

HERMITAGE PARISH COUNCIL

MINUTES OF THE MEETING HELD ON JANUARY 17TH 2008.

Present.

Mr D. Brown. Chairman
Mr R. Allum
Ms R Cottingham,
Mr M Frost
Mrs M. Goodman.
Mrs F. Groves.
Mr K Miller
Mr R Rodgers

Mr Q. Webb. District Councillor
Mr C.W.Goudge Clerk

Two members of the public.

The Chairman extended a warm welcome to Mr Rodgers who was attending his first Council meeting after co-option as a Councillor.
Mr Rodgers signed his Declaration of Acceptance of Office.

93. Public participation.

It was reported that the cats eyes in the centre of the High Street are becoming dislodged. There were thirteen missing from Marlston Road to the Village Shop. It was decided to inform WBC Highways.

94. Apologies for absence.

There was an apology for absence from Mrs Willis.

95. Minutes of the meeting held on December 13th.

The minutes had been circulated.
Minute 83 was in error and withdrawn from the minutes.
With this amendment the minutes were agreed as correct and signed by the Chairman.

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

Minute 82.

i Parish notice boards.

It was decided to take this forward to the A.P.A. In the meantime questionnaires would be given to all the houses in Hermitage Green asking opinions on a number of matters including the possible location of a notice board.



- ii Standards Board of England.
The Board confirmed that the Council has adopted the new Code of Conduct with an election for para 12 (2)

97. The report of the West Berkshire Councillor.

Mr Webb had no detailed matters to report.

98. Planning.

Decisions from the Planning Authority

		Decision
07/02155/HOUSE	East Bungalow, Wellhouse. Greenhouse.	Approval
07/02165/HOUSE	36, Pinewood Drive, Hermitage. Conservatory	Approval
07/02271/FULD	Land adjacent to the Old Vicarage. 2 new houses	Approval
07/02226/FULD	The Gabled House, Yattendon Road. 16 apartments	Withdrawn

New planning applications.

None had been received.

Other matters.

- i Denison Barracks.
It was reported that the Barracks could be closed after 2010. There appeared to be other options which might become available.
- ii S.106 funding.
WBC Legal Department is of the opinion that the amount of £24,310 available under an S.106 agreement could not be used for a contribution towards building changing rooms as part of a new Village Hall.

99. Highways.

Matters arising from the minutes of the last meeting.

Minute 85.

- i Marlston Bridge traffic.
There was wide ranging discussion about the present arrangements. It was decided to write to WBC and ask for a revision of the current system.
- ii Footpath with barbed wire.
A report is awaited from WBC.
- iii Sewer replacement.
It appears that start of the work is imminent.
- iv M4 noise
A further report had been received noting the recent meeting with Trevor Gibbs. A summary would be prepared.

New matters.

- i WBC evaluation of Parish bids forecast for December 2007.
It is not known if this has been carried out.



- ii Prohibition of driving.
There is to be prohibition of driving at Streatley Hill and the A129 on the weekends of February 9th and 17th.

100. Environmental.

Matters arising from the minutes of the last meeting.

Minute 86.

- i Dog waste bin.
It was decided to purchase a bin from WBC. Costs would be £296.96 to buy and install the bin with £42.21 a year to for a weekly empty and monthly wash.

New matters.

- i Hermitage Green playground.
The questionnaire which is to be sent to the residents will contain a question as to whether the playground should be altered and / or moved. The matter would be reviewed when the data is available.

101. Finance.

- i Receipts

Bank of Scotland.	Interest	December	£136.71
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- ii Payments authorised.

Thames Water.	Burial Ground		£6.76
F.C.Lawrence	Grasscutting etc		£348.08
C.W.Goudge	Salary & expenses		£373.25
- iii Other.
 - i The Statement of Receipts & Payments to date was noted.
 - ii Two late grant applications were discussed.
 - (a) Hermitage & Curridge Youth Club.
It was decided to make a grant of £1,000.
 - (b) Hermitage Pre-School
It was decided to make a grant of £750.
- iii The Precept for 2008 / 2009 was set at £ 26,000.
The Precept has been increased by £7,000 compared to 2007 / 2008, to partly provide for the increased need for services due to the additional number of houses which have been built in the Parish over recent years.

