

## HERMITAGE PARISH COUNCIL

### Minutes of the virtual meeting of Hermitage Parish Council held On Thursday 21 May 2020 at 7.30pm

- Present** Cllr R Cottingham, Cllr R Marr, Cllr S Russell, Cllr T Moran, Cllr C Purchase, Cllr I Hunter, Cllr N Burraston, Cllr D Brown  
No members of the public  
In attendance Ms N Pierce (Parish Clerk)
- 01.05.20 **Public participation**  
None
- 02.05.20 **Apologies for absence**  
Cllr A Goldsmith, Dist. Cllr H Cole, Dist. Cllr G Simpson, Cllr M Yam
- 03.05.20 **Minutes of meeting held 23<sup>rd</sup> April 2020**  
The minutes of the Parish Council meeting held of 23<sup>rd</sup> April were agreed as a correct record and signed by the Chairman.
- 04.05.20 **Declarations of interest**  
Cllr Cottingham 20/008800/COND4 Coop lighting Coop site, Newbury Road, Hermitage.
- 05.05.20 **Matters arising from the minutes of the last meeting not referred to elsewhere**  
Actions all completed
- 06.05.20 **Report of the District Councillors**  
The District Councillors provided a written report.
- 07.05.20 **Planning**  
**7.1 New applications:**  
20/00952/HOUSE, 4 Kiln Close, Hermitage, RG18 9TQ. Demolition of conservatory building and construction of a single storey extension to the rear of the existing dwelling. No objection.  
20/008800/COND4 Coop lighting. No objection.  
Cllr Burraston to draft a letter regarding HPC environmental concerns about the site.  
**7.2 Decision notices:**  
20/00619/COND3, Lawrence Building, Newbury Road, Hermitage. Application for approval of details reserved by Conditions 4 (CMS), 15 (Contamination) and 19 (Drainage) of planning permission reference 19/00029/FULD. Approved.  
20/00406/COND1, Land at the Old Farmhouse, Application for approval of details reserved by condition (5) Advance planting of landscape buffer of planning permission 17/03290/OUTMAJLand at The Old Farmhouse, Newbury Road, Hermitage, Thatcham. Approved.
- 7.3 Neighbourhood Development Plan: meeting 19 May minutes circulated.
- 08.05.20 **Finance and report of Responsible Finance Officer**  
8. Financial position as at 30<sup>th</sup> April 2020  
Balance carried forward  
(including S106 contributions) £225,084.15  
Receipts to 30<sup>th</sup> April £ 25,478.87  
Payments to 30<sup>th</sup> April £ 13,096.60

Balance	£237,466.42
Plus unrepresented cheques	<u>£ 4,157.80</u>
Balance in hand	£241,624.22

#### 8.1 Report of Financial Officer

#### 8.2 Receipts and payments for consideration May 2020

8.2.1 Sunshine Commercial Services Ltd monthly charge		£	251.70
8.2.2 Grass maintenance/Contractor		£	579.00
8.2.3 Cost of administration	Salary	£	745.01
8.2.4 Clerk expenses, stationery & defibrillator pads		£	70.59
8.2.5 WBC: PC elections admin charge May 2019		£	75.00
8.2.6 Castle Water, burial ground (01/02 – 31/07)		£	13.98
8.2.7 Webb & Cook Ltd, tree works		£	4,524.00
	Total	£	6,259.28

#### 8.3 Direct Debits previously approved:

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

8.4 Metro rollover of Community Fixed Rate to new fixed rate account and transfer of £500 to Lloyds bank; approved. Clerk to arrange paperwork.

8.5 Storage facility: storage for next 6 months approved. Boxes held in storage to be reviewed by councillors. Cllr Cottingham to visit storage to collect boxes.

#### 09.05.20 **Burial ground**

None

#### 10.05.20 **Highways**

10.1 Replacement bus shelter: Cllr Cottingham is in the process of applying for a grant.

#### 11.05.20 **Environment**

11.1 Recreation ground: mowed.

11.2 Furze Hill: tree works have been done.

11.3 Rope swings at Furze Hill and Dines Way: risk assessments carried out. Contractor to do weekly inspections.

11.4 Dines Way oak tree and fencing: clerk to write to resident.

11.5 Land adjacent to Pinewood Crescent: awaiting response from Taylor Wimpey.

11.6 Defibrillator checks done, new pads in place.

#### 12.05.20 **Policy & Register reviews to approve:**

12.1 Standing Orders: new section on virtual meetings added and approved.

12.2 Freedom of Information: approved.

12.3 Risk Assessment Schedule: approved.

12.4 Asset Register: approved.

12.5 Statement of Assets: approved.

#### 13.05.20 **Other Matters**

13.1 Village Hall: closure to be reviewed on 30<sup>th</sup> May.

13.2 Hermitage Support Group/Covid 19: Cllr Purchase provided a report.

13.2.1 SSEN Resilience Fund in the sum of £1,244 received.

#### 14.05.20 **Correspondence received since the last meeting not referred to elsewhere**

West Berkshire Council: to receive additional Covid-19 Government funding

West Berkshire Council: to defer May Business Rates

West Berkshire Council: moves to virtual meetings during Covid-19 pandemic

West Berkshire Council: gives green light to UK's first Community Municipal Investment

West Berkshire Council: bonfire bulletin for parish councils  
West Berkshire Council: working to reopen recycling centres  
West Berkshire Council: Coronavirus mobile testing site to run in West Berkshire 8<sup>th</sup> May  
West Berkshire Council: recycling centres to open 14<sup>th</sup> May with a booking system  
West Berkshire Council: local business donates frozen food to Newbury soup kitchen  
Police & Crime Bulletin April 2020 🚓 -  
Police and Crime Commissioner Newsletter April 2020  
Royal Berkshire Fire and Rescue Service - Integrated Risk Management Plan – Strategy Consultation

15.05.20 **Reports from Parish Council representatives who have attended meetings of outside bodies on behalf of the council**

Cllr Cottingham, virtual meeting Local Access Forum  
Cllr Brown provided an update on river Pang flood  
Cllr Moran updated on Pinewood Park CCTV quotes  
Cllr Hunter provided an update on Hermitage Primary's return to school plans

16.05.20 **Items to be raised by Councillors (information only)**

17.05.20 **Any other items urgent (information only)**

None.

18.05.20 **Date of the next meeting:**

Thursday 18th June at 7.30pm, virtual meeting  
There being no further business the meeting closed at 21.21.