

HERMITAGE PARISH COUNCIL

Clerk to the Council: Mrs N Ager
Barton Lodge
Graces Lane
Chieveley RG20 8XQ
Berkshire
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A meeting of **Hermitage Parish Council**
will be held in
The Adelaide Room, Holy Trinity Church
On Thursday January 23 2003 at 7:45 p.m.

AGENDA

- 1 Apologies and Acceptance of Absence.
- 2 Declaration of Interests.
- 3 Minutes of the Meetings November 28, 2002.
- 4 Continuing Matters.
 - 4.1 Millennium Memorial.
 - 4.2 Planning Obligation Report.
 - 4.3 Burial Ground.
- 5 District Councillors Report.
- 6 Questions from the Public.
- 7 Planning.
- 8 Finance.
 - 8.1 Cheque Signing.
 - 8.2 Set Hermitage Parish Council Precept 2003/04
- 9 Correspondence & Clerks Report.
- 10 Representatives Report.
- 11 Any Other Business (Information Only).
- 12 Dates of Future Meetings.

Items for inclusion in Item 6 not published on this Agenda must be notified in writing to the Clerk by January 22 2003.

Nicky Ager.
Clerk.

HERMITAGE PARISH COUNCIL

MINUTES of MEETING held Thursday 23 January 2003
in the Adelaide Rooms at 7.45pm.

110. PRESENT

PARISH COUNCIL

Mr H Overeynder (Chairman)
Mr N Pearson
Mr J Renwick

Mr K Gover (Vice Chairman)
Mrs V Coombs
Mr J Walters

In Attendance: Mrs N Ager (Clerk), Mr R Crumly and 3 members of the public.

111. **APOLOGIES & ACCEPTANCE OF ABSCENCE:** Mr A Hill
The Chairman welcomed everybody to the meeting and wished them a happy new year.

112. **DECLARATION OF INTERESTS:** None

113. **MINUTES OF THE PREVIOUS MEETING.**
The minutes of November 28 2002 were approved with minor amendment as a correct record of the meeting and were signed by the Chairman Mr Overeynder.

114. CONTINUING MATTERS.

114.1 Millennium Funds Allocation

The Chairman advised that he had accepted the quote from Falkland Builders on behalf of the Parish Council. Mr Marr had agreed to be involved in the final planning. A cheque for £120 has been sent to Alan G Wright as a deposit for the stone, the total cost is to be £239. Concern was expressed regarding the siting of the memorial and its possible encroachment on a road sign and water hydrant. The Clerk requested that a site visit is carried out and a detailed plan is prepared showing possible infringement.

114.2 Planning Obligation Report

The Chairman advised that he, Mr Gover and Mr Lawler had attended a meeting with Mr Stewart Souden of West Berkshire Council to discuss the proposed open spaces at the Cementation Site. It was agreed at that meeting that West Berkshire Council would own and maintain the open spaces and the managed woodland as this would be most cost effective. It was also agreed that the additional provision of flood lighting and Astro Turf areas would be requested to extend the usability throughout the year of the pitches, this is in addition to previous requests in the Planning Obligation Report. The clerk advised that she had investigated the provision of a warden and the results had indicated that the best means of collecting a warden's salary would be through the Parish Council precept each year. This would mean that the warden would look after the whole village not just the Cementation site and village hall.

114.3 Burial Ground Refuse Collection

Mr Renwick advised that he had drawn a sketch to reflect changes to the wall outside the burial ground to incorporate a standard size wheely bin. This has been given to Mr Vokins for a quotation. Mr Renwick asked if a grant be sought to pay for the work, it was agreed to investigate this. Mr Overeynder advised as a point of information that undertaker's struggle with the width of the entrance. The clerk reported on carrying out topple tests. Mr Renwick agreed to carry out a topple test and report back to the council. It was agreed that all future memorial erections must be installed under NAMM specification to reduce any risk of unstable memorials, clerk to action. Some more soil may be required to bring the surface level up.



115. COUNCILLORS REPORT.

Mr Crumly reported that nothing further had happened on the Arena Seating Site, progress is in the hands of the developer. Amey have been in partnership with West Berkshire Council but they have been in difficulty, part of the Amey portfolio has gone to Langs. It was worried that the partnership would fall. Mr Crumly advised the council that he has a meeting with Derek Carnegie, the Planning Officer dealing with the Cementation Site, scheduled for January 30th.

116. PUBLIC QUESTIONS. Nothing

117 PLANNING – SEE APPENDIX I.

Mr Gover reported that he had written up a draft Parish Plan, being circulated to all councillors. The information has been compiled from different sources and Mr Gover has tried to make an overview of concerns to what's going on and how to influence how development can be managed and integrated. This will then go to other interested parties and then to West Berkshire Council. If they feel it is useful, it will hopefully be completed in time for consultation at the Annual Parish Assembly. Due to limitation in funding a very simple final report will be produced, Mr Marr has kindly offered to help with the final design and layout.

118. FINANCES

The accounts were accepted and signed by the chairman.

Cheques were signed for: -

010286 – Alan Wright	Stone for Memorial	£120.00
010287 – N Ager	Dec/Jan Salary & Expenses	£537.86
010288 – D Carter	Dec/Jan Bus Shelter Cleaning	£ 50.00
010289 – Thames Water	Water-Burial Ground	£ 3.99
010290 – Lambert Smith & Lambert	Land under railway bridge	£ 31.30
010292 – Butterworth	Local Council Admin 6 th Ed	£ 36.75
010293 – SLCC	Annual Subscription	£ 27.00
Cheque 010291 cancelled		

118.1 Parish Council Precept

It was unanimously agreed that the precept requested from West Berkshire Council would be £16500 for the financial year 2003/04.

119. CORRESPONDENCE See Appendix II attached

119.1 Hermitage Village Hall

The Clerk advised the council that the village hall committee was in desperate need for some staging costing around £3300, and was requesting that the grant allocated for this financial year be incorporated with any grant for 2003/04 to assist with the purchase. It was unanimously agreed that the council was not in a position to allocate any grants in advance of the precept being awarded. The council did agree that the Parish Council would purchase the staging and that the village hall committee would make a balancing payment for the amount over and above the grant already allocated. Clerk to action. The grant for 2003/04 would be applied for and determined in the normal way in May.

119.2 Freedom of Information Act

The clerk reported that as a result of new legislation and information circulated to councillors, she had, on behalf of the council, adopted the model publication scheme, core classes only, of the Freedom of Information Act, in line with Government directions.

119.3 Speed Indication Devices

The clerk reported that Hermitage would be included in the new scheme being run by West Berkshire Council to use speed indication devices. This is a new initiative being run throughout West Berkshire.