102. Burial Ground.

There had been a meeting with the Agent of the applicant for a memorial. Plans for their suggestions are awaited.

103. Correspondence received since the last meeting not referred to elsewhere.

The correspondence was discussed, and, where appropriate, placed into circulation.



104. Items to be raised by Councillors.

It was reported that the Footpath No 16 is fully flooded, possibly due to work by Contractors. It was decided to report this to WBC.

It was decided to send invitations to the people who usually attend the A.P.A.

105. Date of the next meeting.

Thursday February 21st at 7.45pm in the Adelaide Room, Holy Trinity Church.

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Chairman Date

THE PUBLIC WERE THEN ASKED TO RETIRE UNDER THE PROVISIONS OF THE PUBLIC ADMISSIONS LEGISLATION.

106. Co-option of Councillors

Mrs Groves proposed that Mr Andrew Hayes-Jones should be co-opted to the Council. Mr Frost seconded the proposition which was carried unanimously.

Ms Cottingham proposed that Mr Bradford Jennings be co-opted to the Council. Mr Frost seconded the proposition which was carried unanimously.

The Clerk would write to both gentlemen.


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Chairman Date
21.2.08

HERMITAGE PARISH COUNCIL

MINUTES OF THE MEETING HELD ON FEBRUARY 21ST 2008.

Present.

Mr D. Brown.	Chairman
Mr R Allum	
Ms R Cottingham,	
Mr M Frost	
Mrs M. Goodman.	
Mrs F. Groves.	
Mr A. Hayes-Jones	
Mr B. Jennings	
Mr K Miller	
Mr R Rodgers	
Mrs K. Willis.	

Mr Q. Webb.	District Councillor
Mr C.W.Goudge	Clerk

Twelve members of the public.

The Chairman extended a warm welcome to Mr Hayes-Jones and Mr Jennings who were attending their first Council meeting after co-option as Councillors.

Mr Hayes-Jones and Mr Jennings signed their Declarations of Acceptance of Office.

106. Public participation.

Concern was strongly expressed regarding the proposed widening of the pavement in the High Street. It was felt that any widening would result in traffic being unable to pass adequately in the narrowed space, particularly as there are usually vehicles parked on the Post Office side which themselves narrow the carriageway. Emergency services might not be able to pass other vehicles at a critical time, and many times there are vehicles parked in driveways. It was noted that, in the Parish Plan, there is a concern about pedestrian safety. The widening scheme was the subject of meetings earlier last year with WBC, but it was suggested that it would be useful if the responsible WBC Highways Officer could come to a Council meeting to address the subject before implementation.

It was reported that the lighting on the 30mph sign at the top of the Village does not work, and there are also other traffic signs, which should be lit, are not functioning.

107. Apologies for absence.

There was an apology for absence from Mr Pask.

108. Minutes of the last meeting held on January 17th 2008.

The minutes had been circulated, were agreed as correct and signed by the Chairman.

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

Minute 96.

- i Parish Council notice boards.
This matter is to be taken to the APA in April.
- ii APA Agenda.
The Agenda was discussed and agreed. The Chairman would arrange printing.

110. The report of the District Councillor.

111. Planning.

Decisions from the Planning Authority.

		Decision
07/02330/HOUSE	Fairfields Farm, Red Shute Hill. Extension and conservatory	Approval

New planning applications.

07/02615/FUL Hermitage Primary School
Outdoor pavilion.

The Council returned "no objections".

HERE MRS GOODMAN DECLARED A PERSONAL INTEREST AND RETIRED FROM THE MEETING.

07/02791/FUL The Birches, Slanting Hill.
Demolish bungalow & erect new dwelling

The Council objected to the application on the following grounds.

1. **The new dwelling would be too massive for the surroundings, and it would be out of keeping both with the Village vernacular and the provisions of the Parish Plan.**

HERE MRS GOODMAN RETURNED TO THE MEETING.

HERE MR RODGERS AND MR ALLUM DECLARED A PERSONAL INTERESTS AND RETIRED FROM THE MEETING.

