom dwellings and associated works. No objection.  
**7.2 Decision notices:**  
19/01688/FULD, 19 Briants Piece, Marlston Road, Hermitage, RG18 9SX. Approved.  
19/01564/HOUSE, fencing, amended plans, Colton, Orchard Close RG18 9RU. Withdrawn.  
19/01902/HOUSE, 18 Pinewood Crescent, Hermitage, RG18 9WL. Rear Extension. Approved.  
19/01654/FULD, Site of Former All our Own, Deacons Lane, Hermitage. Approved.  
7.3 Neighbourhood Development Plan: minutes circulated.
- 08.09.19 **Finance and report of Responsible Finance Officer**  
8.1 Report of Financial Officer. Payroll provider has advised that clerk's salary should be paid gross.

## 8.2 Report of Financial Officer

Financial position as at 30<sup>th</sup> August 2019

Balance carried forward (including S106 contributions)	£244,281.22
Receipts to 30 <sup>th</sup> August	£ 5,242.67*
Payments to 30 <sup>th</sup> August	£ 1,712.24
Bank account balance to 30 <sup>th</sup> August	£247,811.65
Unpresented cheques	£ 8.10
Balance in hand	£247,819.75
*HMRC vat reclaim	

## 8.3 Receipts and payments for consideration September 2019

8.3.1 Sunshine Commercial Services Ltd monthly charge	£ 244.37
8.3.2 Grass maintenance/Contractor	£ 637.50
8.3.3 Cost of administration (incl essential clerk guide) Salary	£ 670.24
8.3.4 Clerk expenses, stationery, office allowance, mileage	£ 90.05
Total	£1,642.16

## 8.4 Direct Debits previously approved:

1& 1lonas (web site) monthly payment, £5.99

8.5 Bank account reconciliation to 30<sup>th</sup> August approved and signed.

8.6 VAT return received on 20<sup>th</sup> August in the sum of £5,242.67.

8.7 CIL procedure: reviewed and further update needed. Cllr Goldsmith

8.8 Lloyds Fixed Term Deposit review, maturity date 27<sup>th</sup> September: to retain in deposit account. Unanimously agreed.

8.9 Direct Debit mandate: NEST pension contribution. Agreed and signed.

## 09.09.19 **Burial ground**

9.1 Memorial for approval. Unanimously agreed. Two burials arranged for October.

## 10.09.19 **Highways**

10.1 Footpath 13: resident complaint of works to pathway. Clerk has passed to WBC as their responsibility.

10.2 Footway parking on Hampstead Norreys Rd: causing mobility scooter and pedestrians to have to walk out into the road. Cllr Brown is monitoring the situation.

10.3 ATR: is open. Signage is needed. Clerk to speak with project engineer.

## 11.09.19 **Environment**

11.1 Recreation ground: nothing to report.

11.2 Furze Hill: The fence to the exclusion zone has been detached from the entrance gate. Clerk and chair have accepted quote of for its repair as this comes in at the £250 threshold (ex VAT) allowed in standing orders. Temporary repair carried out. Full repair due on September 24<sup>th</sup>.

11.2.1 Tree works: to follow through with quotes. Clerk. Necessary works to trees to go ahead before survey is carried out. Unanimously agreed.

11.3 Play areas

11.3.1 Wicksteed: including inspection checklists and defibrillator check. Cllr Purchase to do September. Playground inspections, report of inspection 4<sup>th</sup> April: further quote awaited. Cllr Cottingham.

11.4 Tree planting, Rotary club: possible areas - Furze Hill, Village Hall, Village Hall entrance. To liaise with the primary school. Cllr Ian Hunter.

- 12.09.19     **Other matters**  
12.1 Village Hall: plastering to be started soon. Trolleys and 50 chairs have been donated.  
12.2 Pinewood Park, Scout Hut lease: awaiting news.  
12.3 Land off Pinewood Crescent, Taylor Wimpey: To respond to letter received. Cllr Cottingham. To liaise with WBC regarding TPO's. Clerk.  
12.4 Hermitage Green: WBC have suggested a 75-year lease. HPC would like to understand why the free hold is not being offered. Cllr Cottingham.
- 13.09.19     **Correspondence received since the last meeting not referred to elsewhere**  
West Berkshire Council: Council welcomes improved rail timetable  
West Berkshire Council: West Berkshire Climate Conference set for October  
Royal Berkshire NHS Foundation Trust: NHS engagement event, Shaw House  
Connecting Communities in Berkshire (CCB): Community-led housing course on Thursday 19th September  
Police & Crime Bulletin August 2019 - Tributes to PC Andrew Harper and more...  
New Premises License for Co-op, Lawrence Building, Newbury Road, Hermitage, Thatcham, Berkshire, RG18 9TD  
Police and Crime Commissioner Newsletter August 2019  
District Parish Conference 22<sup>nd</sup> October 2019
- 14.09.19     **Reports from parish council representatives who have attended meetings of outside bodies on behalf of the council**  
Cllr Brown attended the Primary Care Network conference. To invite a representative to attend the HPC Annual Parish Assembly in 2020.
- 15.09.19     **Items to be raised by Councillors (information only)**  
Tribute to PC Harper. Cllr Ruth Cottingham.  
Cllr Russell stepped down as vice chair for health reasons but will remain a councillor.
- 16.09.19     **Any other items which the Chairman decides are urgent (information only)**
- 17.09.19     **Date of the next meeting:**  
Thursday 17<sup>th</sup> October at 7.30pm in the Adelaide Room, Holy Trinity Church.

There being no further business the meeting closed at 21.39pm.