

HERMITAGE PARISH COUNCIL

Minutes of the meeting of Hermitage Parish Council held at Adelaide Room, Holy Trinity Church, Hermitage, Berkshire RG18 9ST on Thursday 21st November at 7.30pm

Present Cllr R Cottingham, Cllr D Brown, Cllr R Marr, Cllr S Russell, Cllr A Goldsmith, Cllr I Hunter, Cllr T Moran, Cllr C Purchase, Cllr N Burraston

1 x member of the public

In attendance Cllr S Russell, Cllr C Purchase

01.11.19 Public participation

Discussion of the extent of Warwick House and Exton House that has been built without planning permission or with retrospective permission.

02.11.19 Apologies for absence

Ms N Pierce (Parish Clerk) Dist Cllr H Cole, Cllr O Cronk, Cllr .G Simpson

03.11.19 Minutes of last meeting

The minutes of the Parish Council meeting held on 17th October were agreed as a correct record and signed by the Chairman.

04.11.19 Declarations of interest

Cllr Cottingham – Coop signage plan

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

None

06.11.19 Report of the District Councillor

A written report had been provided.

07.11.19 Planning

7.1 New applications:

19/02706/HOUSE Exton House and Warwick House, Deacons Lane, Hermitage. Erection of single storey extension to rear of each dwelling. Lucinda Pinhorne-Smy 25/12/2019

Objection

19/02735/HOUSE Laurel Cottage, Chapel Lane, Hermitage, RG18 9RL. Alterations and a two-storey extension to the rear of Laurel Cottage. Isabel Oettinger 02/01/2020

No objection

7.2 Decision notices:

19/01856/HOUSE 17/10/2019/HOUSE Yew Tree House High Street Hermitage Thatcham Berkshire RG18 Single storey side extension. Approved.

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. Approved

19/01578/COND1, Sarnia, High Street, Hermitage, Thatcham. Application for approval of details reserved by Condition 5 - SuDS, Condition 6 - CMS and Condition 7 - Access

Surfacing of previous application 17/00740/FULD: Proposal for the erection of 1 no. two bedroom dwelling and associated single storey double garage to rear of Sarnia, Hermitage, Approved

19/00765/ Brackenveldt, Hampstead Norreys Road, Hermitage. Replace existing fence with 1.9m fence and remove 2.13m wall. Appeal Ref: APP/W0340/D/19/3236787

Appeal dismissed

19/02414/HOUSE, Granville, Hampstead Norreys Road, Hermitage. Single storey rear extension and first floor extension over garage. Approved.

19/02370/HOUSE, 16 Pinewood Crescent, Hermitage, RG18 9WL. Single storey rear extension. Approved.

7.3 New Co-op site proposed lighting plan: discussed, Cllr Cottingham to follow up.

7.4 Neighbourhood Development Plan: minutes discussed

7.5 Eling Estate: to be carried forward to December meeting.

08.11.19 **Finance and report of Responsible Finance Officer**

8. Financial position as at 31st October 2019

Balance carried forward	
(including S106 contributions)	£246,117.38
Receipts to 31 st October	£ 2,064.12*
Payments to 31 st October	£ 11,209.98
Balance	£236,971.52
Less unpresented cheques	<u>£ 64.60</u>
Balance in hand	£236,906.92

*Bank interest, CCLA investment interest, burial ground, projector refund

8.1 Report of Financial Officer

8.1.1 Amendments to minutes from July to September: amendments to include financial information previously omitted, agreed.

8.2 Receipts and payments for consideration November 2019

8.2.1 Sunshine Commercial Services Ltd monthly charge	£ 244.37
8.2.2 Grass maintenance/Contractor	£ 649.00
8.2.3 Cost of administration	Salary £ 656.25
8.2.4 Clerk expenses, stationery	£ 24.55
8.2.5 Barlow and Sons, invoice 6871 £54.67, credit note 3189 £27.34	£ 27.33
8.2.6 Autela Payroll Services, invoice 2914	£ 190.43
8.2.7 Castle Water, invs; 5315, 5593, 0336, 4246	£ 7.02
8.2.8 Yattendon Estate, Christmas Tree	£ 70.00

Total £1,868.95

8.3 Direct Debits previously approved:

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

8.4 CCLA: the mid-market value is £23,432.12 at 30th September 2019. A dividend payment in the sum of £265.85 was received on 31st October 2019.

8.5 The CIL payment for the period 1 April to 30 September 2019 is nil.

8.6 FWP report: accepted

8.6.1 Part two – clerk holiday pay entitlement: discussed and agreed.

8.7 Reclaim of tax payments from HMRC: Clerk to continue working with Autela to resolve this issue.

09.11.19 **Burial ground**

9.1 Memorial after cremation for approval: Agreed

9.2 Honouring residents for community service: policy agreed.

10.11.19 **Highways**

10.1 Eling Way (ATR): an official opening date has been requested.

10.2 SID (speed indicator device): now Community Speed Watch, has been deployed successfully for north bound traffic. Further deployments planned.

- 11.11.19 **Environment**
- 11.1 Recreation ground: nothing to report.
 - 11.2 Furze Hill: Chairman's written report.
 - 11.2.1 Tree health and safety inspections: to accept a quote £660 + vat: Agreed
 - 11.3 Play areas including inspection checklists, defibrillator check. Cllr Burraston to do December.
 - 11.3.1 Playground inspections report: inspection 4th April, report chased.
 - 11.3.2 Signage and security cameras for Pinewood Park and scout hut: quote for signage, to be paid for from open space budget, agreed. Security cameras to be followed up. Cllr Cottingham.
 - 11.3.3 Community Services: Litter picking – to clerk to check insurance covers volunteers.
 - 11.4 Land adjacent to Pinewood Crescent: use maintenance fund for tree clearance and replanting.
 - 11.5 Tree Planting, Rotary club: possibility of planting at school to be chased. Cllr Hunter
 - 11.6 TPOs for woods adjacent to the settlement boundary and oak adjacent to Dines Way Green: Chairman's report.
 - 11.7 Plastics recycling: response from Cllr Simpson in District Councillor's report.
- 12.11.19 **Procedure reviews to adopt**
- 12.1 The Disciplinary and Grievance procedure: agreed to postpone to January meeting in light of document published by NALC.
- 13.11.19 **Other matters**
- 13.1 Village Hall: room rent may increase, tbc at December meeting. Cloakrooms final fix is being completed.
 - 13.2 Christmas Tree, replacement lights: agreed.
 - 13.3 The HPC meeting dates 2020 – 21: agreed.
- 14.11.19 **Correspondence received since the last meeting not referred to elsewhere**
- Police and Crime Commissioner Newsletter – October 2019
 - West Berkshire Council: Conviction for builder for unnecessary and overpriced roofing work in Hampshire and Berkshire; Winter plan in place to support rough sleepers; Peer review for West Berkshire Council
- 15.11.19 **Reports from parish council representatives who have attended meetings of outside bodies on behalf of the council**
- Cllr Cottingham attended the NALC AGM on October 28th – 29th, BALC AGM Wednesday 13th November
- 16.11.19 **Items to be raised by Councillors (information only)**
- Question of who is responsible for putting Remembrance Day poppies on village lamp posts.
 - Hermitage primary school recently awarded a Good report from Ofsted under the new framework.
- 17.11.19 **Any other items which the Chairman decides are urgent (information only)**
- 18.11.19 **Date of the next meeting:**
- Thursday 12th December at 7.30pm in the Adelaide Room, Holy Trinity Church.

There being no further business the meeting closed at 9.49pm.