08/00144/HOUSE Holly Lodge, Pond Lane.
Garage replacement.

The Council returned "no objections".

HERE MR RODGERS AND MR ALLUM REJOINED THE MEETING

08/00131/FUL 11, Bryant's Piece, Hermitage.
Side extension & porch.

The Council objected to the application on the following grounds.

- 1 **The extension does not accord with the building as required by SPG's**
2. **The extension would not accord with the perceived vernacular.**

08/00026/FUL Bryants Cottage, Yattendon Road.
Revised plans for minor change to extension

The Council returned "no objections"

Councillors would be attending the meeting.

108. Finance.

Receipts.

Bank of Scotland	Interest	January	£134.52
WBC	S.106 indexation.		£203.66

Payments for authorized.

F.C.Lawrence	Grasscutting & Shelter tidy	£348.08
C.W.Goudge	Salary & expenses	£387.50
WBC	Dog bin & installation	£296.96
BALC	Councillor training day	£117.00
Mrs Groves	Mileage to CTD	£61.94
Bradfield Parish Council	Photocopy rent - half year	£27.50
Mortimer West End P.C.	Stationery & Computer supplies	
	Half year	£65.90

Other matters

- i The Statement of Receipts & Payments to date was noted.
- ii It was decided to obtain quotations for grasscutting & bus shelter tidy 2008 / 2009

109. Burial Ground.

- i Request for a memorial stone.
Nothing further has been heard from the Agents.
- ii Water supply.
Thames Water have been asked to investigate the supply to the tap.
- iii Request for a memorial.
Plans have been submitted for Council's approval. It was decided to research the existing burial ground rules before replying to the request.
- iv Request for a reserved grave space.
It was decided to grant the request.

110. Correspondence received since the last meeting not referred to elsewhere.

The correspondence was discussed, and, where appropriate, placed into circulation.

111. Items to be raised by Councillors.

A number of items had been tabled for inclusion in this meeting's Agenda, and it was decided to take them forward to the next meeting.

It was reported that a manhole on Red Shute Hill was giving flooding problems, and it was decided to report this to WBC.

112. Date of the next meeting.

Thursday March 13th at 7.45pm in the Adelaide Room, Holy Trinity Church.

W Brown

Chairman

13.3.08

Date

HERMITAGE PARISH COUNCIL

MINUTES OF THE MEETING HELD ON MARCH 13TH 2008.

Present.

Mr D. Brown.	Chairman
Mr R. Allum	
Ms R Cottingham.	
Mr M Frost	
Mrs M. Goodman.	
Mrs F. Groves.	
Mr A. Hayes-Jones	
Mr B. Jennings	
Mr R Rodgers	
Mrs K. Willis.	
Mr G. Pask.	District Councillor
Mr C.W.Goudge	Clerk

Twenty four members of the public.

113. Public Forum.

The Chairman welcomed Jon Winstanley from WBC Highways Department. Mr Winstanley reviewed the way in which the programme for widening the footpath in High Street had evolved and the position under the present proposed scheme.

A number of comments were then made by the Public.

- There are difficulties at present in vehicles passing each other in High Street and the scheme would only make matters worse.
- Traffic calming measures would be of positive help.
- The increase in Hermitage population means there are more vehicles using the High Street adding to the problem.
- Widening the footpath would not prevent vehicles parking on the pavement, thus preventing pedestrians using the footpath safely. There are vehicles which mount the pavement in order to pass even when there are pedestrians using the footpath.
- Whilst there could be support for the scheme from pedestrians, particularly those using the footpath to go to and from School, there should be an overall traffic study to see if the perceived problems could be alleviated.
- Is there another comparable Village where a scheme has been instituted, as this might provide guidance in handling the traffic.

Mr Winstanley suggested that strategically placed bollards might help, and, although it would be given thought, there did not appear to be a comparable Village scheme of which he was aware. Ward Members would now need to be consulted as to the next steps.

It was decided to place the matter on the Agenda for the next meeting when the Council would formally table their views.

114. Apologies for absence.

Apologies for absence had been received from Mr Miller and Mr Webb.

115. Minutes of the last meeting held on February 21st 2008.

The minutes had been circulated, were agreed as correct and signed by the Chairman.