119.4 Tree Felling – Mr Baker Land

The clerk tabled a letter from Mr Baker regarding the tree felling. The council was most unhappy with the contents of this letter. It was agreed that the situation would be drawn the Chieveley Parish Council's attention, the tree officer along with the Forestry Commission.

119.5 Garden Culture

The clerk advised that she had received a letter from Garden Culture offering its services to Hermitage. It was agreed that the clerk would contact the company to obtain a quotation for the ground maintenance for 2003/04 season.

119.6 Solar Street Furniture

The clerk advised the council that a local company were holding a seminar on solar powered street furniture. It was agreed that if this were of interest to the council in the future they would contact the company and request that they visit the Parish Council.

120. REPRESENTAIVES REPORTS

Downland Area Forum

Mr Overeynder reported that he had attended the Downland Area Forum on January 14. Chieveley Parish Council brought to the attention of the officers that there had been a change of developer at one of their development sites and as a result previous agreements had been ignored by the planning Department at West Berkshire Council along with their Village Design Statement. This was a cause for concern and Hermitage Parish Council must be very vigilant when the Arena and Cementation Sites are being developed.

Affordable Housing

Mr Gover had attended a scrutiny session on affordable housing at West Berkshire Council on December 3. WBC were currently revising its policy on affordable housing and looking at needs etc. Mr Gover had grave concerns, as specific local need is not provided for. As a result of this meeting a letter had been sent to the select committee.

Village Hall

It was reported that a Burns Night was planned for 1st February, tickets have sold out. The Watermill will be holding a performance at the village hall in April. A BBQ is planned for the end of May to celebrate the queen's coronation.

121. ANY OTHER BUSINESS

The chairman advised that he would be unable to attend the Downland Planning Sub-Committee on February 19 when the Cementation Site is to be discussed, Mr Renwick advised that he would try to attend. Mr Brown from Briants Piece had complained that the water was building up again in the stream due to householders not keeping their section clear. Clerk to contact West Berkshire Council.

122. DATES OF FUTURE MEETINGS:

The Adelaide Rooms – Thursday February 20, 2003 7.45pm
The Adelaide Rooms – Thursday March 20, 2003 7.45pm

There being no other business the meeting was declared closed at 10.10pm

Signed.......... (Chairman)

Date..... 20 Feb 03

APPENDIX I.
PLANNING APPLICATIONS

Up to January 21 2003

Planning No.	Type	Location	Description	Observation
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Plans Circulated

02/02384	HOUSE	Karibuni, Drove Lane, Cold Ash	2 storey roof extension	No Comment
02/02490	HOUSE	Ffield Farm, Marlston	2 Storey Side extension	No Comment
02/02481	HOUSE	Charnwood, Chapel Lane	Single stroey extension	No Objection
02/00993	Amend	Well House Barns, Eling	Conversion of redundant barns	No Objection
02/02647	HOUSE	15 Colyer Close, Hermitage	2 Storey side extnsion	No Objection
02/02683	TEMP	Spring Plantation, Eling	Temporary Tower & Assc equipment	Objection

Plans For Discussion at Meeting

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Recommendations for Determination Under Delegated Powers

02/02252	HOUSE	Montreal Cottage, Deacons Lane	Replacement two storey outbuilding	Approval
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Decisions/Appeal Decisions

02/00989	FUL	Land adjacent to Little Orchard	Two detached dwellings	Approval
02/01779	HOUSE	Zarraman, Deacons Lane	Replacement Garage	Approval
02/01945	HOUSE	Oak Tops, Slanting Hill	Alterations and extensions	Approval
01/02344	FUL	Le Cateau, Hampstead Neys Rd	Deatched dweeling and garage	Appeal Dismissed

APPENDIX II.
CORRESPONDENCE RECEIVED / ACTIONED
Up to January 23 2002

	RECEIVED FROM	REGARDING	ACTION
1	WBDC	Register of Electors	Filed
2	WBDC	Re: Downland Area Forum	Clerk to action
3	NALC	Local Council Review	Circulate
4	CCD	Clerks & Councils Direct	Circulate
5	TV Energy	Solar Lighting	Discuss at meeting
6	WBDC	Councils Draft Corporate Plan	Circulate
7	Reading Buses	New Bus Timetables	Display in Notice board
8	Downland Volunteer	Grant Application	Clerk to action
9	WBDC	Land at Fence wood Hermitage - TPO	Discuss at meeting
10	WBDC	Deferment of Cementation Site application	Clerk to action
11	Hermitage P'Group	Grant Application	Clerk to action
12	JSPU	Response of the Joint Committee/Deposit Plan	Circulate
13	Pang Valley Project	Upstream Newsletter	Circulate
14	Furniture Project	Grant Application	Clerk to action
15	James & Cowper	Certificate of Audit March 2001	Clerk to action
16	Mr Baker	Re: Tree Felling	Discuss at meeting
17	Lambert Smith	Rental of Land under railway bridge	Clerk to action
18	WBDC	Corporate Policy	Clerk to action
19	NSPCC	Grant Application	Clerk to action
20	Thames Water	Water Rates-Burial Ground	Clerk to action
21	WBDC	Parish Precept 2003/04	Clerk to action
22	Pang Valley Project	Grant Application	Clerk to action
23	Garden Culture	Ground Maintenance in Hermitage	Discuss at meeting
24	WBDC	Re: Downland Area Forum-Questionnaire	Clerk to action
25	Hacker Young	Re: Annual Audit	Clerk to action
26	WBDC	Reporter Extra	Circulate
27	Legal Services	Legal services Directory Update	Clerk to action
28	BALC	Communicator	Circulate
29	CCB	Community Champions	Clerk to action
30	WBDC	Community Groups	Discuss at meeting
31	WBDC	Mainstreaming of community safety awareness	Discuss at meeting
32	WBDC	West Berkshire Partnership	Discuss at meeting
33			

	SENT	REGARDING	RESPONSE
1	FOI	Freedom of Information Act	
2	WBDC	Re: Downland Area Forum-Questionnaire	
3	WBDC	Re: Affordable Housing Select Committee	
4	Turner Bros	Re: Subsequent Inscription Memorial	
5	Mr Baker	Re: Tree Felling	
6	Various	Grant Application Forms	
7	Hermitage PCC	Re: Affordable Housing	
9	Mr Weeks	Re: Internal Audit	
10	Mr D Cox	Re: Internal Audit	
11			
12			

Hermitage Parish Council

Statement of Accounts to 23 January 2003

ACTUAL

Income 01/04/02 to 23/01/03	
Carried Forward 2001/02	£15,115.25
Precept 2002/3	£14,500.00
Burial Fees etc	£290.00
VAT	£0.00
Sundry/Interest	£290.42
Totals	£30,195.67

