

HERMITAGE PARISH COUNCIL

Minutes of the virtual meeting of Hermitage Parish Council held On Thursday 23rd April 2020 at 7.30pm

- Present** Cllr R Cottingham, Cllr R Marr, Cllr A Goldsmith, Cllr T Moran, Cllr C Purchase, Cllr M Yam, Dist Cllr H Cole, Dist Cllr G Simpson, Cllr I Hunter, Cllr N Burraston, Cllr D Brown,
One member of the public
In attendance Ms N Pierce (Parish Clerk)
- 01.04.20 **Public participation**
- 02.04.20 **Apologies for absence**
Cllr S Russell
- 03.04.20 **Minutes of meeting held 19th March 2020**
The minutes of the Parish Council meeting held of 19th March were agreed as a correct record and signed by the Chairman.
- 04.04.20 **Declarations of interest**
Cllr Cottingham 20/009/COND3, Coop site, Newbury Road, Hermitage.
- 05.04.20 **Matters arising from the minutes of the last meeting not referred to elsewhere**
Actions all completed
- 06.04.20 **Report of the District Councillor**
The District Councillors provided a written report.
WBC would be having a meeting the following day via Zoom to amend the constitution so that remote meetings can take place. The agenda is on the Council web site. An Exec meeting would be held on Thursday evening and all public questions will receive a written response with no supplementary questions being allowed.
Planning committees conducted via Zoom will invite written representations from all of the bodies who usually have speaking rights: Town/Parish Councils, supporters, objectors, applicant/agent, ward member. These will be limited to 500 words. Members will not be able to ask questions of these representatives but will be able to ask questions of officers and participate in the debate.
- 07.04.20 **Planning**
7.1 New applications:
20/00912/FULEXT, Land at End of Charlotte Close, Hermitage. Erection of 18 dwellings and associated landscape and highway works. Objection
20/009/COND3, Coop site, Newbury Road, Hermitage. No objection
19/02993/OUTMAJ, (previously approved 2017 - 17/03290/OUTMAJ). The Old Farmhouse, Newbury Road, Hermitage. Objection
20/00881/HOUSE, Pineleigh, Newbury Road, Hermitage, RG18 9TD. Conversion of garage to annexe and new roof to create first floor bedroom and ensuite. No objection
Appeal 19/02735/HOUSE, Laurel Cottage, Chapel Lane, Hermitage RG18 9RL. Alterations and a two-storey extension to the rear of Laurel Cottage. Appeal noted
7.2 Decision notices:
20/00293/HOUSE, Pippins, Pond Lane, Hermitage RG18 9RN. Single storey rear extension. Approved

20/00218/HOUSE, 16 Briants Piece, Hermitage, Thatcham. Demolition of existing single storey side porch, single storey rear extension with garage conversion, internal modifications and rendering to existing bungalow. Approved.

7.3 Neighbourhood development plan: documents circulated.

7.4 HELAA Settlement Boundary: Cllr N Burraston to draft response.

08. 04.20 Finance and report of Responsible Finance Officer

8. Financial position as at 31st March 2020

Balance carried forward	
(including S106 contributions)	£228,405.55
Receipts to 31 st March	£ 635.33
Payments to 31 st March	£ 2,771.90
Balance	£226,268.98
Less unrepresented cheques	<u>£ 1,184.83</u>
Balance in hand	£225,084.15

8.1 Report of Financial Officer

8.2 Receipts and payments for consideration April 2020

8.2.1 Sunshine Commercial Services Ltd monthly charge	£ 244.37
8.2.2 Grass maintenance/Contractor	£ 629.00
8.2.3 Cost of administration	Salary £ 814.76
8.2.4 Clerk expenses, stationery & defibrillator pads	£ 50.92
8.2.5 ICO – data protection fee	£ 40.00
8.2.6 Barlow & Sons, nails & rabbit spiral	£ 15.55
8.2.7 Grant payment 2020/21 – Hermitage Village Hall	£ 355.00
8.2.8 Grant payment 2020/21 – Hermitage Pre School	£ 500.00
8.2.9 Grant payment 2020/21 – Hermitage Horticultural Society	£ 285.00
8.2.10 Grant payment 2020/21 – Hermitage Holy Trinity Church	£ 1,400.00
8.2.11 Grant payment 2020/21 – Hermitage Scouts	£ 455.00
8.2.12 Community Group – Covid 19	£ 500.00
Total	£ 5,289.60

8.3 Direct Debits previously approved:

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

8.4 Bank account reconciliation to 31st March 2020: approved

8.5 CCLA Investment value at 31st March (bid valuation) is £22,453.

8.6 Insurance for 3 years 2020 – 2023: approved for 3 years Zurich municipal

8.7 Chairman’s annual report 2019 – 2020: to be provided in May

8.8 RFO annual report 2019 – 2020: report provided. Grant payments to be sent after receipt of reports and evidence of sponsorship.