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

Minute 111.

- i Resolution to accept the summons to a meeting by email.
It was decided to accept such a means.
- ii Council meetings in an emergency.
It was decided that Standing Orders covered this.
- iii Location of Council meetings.
It was debated as to whether a larger hall would be preferable. It was decided for the moment to meet as at present, but to investigate the suitability and availability of the Village Hall and School.
- iv Parish Plan.
This would be discussed at the forthcoming A.P.A.
- v Standing Orders and Financial Regulations.
It was decided to adopt the Standing Orders and Financial Regulations.
- vi Allocation of Councillor's roles.
It was decided to review these at the next meeting. In the meantime the roles which had been adopted by Councillors forming the previous Council would be circulated for information.

117. The report of the West Berkshire Councillor.

Mr Pask outlined the budget process for WBC, and reported that Council Tax would rise by 3.9% in the coming year. The increase was significantly due to Government grant figures for WBC being disappointing.

There has been a review of the costs from the July flooding, and WBC are presently seriously out of pocket. Government is being tackled about this.

WBC is concerned generally about the way in which emergencies can be handled, as it has become apparent from the experience of the July floods, because of the facilities which are needed and also the inherent cost of alleviating problems.

Mr Pask was asked whether there is to be legislation to prevent the ground in front of a house being hard-surfaced. Legislation is mooted, but it has not yet on the Statute Book.

118. Planning.

Decisions from the Planning Authority.

		Decision
08/00026/HOUSE	Bryants Cottage, Yattendon Road. Amendment to west elevation.	Approval

New planning applications.

07/02463/HOUSE The Corner House, 1, Brick Walk, Hermitage.
Completion of picket fence.

The Council returned "no objections"



Other matters.

- i Lawrence Tractor site.
This was noted as a potential development site.
- ii Chieveley small hall – 07/02585/FUL
The Council had not been informed of this development in a neighbouring Parish. It was felt that the development would not significantly affect Hermitage.
- iii Denison Barracks.
The Chairman welcomed Mr R Crispin, Chairman of Chieveley Parish Council. Mr Crispin reviewed the steps which Chieveley Parish Council had taken since the discovery by Mr Benyon in Parliament of the proposed shut down of the facility. The Council decided to write in support of any action which would mitigate or prevent the closure of the Barracks.

119. Highways.**Matters arising from the minutes of the last meeting.****Minute 99.**

- i Marlston bridge traffic.
A report is awaited from WBC.
- ii Footway with barbed wire.
It was decided to see if the wire could be moved from the top to the side of the fence.
- iii VAS sign.
A reply is awaited from WBC to the suggestion of moving the sign from the proposed position.
- iv Parish bids for the Capital programme.
There has been no feedback from WBC.
- v Traffic lights at School.
This has been dealt with by School.

New matters.

- i Doctors Lane.
There have been differing views reported in deciding the best surface for the road. The Council noted the situation,

120. Environmental.**Matters arising from the minutes of the last meeting.****Minute 107.**

- i Dog waste bin.
It was decided to leave it as it is.
- ii Hermitage Green play area.
The discussions are ongoing.

121. Finance.

Receipts.	Bank of Scotland	Interest	February	£118.30
Payments authorised.				
F.C.Lawrence	Grasscutting & Shelters			£348.08
R.F.Gleave	Internal audit 07 / 08			£100.00

C.W.Goudge Salary & expenses £372.81

Other matters.

- i The Statement of Receipts & Payments to date was noted.
- ii The Chairman read the Internal Auditor's report to the Council.

122. Burial Ground.

- i Water supply.
 Thames Water have not yet responded.
- ii Request for a memorial.
 It was decided to accede to the request for a ledger stone to be placed over the grave of Frances Early with the condition that the stone must be at or slightly below ground level to allow for mowing, and to conform to the measurements given to the Council.

123. Correspondence received since the last meeting not referred to elsewhere.

The correspondence was discussed and, where appropriate, placed into circulation.

124. Items to be raised by Councillors.

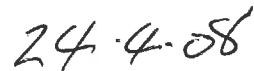
Mrs Willis raised the question of the annual play equipment inspection, and it was decided to ask for this to be carried out. It was also decided to have minor repairs carried out to the equipment at an estimated cost not exceeding £250.