Expenditure 01/04/02 to 23/01/03	
General Admin	£7,361.21
Open Spaces/amenities	£396.80
Village Hall/Misc.	£120.00
Highways	£0.00
Grants (Section 137)	£2,865.69
Grants (Section 19)	£1,570.00
Burial Ground	£16.63
VAT	£437.11
Totals	£12,767.44

Balance 23/01/03	£17,428.23
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PROJECTED

Income up to 31/03/03	
Burial	£0.00
Interest	£7.00
VAT	£437.11
Precept.	£0.00
Other	£0.00
VAT Previous Years	£1,227.31
VAT Previous Years	£1,196.51
Projected Totals	£2,867.93

Expenditure up to 31/03/03	
Administration	£2,154.09
Burial Grounds	£326.30
Playground Fund	£4,772.00
Millennium Fund	£2,960.58
Grants Allocated (Section 137)	£250.00
Grants Allocated (Section 19)	£1,250.00
Audit Costs Outstanding	£959.75
Skate Park	£500.00
Amenity Expenditure	£3,103.20
Village Plan/Planning report	£1,260.70
Playground Maintenance	£550.00
Golden Jubilee Grant	£0.00
Projected Totals	£18,086.62

Projected Year End Income	£33,063.60
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Projected Year End Expenditure	£30,854.06
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Projected Year End Balance	£2,209.54
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Nicky Ager
Clerk/Responsible Finance Officer 23-Jan-03



HERMITAGE PARISH COUNCIL

Clerk to the Council: Mrs N Ager

Barton Lodge

Graces Lane

Chieveley RG20 8XQ

Berkshire

Tel/Fax: 01635 248339

Email: nicky.ager@btinternet.com

A meeting of **Hermitage Parish Council**
will be held in
The Adelaide Room, Holy Trinity Church
On Thursday February 20 2003 at 7:45 p.m.

AGENDA

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- 2 Declaration of Interests.
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- 4 Continuing Matters.
 - 4.1 Millennium Memorial.
 - 4.2 Planning Obligation Report/Cementation Site.
 - 4.3 Burial Ground.
- 5 District Councillors Report.
- 6 Questions from the Public.
- 7 Planning.
- 8 Finance.
- 9 Clerks Resignation.
- 10 Representatives Report.
- 11 Any Other Business (Information Only).
- 12 Dates of Future Meetings.

Items for inclusion in Item 6 not published on this Agenda must be notified in writing to the Clerk by February 19 2003.

Nicky Ager.
Clerk.

HERMITAGE PARISH COUNCIL

MINUTES of MEETING held Thursday 20 February 2003
in the Adelaide Rooms at 7.45pm.

123. PRESENT

PARISH COUNCIL

Mr H Overeynder (Chairman)
Mr N Pearson
Mr J Renwick

Mr K Gover (Vice Chairman)
Mrs V Coombs
Mr A Hill

In Attendance: Mrs N Ager (Clerk), Mr R Crumly and 4 members of the public.

124. APOLOGIES & ACCEPTANCE OF ABSCENCE: Mr J Walters

The Chairman advised that Mr Walters had undergone an operation on Monday 17 February, he was a bit weak but was making good progress. The Chairman had sent a card and it was agreed that some flowers should also be sent to his home address.

125. DECLARATION OF INTERESTS: None

126. MINUTES OF THE PREVIOUS MEETING.

The minutes of January 23 2003 were approved as a correct record of the meeting and were signed by the Chairman Mr Overeynder.

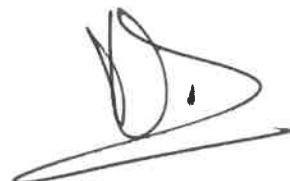
127. CONTINUING MATTERS.

127.1 Millennium Funds Allocation

The Chairman advised that a meeting had been held with the contractor. The construction of the memorial had been due to commence shortly, but this has been delayed as the clerk was concerned that no investigations had been carried out to ensure that the siting does not cause any conflict with electricity, water, road signs etc. The Chairman was awaiting a reply from SEB regarding electricity. The question of a time capsule was discussed and it was agreed that the time capsule would be sited under the plaque of the memorial. The clerk agreed to investigate companies that make time capsules. Debi Gough was disappointed that the whole millennium committee had not been consulted. The Chairman apologised that she had not been contacted.

127.2 Planning Obligation Report

The clerk reported that the final planning obligation report had been submitted to West Berkshire Council. Mr Crumly reported that outline permission had been granted at the Downland Planning Meeting, subject to S106 agreement being entered into. The applicant has six months to enter into this agreement. Mr Crumly advised that he and Mrs French have both been nominated to be involved in negotiation of the S106 agreement. Mr Lawler advised that in the light of minimalist notice of the Planning Officers report, the application should not have been heard. Three working days notice is required for any planning report. If this were to be taken to judicial review then the decision would be thrown out. The clerk reported that she had been advised that as the report was not ready, the application would not be heard at committee. The planning officer's report had subsequently been made available on Tuesday 18th February at 4.00pm at which point it was sent by courier to the members. The parish council did not receive their copy until midday Wednesday 19th, the day of the meeting. The clerk advised she had tried to have the application deferred, but had been unsuccessful. The Council was incensed that this application had been allowed to go to committee. Clerk to write to West Berkshire Council for their comments.



127.3 Burial Ground

Mr Renwick advised that he had as yet not carried out the topple test but would do so soon. One quote had been received for the proposed works to the wall, but additional quotes were being sought. The clerk advised that she had been in contact with a company that carry out ground maintenance in the area and would also undertake to clear the rubbish from the burial ground. The clerk agreed to obtain a quotation.

128. COUNCILLORS REPORT.

Mr Crumly reported that he had nothing further to report.

129. PUBLIC QUESTIONS.

Mr Lawler of the Village Hall advised that the new staging had been ordered and was due to be delivered next Friday. It is a condition of the order that the invoice is paid within 5 days. Clerk agreed to action. Debi Gough of the Hermitage Youth Club thanked the Parish Council for the cheque they had given to the Youth Club. She was pleased to report that despite the previous difficulties the Youth Club was now recovering and are regularly seeing 25 young people attending. At their band night around 70 young people attended. They now meet every fortnight. Two ladies from the army camp have advised that they would like to set up a junior youth club, this would run the alternate Fridays and would be run by a separate committee. West Berkshire Council, Youth & Culture Services have advised that they would not be in a position to fund this initiative.

The clerk tabled a letter from Mrs Parfitt regarding ownership of the piece of lane behind her property, 2 Kiln Close, which backs onto the B4009. The Parish Council resolved that it was not their piece of land and Mrs Parfitt would need to check with her solicitor to ascertain ownership and any covenants.

130. PLANNING – SEE APPENDIX I.

131. FINANCES

The accounts were accepted and signed by the chairman.