09. 04.20 Burial ground

9.1 Burial booklet and rules to be reviewed in January 2021.

9.2 Memorial headstone and ledger; approved. Clerk to contact the funeral director.

10. 04.20 Highways

10.1 Replacement bus shelter: Quote from Hartwood Oak accepted in the sum of £10,440. Cllr Cottingham is in the process of applying for a grant. Cllr Burraston to draft an acceptance letter.

- 11.04.20 **Environment**
- 11.1 Recreation ground: mowed.
 - 11.2 Furze Hill: Tree works to be carried out week commencing 20th April.
 - 11.2.1 Rope swings at Furze Hill and Dines Way: risk assessments to be carried out by Cllr T Moran.
 - 11.3 Pinewood Park: scout hut CCTV. Initial quote received £950, two further quotes to be requested, Cllr Moran (Trinity) Cllr Burraston (one other).
 - 11.4 Annual playground inspections: defer until June 2020, approved.
 - 11.5 Defibrillator check done and new pads ordered.
 - 11.6 Grounds Maintenance: to do all as usual, if safe to do so.
- 12.04.20 **Other Matters**
- 12.1 Village Hall: closure to be reviewed on 30th May.
 - 12.2 Hermitage Support Group/Covid 19: Cllr Purchase provided a report. HPC would like to thank CllrPurchase, Mr A Murray, Mr J Turner and all the volunteers for the huge amount of work they have done for the community.
- 13.04.20 **Correspondence received since the last meeting not referred to elsewhere**
- West Berkshire Council: Have your say on our draft Housing Allocations Policy
 - West Berkshire Council: Care Homes to close to all but essential visitors
 - West Berkshire Council: West Berkshire Community Support Hub launches
 - West Berkshire Council: Support for West Berkshire businesses affected by COVID-19
 - West Berkshire Council: Car parking free at West Berkshire Council-operated car parks
 - West Berkshire Council: Changes to Public Bus Network in West Berkshire during COVID-19
 - West Berkshire Council: Update on waste services for West Berkshire during the Coronavirus pandemic
 - West Berkshire Council: Produces Coronavirus advice leaflet for residents
 - West Berkshire Council: Helps accommodate rough sleepers across the district
 - West Berkshire Council: Produces Coronavirus advice leaflet for residents
 - West Berkshire Council: Covid-19 pandemic scams surge – don't fall for them
 - West Berkshire Council: An update on West Berkshire Schools and arrangements for the Easter holidays
 - West Berkshire Council: Launches Emotional Health Academy Helpline
 - West Berkshire Council: Announces refund for school transport
 - West Berkshire Council: Covid-19: Waste and Recycling news
 - Police & Crime Bulletin March 2020 - Coronavirus update; 10-year sentence for drug dealer; more tasers for police; and more
 - Police and Crime Commissioner Newsletter March 2020
- 14.04.20 **Reports from Parish Council representatives who have attended meetings of outside bodies on behalf of the council**
- Planning Webinar: Cllr R Cottingham, Cllr N Burraston
- 15.04.20 **Items to be raised by Councillors (information only)**
- Dist Cllr Cole thanked the Hermitage Support Group for their tremendous community effort.
 - Tree down at Furze Hill, arborists have been made aware.
- 16.04.20 **Any other items urgent (information only) - None.**
- 17.04.20 **Date of the next meeting:**
- Thursday 21st May at 7.30pm, virtual meeting
 - There being no further business the meeting closed at 20.52.

Actions

7.1 20/00912/FULEXT, Land at End of Charlotte Close, Hermitage. Erection of 18 dwellings and associated landscape and highway works; Cllr N Burraston to draft response.

7.1 20/009/COND3, Coop site, Newbury Road, Hermitage; Cllr Burraston to write to planning about contractors non-compliance with the developers construction method statement.

Cllr Cottingham to write to clerk of works about removal of skip and adherence to permitted working hours.

7.4 HELAA Settlement Boundary; Cllr N Burraston to draft response.

8.7 Chairman annual report 2019 – 2020; to be provided in May

9.2 Memorial headstone and ledger; approved. Clerk to contact the funeral director.

10.1 Replacement Bus Shelter: Quote from Hardwook Oak accepted in the sum of £10,440, Cllr Cottingham is in the process of applying for a grant. Cllr Burraston to draft an acceptance letter.

11.2.1 Rope swing and Furze Hill and Dines Way; risk assessments to be carried out by Cllr T Moran

11.3 Pinewood Park; scout hut CCTV. Initial quote received £950, two further quotes to be requested, Cllr T Moran (trinity) Cllr N Burraston (one other).