125. Date of the next meeting.

Thursday April 24th at 7.45pm in the Adelaide Room, Holy Trinity Church.



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Chairman



.....
Date

HERMITAGE PARISH COUNCIL

MINUTES OF THE MEETING HELD ON APRIL 24TH 2008.

Present.

Mr D. Brown. Chairman
Mr R. Allum
Ms R Cottingham,
Mr M Frost
Mrs M. Goodman.
Mrs F. Groves.
~~Mr A. Hayes-Jones~~
Mr R Rodgers
Mrs K. Willis.

Mr C.W.Goudge Clerk

Twenty four members of the public.

126. Public Forum.

A number of queries regarding the Hermitage Green play area were raised by members of the public.

There are ball games on the Green – could there be a small ball game area. Stewart Souden has been contacted about this.

Not everyone has had notice of the tentative play area.

The original plans do show it very clearly.

The Chairman said that the Council had noted all the comments, which were very helpful, and the matter would be taken forward. It was noted that a survey of the residents showed a differing view.

Marlston Road bridge.

The basic situation has become worse.

There were a number of the residents who gave instances of traffic problems with the present system.

WBC had informed the Council that the concerns expressed in the Council's comprehensive letter listing the problems were being studied.

Footpath widening in the High Street.

Could the Post office be moved from the High Street to the Village Hall site. A feasibility study should be commissioned to examine all the possibilities.

There were a number of the public present who expressed views opposing the widening at all of the footway.

A member of the public had carried out a detailed survey of the High Street to help in the discussions.

The Chairman said that the Council would be glad to look at any evidence which helped to bring the matter to a satisfactory conclusion. The subject had been raised at yesterday's Area Forum, where it was decided that it would be appropriate to hold a full public meeting of the whole Parish to allow for all views to be expressed. This meeting would be set up under the auspices of WBC and the Parish Council.

The land drain at the back of the High Street.

It is reported that WBC believe the drain is redundant.
There is concern that in a flood condition, water would have nowhere to drain.

It was decided to check with WBC to see if the drain is actually redundant.

127. Apologies for absence.

Apologies for absence had been received from Mr Jennings, Mr Miller, Mr Pask and Mr Webb.

128. Minutes of the last meeting held on March 13th 2008.

The minutes had been circulated, were agreed as correct, and signed by the Chairman.

129. Matters arising from the minutes not referred to elsewhere.

Minute 111

i Councillor's roles.

Councillors decided to assume individual roles as follows.

Burial Ground.	Mrs Goodman.
Pathways & Footways	Mrs Groves & Ms Cottingham.
Park & Play areas	Mr Rodgers & Mrs Willis..
Village Hall	Mr Allum
Pre-School	Mr Frost
NAG	Mr Rodgers
Downlands Youth network	Mr Rodgers & Mrs Willis.
Highways	Vacant
Emergency planning	Vacant

It was also decided to set up a Planning Committee which would meet, if necessary, on the Thursday before the monthly Council meeting. The Committee would have delegated powers to approve an application or to refer it to a full Council meeting.

The quorum would be of four members drawn from

Mr Allum
Ms Cottingham.
Mrs Goodman
Mrs Groves
Mrs Willis.

130. The report of the West Berkshire Councillor.

Apologies had been received from Mr Pask and Mr Webb.



131. Planning.**Decisions from the Planning Authority.**

		Decision
07/02463/HOUSE	1, Brick Walk, Hermitage. Fence to enclose garden	Refusal.
07/02615/FUL	Hermitage Primary School. Outdoor pavilion	Approval
07/02791/FUL	The Birches, Slanting Hill. Replacement dwelling	Approval
08/00131/HOUSE	11, Bryant's Piece, Hermitage. Side extension & porch	Refusal
08/00144/HOUSE	Holly Lodge, Pond Lane. Garage replacement & loft conversion.	Approval

New planning applications.

08/00336/HOUSE Red Roof, Chapel Lane.
Front & rear extensions.

The Council returned "no objections"

08/00622/HOUSE 16, Hermitage Green.
Conservatory.