Cheques were signed for: -

010294 – N Ager	February Salary & Expenses	£284.18
010295 – D Carter	February Bus Shelter Cleaning	£ 25.00
010296 – C Wood	Planning Obl. Report	£110.29
010297 – British Telecom	Telephone Charges	£ 51.80
010298 – Alan G Wright	Millennium Memorial	£119.23

131.1 Missing Funds

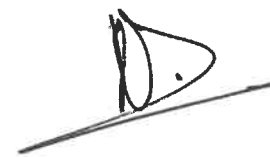
The clerk advised that after thorough investigation, it had appeared that the mislaid funds of £93.94 paid in through the Royal Bank of Scotland in Newbury had been paid into the clerks personal account, despite the cheque clearly made payable to Hermitage Parish Council! These funds would now be returned to the Hermitage PC Account.

132 CORRESPONDENCE See Appendix II attached Broadband

The clerk tabled a letter from Cold Ash Parish Council requesting that a joint approach be made to British Telecom to obtain Broadband for the Hermitage exchange. It was unanimously agreed that the Clerk would write to Cold Ash Parish Council and accept their offer.

Application for License Transfer

An application for a transfer of Justice License had been received for a Mr Griffith Cowap of the Fox Inn Public House. No Objections were received.



133 CLERKS RESIGNATION

Mr Overeynder tabled a letter sent to him by the clerk giving her resignation. The clerk advised that she had found a possible replacement. It was agreed that Mr Overeynder and Mr Gover would meet with Mrs Riordan to discuss the vacancy. The clerk was unanimously thanked for her support over the last few years. Mr Overeynder also tabled a letter from Mr Hill giving his resignation. He was thanked for his hard work. Mr Hill agreed to continue in office until the local elections in May. The council was also reminded that Mr Renwick was likely to be moving away from the area soon.

134. REPRESENTAIVES REPORTS

Parish Plan

Mr Gover reported that a few amendments had been made to the Parish Plan. Mr Marr has spent some considerable time on design, layout and editorial and has produced an A5 booklet. Mr Marr was thanked for his hard work. The Plan will need to be sent to the working party and West Berkshire Council and it is hoped that the final draft will be ready for the Annual Parish Assembly in April.

Village Hall

Mr Giles reported that successful Burns night had been held with a profit of around £600. The Committee is now planning to mark the Queens 50th anniversary of her Coronation on 31st May. On the 11th April the Watermill are staging a production at the village hall, tickets will be on sale with no concessions. The Village Hall Annual General Meeting will be held on March 28th with cheese and wine.

135. ANY OTHER BUSINESS

The chairman advised that 60+ Club, which has been meeting at the White Horse in Hermitage for the last four years, were no longer able to meet there as it has closed. Instead a meeting had been held at the Fox Inn, which had been successful. It was planned to continue meeting there in the future.

136. DATES OF FUTURE MEETINGS:

The Adelaide Rooms – Thursday March 20, 2003 7.45pm

The Adelaide Rooms – Thursday April 24, 2003 7.45pm

There being no other business the meeting was declared closed at 9.35pm

Signed  (Chairman)

Date 20-3-03

APPENDIX I.
PLANNING APPLICATIONS

Up to February 20 2003

Planning No.	Type	Location	Description	Observation
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Plans Circulated

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Plans For Discussion at Meeting

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Recommendations for Determination Under Delegated Powers

02/02481	HOUSE	Charnwood, Chapel Lane	Single Storey & rear Ext	Approval
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Decisions/Appeal Decisions

02/00133	FUL	Spring Plantation, Eling Land at Spring plantation eling	Instalation of 13.7m monopole etc T mobile enforcement notice	dismissed
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APPENDIX II.
CORRESPONDENCE RECEIVED / ACTIONED
Up to February 20 2002

	RECEIVED FROM	REGARDING	ACTION
1	British Telecom	Telephone Charges	Clerk to action
2	Butterworths	Local Council Administration Book	Clerk to action
3	WBDC	Affordable Housing Scrutiny Session	Circulate
4	WBDC	Rights of Way - General condition survey	Given to K Gover
5	S Chandler	Confirmation of hall booking - April 2003	Filed
6	D Carter	Bus Shelter Cleaning Time Sheet	Clerk to action
7	WBDC	Appeal T Mobile - Spring Plantation Eling	Discuss at meeting
8	WBDC	Bucklebury Village Design Statement	Circulate
9	Stage Systems	Order Acknowledgement for Village Hall	Clerk to action
10	IC	Acceptance of Council adoption of FoIA	Filed
11	Bank of Scotland	Statement of account	Clerk to action
12	Chris Wood	Invoice for Planning Obligation report	Clerk to action
13	Zurich	Changes to Insurance Policy re terrorism	Clerk to action
14	Galt	Credit Note	Clerk to action
15	Zurich	CIC News	Circulate
16	GOSE	Re: Appeal - Spring Plantation	Discuss at meeting
17	TV Police	Posters	Circulate
18	WBDC	Domestic Violence Theatre Production	Circulate
19	Glasdon	Playground equipment	Given to A hill
20	Record Playground	Playground equipment	Given to A hill
21	Turner Brother	Re: Additional Inscription	Clerk to action
22	Defra	Licensing Bill	Circulate
23	LEA	Proposed admission arrangements for 2004/05	Circulate
24	WBDC	Heritage News	Circulate
25	Lynne Parfit	Re: Boundary 2 Kiln Close	Discuss at meeting
26	J Lawler	Grant Application	Clerk to action
27	Cold Ash PC	Availability of Broadband to parishioners	Discuss at meeting
28	Gardner Leader	Transfer of Justice License - The Fox Inn	Discuss at meeting
29	WBDC	Re: Cementation Site	Discuss at meeting
30	WBDC	Planning Officers report - Cementation Site	Discuss at meeting
31			
32			
33			

	SENT	REGARDING	RESPONSE
1	WBDC	Precept Request	
2	Thames Water	Payment for i8nvoice	
3	Turner Bros	Re: Additional Inscription & further copy of fees	
4	SLCC	Annual Subscription	
5	Butterworths	Local Council Administration	
6	Lambert & Smith	Rent for Land under railway	
7	Sue Cox	Re: Hall Bookings	
9	David Cox	Re: Internal Audit	
10	Sue Chandler	Re: Hall Bookings	
11	Chris Wood	Re: Planning Obligation Report	
12	WBDC	Re: Planning Obligation Report	
13	Hillier Parker	Re: Planning Obligation Report	
14	John Lawler	Re: Village Hall Annual Grant	
15	Garden Culture	Re: Annual Grounds Maintenance	
16			