The Council returned "no objections"

08/00629/HOUSE Bluebells, Deacon Lane.
Extension to replace conservatory.

The Council returned "no objections"

Adjacent Parish application.

08/00364/HOUSE 4, The Old Nursery, Hermitage.
Conservatory.

The Council returned "no objections"

Other planning matters.

- i S.106 data.
The Council noted this annual report from WBC.
It was decided to request WBC that, before any S.106 Agreement is completed,
WBC make the Parish aware of any sums of money destined for the Parish, and
particularly how the contractual usage is specified.

132. Highways.**Matters arising from the minutes of the last meeting.**

Minute 113.

- i Footpath widening in the High Street.
This had been discussed above during the Public Forum when it was mentioned
that a public meeting would be held of the whole Parish to discuss the matter.

Minute 119

- i Marlston bridge traffic

- ii A report is awaited from WBC
VAS sign
WBC have erected a VAS sign where the Council felt it was inappropriate.
- iii Bids for the Capital programme.
The first bid is shown as completed. The Council commented that the design was flawed and did not achieve the objective.
The second bid was turned down by WBC as having to alter a recently completed scheme. The Council felt that this scheme was also flawed.
- iv Doctor's Lane.
There have not been any further reports. The surfacing design is under review.

New matters.

- i M4 motorway noise.
It is reported that the noise is considerably louder than it was two years ago. There is a meeting with Highways to which this Council has been invited.

133. Environmental.

Matters arising from the minutes of the last meeting.

Minute 120

- i Hermitage Green play area.
There was a general discussion following from comments made during the Public participation.
It was proposed and seconded that
"This Council gives it's full support to the provision of play areas and equipment".
The proposition was passed unanimously.
It was felt that clarity as to the WBC position both as to the actual siting of the play area and the ultimate maintenance responsibility is needed. District Councillors were urged to take this up and give a progress report at the next meeting.
- ii Emergency planning for the Parish.
This was deferred for the moment.

Finance.

i	Receipts.			
	Bank of Scotland	Interest	Feb / March	£241.51
ii	Payments authorised.			
	F.C.Lawrence	Grass & shelters		£348.08
	Thames Water	Burial ground	Dec/ March	£11.85
	West Berkshire Council	Burial Ground rates	08 / 09	£22.90
	Mr D. Brown	APA expenses		£43.70
	Mr D Brown	APA drinks		£63.36
	Mr D Brown	Travel		£31.90
	Mr J. Rodgers	APA food		£101.00
	Mayprint services	APA Agendas		£60.00
	BALC	Subscription	08 / 09	£215.69
	C.W.Goudge.	Salary & expenses	April	£372.61
	Hermitage Village Hall	Hall hire for the APA		£50.50
	Marian Dean Fund	Grant – display screens	APA	£25.00

iii Grants authorised for payment in the December 2007 minutes.

Home start	£50
Hermitage Village Hall	£1,500
Hermitage cubs	£800
Downland Youth network	£150
Holy Trinity Church	£1,000
Hermitage Horticultural Society	£150

iv Other matters.

i The Council noted the Statement of Receipts and Payments to date.

134. Burial Ground.

Matters arising from the minutes of the last meeting.

Minute 122.

i Water supply.

It was reported that the supply stopcock possibly needed replacing.

ii Request for reserved spaces.

A request had been received to reserve three spaces in the burial ground. Because the remaining spaces are limited it was decided to suspend granting any requests for space reservation until the burial ground could be enlarged.

135. Items to be raised by Councillors.

It was reported that a playground inspection is currently being organised. The preceding inspection report needs to be located.

Orchard Close had sewerage backfilling during March, and it is thought that the new development inadequate drainage is partly responsible for this.

Litter dropping and flytipping appear to be increasing through the Parish.

The annual Patient Survey from the local GP practice indicated a satisfactory feeling with the practice from patients.

It was felt that communications with the Village and Parish needed to be carefully scrutinised so that any decisions or comments from the Council would be properly evaluated.

136. Date of the next meeting.

Thursday May 15th at 7.45pm in the Adelaide Room, Holy Trinity Church.



Chairman



Date