Hermitage Parish Council

Statement of Accounts to 20 February 2003

ACTUAL

Income 01/04/02 to 20/02/03	
Carried Forward 2001/02	£15,115.25
Precept 2002/3	£14,500.00
Burial Fees etc	£290.00
VAT	£0.00
Sundry/Interest	£306.05
Totals	£30,211.30

Expenditure 01/04/02 to 20/02/03	
General Admin	£7,809.08
Open Spaces/amenities	£421.80
Village Hall/Misc.	£240.00
Highways	£0.00
Grants (Section 137)	£2,865.69
Grants (Section 19)	£1,570.00
Burial Ground	£16.63
VAT	£437.11
Totals	£13,360.31

Balance 20/02/03	£16,850.99
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PROJECTED

Income up to 31/03/03	
Burial	£35.00
Interest	£7.00
VAT	£437.11
Precept.	£0.00
Other	£0.00
VAT Previous Years	£1,227.31
VAT Previous Years	£1,196.51
Projected Totals	£2,902.93

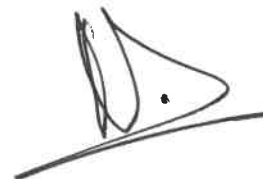
Expenditure up to 31/03/03	
Administration	£1,706.22
Burial Grounds	£326.30
Playground Fund	£4,772.00
Millennium Fund	£2,720.58
Grants Allocated (Section 137)	£250.00
Grants Allocated (Section 19)	£1,250.00
Audit Costs Outstanding	£959.75
Skate Park	£500.00
Amenity Expenditure	£3,078.20
Village Plan/Planning report	£1,150.41
Playground Maintenance	£550.00
Golden Jubilee Grant	£0.00
Projected Totals	£17,263.46

Projected Year End Income	£33,114.23
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Projected Year End Expenditure	£30,623.77
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Projected Year End Balance	£2,490.46
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Nicky Ager
Clerk/Responsible Finance Officer 20-Feb-03



HERMITAGE PARISH COUNCIL

Clerk to the Council: Mrs N Ager
Barton Lodge
Graces Lane
Chieveley RG20 8XQ
Berkshire
Tel/Fax: 01635 248339
Email: nicky.ager@btinternet.com

A meeting of **Hermitage Parish Council**
will be held in
The Adelaide Room, Holy Trinity Church
On Thursday March 20 2003 at 7:45 p.m.

AGENDA

- 1 Apologies and Acceptance of Absence.
- 2 Declaration of Interests.
- 3 Minutes of the Meetings February 20, 2002.
- 4 Continuing Matters.
 - 4.1 Millennium Memorial.
 - 4.2 Cementation Site Development.
 - 4.3 Burial Ground.
- 5 District Councillors Report.
- 6 Questions from the Public.
- 7 Planning.
- 8 Finance.
- 9 Appointment of New Clerk.
- 10 Local Council Elections 2003.
- 10 Representatives Report.
- 11 Any Other Business (Information Only).
- 12 Dates of Future Meetings.

Items for inclusion in Item 6 not published on this Agenda must be notified in writing to the Clerk by March 19 2003.

Nicky Ager.
Clerk.

HERMITAGE PARISH COUNCIL

Minutes of a Meeting of Hermitage Parish Council held on
Thursday 20 March 2003 at 7.45pm in the Adelaide Room, Holy Trinity Church

Present: Mr H Overeynder (Chair), Mrs V Coombs, Mr K Gover, Mr N Pearson, Mr J Renwick, Mrs N Ager (Clerk), Mrs L Riordan, Mr R Crumly (District Councillor) and 4 members of the public.

137. **Apologies:** Mr A Hill, Mr J Walters. The Chairman reported that Mr Walters is very weak and may remain so for several months.

138. Declarations of Interest

Members were asked to declare any personal interest and the nature of that interest which they may have in any of the items under consideration at this meeting.

None were recorded.

139. **Minutes of a meeting held on Thursday 20 February 2003** – were amended then signed as a correct record.

140. Matters arising

140.1 Millennium Memorial

- is almost completed and appears to be well situated. The Time Capsule is awaited and will be delivered to Bill Vokins. **Mrs Ager** will supply a copy of the Parish Council minutes (Millennium meeting June 2000) for inclusion in the capsule. The Parish photographs have disappeared from the Parish Rooms and **Mr Overeynder** kindly agreed to replace them with his personal copy. Invoices for the Memorial and capsule are to be paid before the end of the financial year on 31 March.
- An opening ceremony was discussed but considered inappropriate three years on. A notice will be published in the Parish magazine and an article included in the AGM leaflet distributed to every household.
- Concern was expressed as to the security of the capsule. It is believed the capsule will be cemented within the memorial, but **Mr Overeynder** will speak to Mr Vokins for reassurance.

140.2 Cementation Site Development

- Mr Overeynder met with Mr Carnegie (West Berks Council) and Mr Lawler (Village Hall) and expressed the desire to participate fully in the planning development process re recreational facilities for Hermitage. The Village Hall committee are in favour of relocating if funds from the sale of the existing hall can be realised. Mr Lawler will arrange a site valuation.
- Mr Overeynder requested a meeting with Mr Crumly, Mrs French (Chieveley) and Mr Lawler to discuss the possibility of a larger amount of funds being set aside – around £1.25million will be required to include a GP facility. A satellite service of the Chieveley practice is being considered, as are improvements to the Chieveley site (parking at Chieveley is already a matter of concern).
- Mrs Ager has pursued the matter of insufficient notice of the Planning Officers' report and the subsequent hearing at committee. West Berkshire Council advised they were at liberty to hear the report as the application had been published on the committee agenda. The Officer who advised Mrs Ager that the application would not be heard was negligent and this matter is being investigated. Mrs Ager has requested that West Berkshire Council review their Standing Orders to ensure that in future, if the report is not available three working days before the meeting, the hearing should be deferred.

140.3 Burial Ground

- Mr Renwick has completed a 'topple test' and confirmed that all stonework appears sound with little or no movement detected. This test should be undertaken annually.
- one quote for works to the burial ground wall has been received (at £3425.40), other builders approached have not responded. No further action required at present, but Mr Renwick's suggestion of a fund to provide for the works over three years will be considered.

140.4 Village Upkeep

- Quotations for fortnightly grass cutting in the burial ground and other village areas have been received.

Garden Culture – to include the cutting of hedges twice yearly and refuse removal monthly;

~~R&T~~ – to include the cutting of hedges once per year and no refuse removal.

It was agreed that R&T had been generally unreliable last season and so the contract will be awarded to Garden Culture. Mrs Ager will formalise a start date, payment plan and advise that works will be monitored initially. Mr Overeynder will raise with Garden Culture the matter of cutting the rose hedge.

Mr Gover agreed to liaise with West Berkshire Council on footpath matters.

141. District Councillor's Report

Planning obligation – a meeting had been arranged for 18 March, Mr Crumly attended but the developer representative did not. A further meeting between Mr Crumly, the developer, a representative of West Berkshire Council and Mrs French has been set for 26 March.

Mr Crumly confirmed his intention to do his utmost to achieve the full 'wish list' of Hermitage Parish Council.

£693k for education (determined by formula based on number of dwellings) has been set aside. The £1.25m for recreational facilities is over and above this amount. The Arena development will be a separate issue.

142. Public Questions

- Mr Crumly advised the public there were no plans at present for traffic lights at the junction with Prior's Court Road.
- It was suggested that the maintenance of the rose hedge, as an annual exercise, should be included in the specification for the contractor responsible for village upkeep, particularly in view of the stinging nettles growing on the same spot. Mr Overeynder agreed to meet with the newly appointed contractor, to explain the work required for the 2003 season, and to discuss the rose maintenance at that time.
- There will be a book sale in the village hall on Sunday 23 March.
- Bookings are now being taken for the Coronation Barn Dance to be held on 31 May.
- Watermill presentation on 11 April in village hall (new tiered seating will be used).
- Village Hall AGM to be held on 28 March.

143. **Planning** – see attached sheet.

144. Finance

144.1 Accounts for payment – approved as per the attached sheet.

144.2 Accounts 2001/02 – the internal audit has now been completed and the accounts submitted to the external auditor.

143. Appointment of New Clerk

143.1 Following discussions between Mr Overeynder, Mr Gover and Mrs Riordan on 27 February, Mr Overeynder proposed the appointment of Mrs Riordan with effect from 20 March 2003. The Clerk's appointment will be formally announced to Hermitage village at the Annual Parish Meeting.

Garden
Culture

143.2 All agreed that a dedicated Parish Council telephone line should be installed in the Clerk's home at the expense of the Parish Council.

144. Elections

Nomination packs were distributed and Mrs Ager confirmed the arrangements to be adhered to. Seven members are required for the full Parish Council complement.

145. Representatives Reports

145.1 Parish Plan – Mr Gover reported that a copy had now been provided to each ^{working Party Members} Parish Councillor and comments invited. All agreed that 50 preliminary copies should be made available at the Annual Parish meeting at a cost of £25.00.

145.2 Hermitage School – Mr Pearson reported that discussions with the LEA had taken place to discuss building work to the front of the school (necessary to cope with bulging class sizes). LEA will not fund these works so the school is hoping to fund raise (£100k) and complete the works next year. The impact of the cementation site development is a consideration in these decisions.

146. Correspondence

Downland Youth Network – invitation to a presentation at the Downs School, Compton on Wednesday 09 April at 7.00pm re the problems and potential solutions for young people in rural areas.

Downland Planning sub-committee – meeting of 02 April, change of venue advised.

Downland Area Forum for 01 April has been postponed.

147. Any Other Business

The Annual Parish meeting agenda and leaflet design was discussed:

- Mr Pearson will provide contact details of the Chairman of governors at hermitage school;
- Mrs Ager will invite Mr Crumly and Mrs French to make a report (or to invite the developer to make a report) on the cementation site plans;
- A time limit of five minutes will be set for each speaker;
- Mrs Ager will be provided with a photograph of the Millennium memorial for inclusion in the leaflet;
- Delivery will be the weekend of 12/13 April;
- Mrs Ager will provide a list of Councillor 'delivery duties';
- Mr Overeynder will arrange refreshments for 60 people with the assistance of Mr Giles.

22. Next Meeting

24 April 2003 - The Parish Council will meet at 7.15 – 7.45pm in the upper rooms prior to the Parish Assembly at 8.00pm in the village hall.

There being no further business the Chairman closed the meeting at 9.45pm.

Lynne Riordan
Clerk, Hermitage Parish Council

Notes on declaration of interest:

- (i) any Member arriving after the start of the meeting is asked to declare personal interests as necessary as soon as practicable after their arrival even if the item in question has been considered;
- (ii) with the exception of the circumstances listed in paragraph 9(2) of the Local Code of Conduct for Members, a Member with a personal interest also has a prejudicial interest if it is one which a Member of the public with knowledge of the relevant facts would reasonably regard as so significant that it is likely to prejudice the Member's judgement of the public interest. In such circumstances, the Member must withdraw from the meeting room, and should inform the Chairman accordingly;
- (iii) it is not practical to offer detailed advice during the meeting on whether or not a personal interest should be declared, or whether a personal interest should also be regarded as prejudicial.

Hermitage Parish Council

Statement of Accounts to 20 March 2003

ACTUAL

Income 01/04/02 to 20/03/03	
Carried Forward 2001/02	£15,115.25
Precept 2002/3	£14,500.00
Burial Fees etc	£325.00
VAT	£0.00
Sundry/Interest	£2,292.13
Totals	£32,232.38

Expenditure 01/04/02 to 20/03/03	
General Admin	£8,122.97
Open Spaces/amenities	£3,542.20
Village Hall/Misc.	£203.60
Highways	£0.00
Grants (Section 137)	£2,865.69
Grants (Section 19)	£4,776.17
Burial Ground	£61.03
VAT	£1,575.51
Totals	£21,147.17

Balance 20/03/03	£11,085.21
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PROJECTED

Income up to 31/03/03	
Burial	£35.00
Interest	£7.00
VAT	£1,575.51
Precept.	£0.00
Other	£0.00
VAT Previous Years	£1,227.31
VAT Previous Years	£1,196.51
Projected Totals	£4,041.33

Expenditure up to 31/03/03	
Administration	£1,392.33
Burial Grounds	£326.30
Playground Fund	£4,772.00
Millennium Fund	£2,606.98
Grants Allocated (Section 137)	£250.00
Grants Allocated (Section 19)	£0.00
Audit Costs Outstanding	£959.75
Skate Park	£500.00
Amenity Expenditure	-£42.20
Village Plan/Planning report	£1,150.41
Playground Maintenance	£550.00
Golden Jubilee Grant	£0.00
Projected Totals	£12,465.57

Projected Year End Income	£36,273.71
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Projected Year End Expenditure	£33,612.74
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Projected Year End Balance	£2,660.97
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Nicky Ager
Clerk/Responsible Finance Officer 20-Mar-03



HERMITAGE PARISH COUNCIL

Minutes of a Meeting of Hermitage Parish Council held on
Thursday 24 April 2003 at 7.15pm in the Parish Rooms, the Village Hall

A meeting was convened prior to the Annual Parish Assembly to discuss essential business only.

Present: Mr H Overeynder (Chair), Mrs V Coombs, Mr K Gover, Mr N Pearson, Mr J Walters, Mrs N Ager (Clerk), Mrs L Riordan.

1. **Apologies:** Mr J Renwick, Mr A Hill.

2. **Declarations of Interest**

Members were asked to declare any personal interest and the nature of that interest which they may have in any of the items under consideration at this meeting.

None were recorded.

3. **Minutes of a meeting held on Thursday 20 March 2003** were amended and signed as a correct record.

4. **Elections**

Apr03/01 Declaration of Acceptance of Office and Register of Members' Interests. The necessary paperwork was distributed to members (new and re-elected). Members were reminded that the return to the Electoral Officer of the form for Electoral Expenses was a legal requirement, even if a nil return.

5. **Finance**

Accounts for Payment

Apr03/02 N Ager – April salary plus £22.10 expenses

Apr03/03 D Carter – Bus shelter cleaning (April) £25.00

Apr03/04 BALC – Annual subscription £150.15

Apr03/05 BT plc – Telephone account £10.57 + £1.84 VAT

Apr03/06 S L Riordan – April salary

Apr03/07 Mayprint – Parish Plan booklet £25.00

Other

Apr03/08 Clerk's office equipment. It was agreed that the new Clerk should purchase a telephone/fax/answering machine up to a maximum of £150.00.

Apr03/09 Garden Culture

- Monthly payment has been requested;

- a quotation of £160.00 to remove the rose hedge by the Millennium memorial and turf has been submitted.

Both items were unanimously accepted.

Apr03/110 Thames Water – has submitted an account showing water usage far in excess of the usual meterage. **Mr Overeynder** will take a meter reading.

6. **Planning** – report attached.

7. **Any Other Business**

Apr03/11 Mr Overeynder has cut back branches overhanging the ~~churchyard~~ ^{burial ground} path.

7. **Date of Next Meeting**

Annual Parish Council Meeting – Thursday 22 May 2003 at 7.45pm in the Adelaide Rooms

Lynne Riordan, Clerk, Hermitage Parish Council

Hermitage Parish Council

Statement of Accounts to 25 April 2003

ACTUAL

Income 01/04/03 to 20/03/03	
Carried Forward 2001/02	£8,160.88
Precept 2002/3	£0.00
Burial Fees etc	£0.00
VAT	£0.00
Sundry/Interest	£0.00
Totals	£8,160.88

Expenditure 01/04/03 to 25/04/03	
General Admin	£1,803.04
Open Spaces/amenities	£25.00
Village Hall/Misc.	£0.00
Highways	£0.00
Grants (Section 137)	£0.00
Grants (Section 19)	£0.00
Burial Ground	£0.00
VAT	£0.00
Totals	£1,828.04

Balance 25/04/03	£6,332.84
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PROJECTED

Income up to 31/03/04	
Burial	£100.00
Interest	£30.00
VAT	£0.00
Precept.	£16,500.00
Other	£0.00
VAT Previous Years	£1,227.31
VAT Previous Years	£1,196.51
VAT Prevoius Years	£2,034.01
Projected Totals	£21,087.83

Expenditure up to 31/03/04	
Administration	£7,159.96
Burial Grounds	£335.00
Playground Fund	£4,772.00
Millennium Fund	-£13.02
Grants Allocated (Section 137)	£3,090.00
Grants Allocated (Section 19)	£2,500.00
Audit Costs Outstanding	£959.75
Skate Park	£500.00
Amenity Expenditure	£3,540.00
Village Plan/Planning report	£1,150.41
Playground Maintenance	£532.00
Projected Totals	£24,526.10

Projected Year End Income	£29,248.71
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Projected Year End Expenditure	£26,354.14
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Projected Year End Balance	£2,894.57
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Nicky Ager
Clerk/Responsible Finance Officer 25-Apr-03

APPENDIX I.
PLANNING APPLICATIONS

Up to April 24 2003

Planning No.	Type	Location	Description	Observation
Plans Circulated				
03/00397 03/00377	HOUSE HOUSE	Orchard Side, Deacons Lane 33 Briants Piece	Conservatory Repalce single storey extension	No Objection No Objection
Plans For Discussion at Meeting				
02/02252	HOUSE	Montreal Cottages, Deacons Lane	Replacement outbuilding - minor amendment	
Recommendations for Determination Under Delegated Powers				
03/00214 03/00377 03/00397 03/00285 03/00247	FULL HOUSE HOUSE HOUSE HOUSE	Sancta Maria Del La Grotto, Slanting Hill 33 Briants Piece Orchard Side, Deacons Lane Ivy Cottage, Chapel Lane Merrywinds, Pond Lane	Replacement dwelling Repalce single storey extension Conservatory Two and single storey extensions Demolish and rebuild single detached	Refusal Approval Approval Approval Approval
Decisions/Appeal Decisions				

HERMITAGE PARISH COUNCIL

Minutes of a Annual Parish Assembly of Hermitage held on
Thursday 24 April 2003 at 8.00pm in the Village Hall

Present: Mr H Overeynder (Chair), Mrs V Coombs, Mr K Gover, Mr N Pearson, Mr J Walters, Mrs N Ager (Clerk), Mrs L Riordan, Mr R Crumly (District Councillor).

1. **Apologies:** Mr J Renwick, Mr A Hill.
2. **Opening Address** - Mr Overeynder welcomed everyone to the meeting.
3. **Reports made by Village Representatives**

Chairman of Hermitage Parish Council – Mr Hans Overeynder
District Councillor – Mr R Crumly
Hermitage School Governing body – Mrs C Ashmore
Hermitage Village Hall Committee – Mr J Lawler
Board of Trustees, Hermitage & Hampstead Norreys Charities – Mrs G Burgess
Hermitage Youth Club – Mrs D Gough

4. **Parish Plan** - Mr K Gover made a short presentation.
5. **Parish Walk** – 2.00pm Monday 25 August starting at the village hall. A cream tea will be served afterwards. The last three years have seen a very successful event with 40/50 participants.

6. **Any Other Business**

There have been two resignations from the Parish Council (Mr John Renwick and Mr Alistair Hill) but fortunately there have been two nominations for their replacement – Mrs Willis and Mr Lawler.

7. **Questions from the Public**

Will there be a proportion of social/affordable housing in the proposed developments?
30% of the overall development will be 'affordable' ie renting or shared ownership through a housing association.

What is the future of the White Horse public house?

Greene King have advised the pub will be occupied from next Monday and open for business for the May bank holiday.

Why was the Millennium memorial built from stone when the history of the village is one of brick?

After widespread consultation, the Millennium committee chose a material they thought was suitable and attractive. The memorial was paid for by a £3000 Millennium grant after long discussions as to how to use the funds. The memorial included a time capsule.

Are there any changes anticipated for the Priors Court Road junction?

Mr Crumly replied that there are no plans at present for the previously mentioned mini-roundabout or traffic lights. Consideration may be given to constructing a 'slip road' but should this arise there would be ample opportunity for comment via a planning application.



New developments will definitely increase traffic in Hermitage – have all safety aspects been considered re Highways?

Mr Crumly responded that two or three mini roundabouts may be proposed in Hampstead Norreys Road. Parking outside the shop in High St and outside the Church at service times needs consideration particularly in view of the planned light industrial units resulting in more deliveries/lorries. A weight restriction of 7.5tonnes may be imposed if necessary although on a 'B' road this is unlikely.

On these grounds (amongst others), the Parish Council objected most strongly to two developments being simultaneously developed in Hermitage, but lost out at the Public enquiry to an outside officer who decided in favour of the court.

Why can't speed cameras and traffic calming measures be installed – the Council Tax increases, but Hermitage sees no direct benefit?

Speed cameras have to be funded and manned by the police who have limited resources. The Parish Council has worked hard to achieve a plan to address these issues via the s106 funding whilst maintaining a rural not urbanised setting. Speed Indicator devices may be implemented but these are a deterrent only and not enforceable.

More 30mph signs please!

Particularly needed on the Yattendon Road as they are hidden behind hedges and installed on the wrong side of the road. Mr Crumly committed to pursuing this matter.

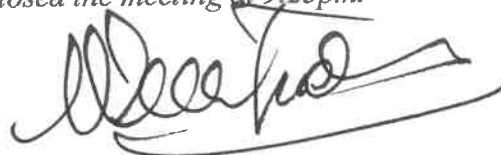
More dog bins please!

Mr Crumly committed to pursuing this matter also.

Street Lighting

A resounding 'not wanted' from the floor. This should be particularly noted when considering the effects of the new developments.

There being no further business the chairman closed the meeting at 9.25pm.



Lynne Riordan, Clerk, Hermitage Parish Council

HERMITAGE PARISH COUNCIL

Annual General Meeting 24th April 2003

Chairmans Report

The year has been, and still is dominated by the future developments of the Cementation site at the North end of the village, and the Arena site to the South.

The P.C. decided to form a working party to draw up a 'wish-list' on behalf of the village. The P.C. also has employed a professional Planning Consultant who has produced a comprehensive report taking into account the working party's recommendations. Planning permission has been granted on 19th February '03 to develop the Cementation site for up to 165 houses.

Our Planning Consultants report has been submitted to W.B.C. and received in a positive way. It is being used by WBC and the future developer to accommodate Hermitage 'wish-list'.

This 'wish-list' consists of recreational facilities such as a Football pitch, Cricket pitch, Tennis Courts, Childrens play area, Changing facilities. As mentioned in both my report last year and John Lawlers report on behalf of the village Hall, the future of the Village Hall is closely connected with these developments, WBC is sympathetic to our proposals.

Kevin Gover (Vice Chairman) and John Lawler (Chairman Village Hall) and myself have had two meetings with WBC to discuss our proposals. Also John Lawler and I have had a meeting with our councillor and Chieveley's councillor as to the best way forward. No developer has at this stage been appointed, and until the appointment has been made no further action can be taken. As far as the Arena site is concerned no action at present.

Millennium Memorial

You have all noticed, no doubt, the Millennium Memorial built recently here almost opposite the Village Hall.

The agenda for this AGM delivered to all households in the village included an item about the memorial, no need to go into detail. The memorial was designed by local resident Charles Gilchrist and erected by Bill Vokins also of course a resident of the village. The time capsules contents was assembled by Debby Gough and Roy Marr and is now embedded in the structure.

Speed in village

Following last years concerns expressed at the AGM we have been in constant touch with the Police. The Police are investigating a new device called S.I.D. (Speed indicative device) available for PC use in conjunction with WBC.

White Horse area to be used for speed monitoring by the Police. The Cementation development scheme contains traffic calming measures.

John Lawler to explain

Speed in village continued

- The village shop is in itself an area of traffic slow up through congestion and of concern, however the outer area's of the village such as Yattendon Rd. and Hampstead Norreys Rd. are of particular concern, a footpath from Deacons Lane to Chapel Lane on the Yattendon Rd. are on our 'wish -list' submitted to WBC.

Questions will be taken, after all other reports

Parish Walk now firmly established for August Bank Holiday Monday with cream teas to follow. *25th August.*

Refreshments here after the meeting.

Nicky - - -

Lyra - - -

White House Police check point

~ - opening

DISTRICT COUNCILLOR'S REPORT
RICHARD CRUMLY

Mr Crumly opened with the comment that this would be his last report and meeting in his capacity as District Councillor for Hermitage. With the election of 01 May pending, it is hoped that everyone will vote. West Berkshire previously had 54 members which has now been reorganised to 52. Hermitage & Frilsham have been joined into Bucklebury but with two candidates (and two votes!).

Mr Crumly said that most of his involvement for Hermitage has been planning related which he has enjoyed very much. Clearly the 'hot topics' have been:

1. The Arena site which has stalled over issues relating to access. A new application is anticipated with access via station Road; and
2. The Cementation site with an outline planning application for 165 houses with a full application to follow at a later date. S106 developer contributions will be agreed to plough back into the community.
3. The Hillier site with 25 houses being refused last year and a current application for 7 years which is still not acceptable.

Mr Crumly ended by promising continued support for his successors.

Report to Hermitage Parish Council
April 2003

I was slightly concerned when approached by our Chair of Governors to address this meeting apparently he has a dinner date with his wife! Feeble excuse!

Anyway – a lot has happened at the school within the past year.

Firstly the school has seen staff changes; Mrs Payton unexpectedly resigned due to ill health. Her place has been filled, temporarily, by Mrs Lynn Hanlon, who is entertaining the children with reports about life ‘down under’! She will be with us for the next academic year when the post will be advertised. Mrs Putter is working part time with the Reception children. Mrs Parish left the school to take up a team leadership role at Speenhamland and was replaced by Sarah Carpenter.

The Governing body has also seen changes with Joan Patey stepping down as Chair and being replaced by Lyn Moates. This last term has seen 4 new governors join, 1 an appointed LEA Governor, 1 co-opted and two parent governors. They join the team at an interesting and exciting time both in terms of moving the school forward academically but also in terms of the potential expansion of the school.

Numbers at the school continue to grow and currently there are 122 on role. We are at the unfortunate/fortunate stage where numbers in Class1 (infant) exceed the Governments recommended number of 30. This has given us great problems not only with staffing, but with space. The new intake of Foundation Stage children, is currently being taught by Mrs Putter in the entrance hall

– not an ideal situation. However, to her credit she has made the area welcoming and purposeful.

We also have not yet received any funding from the LEA to support the Infant Class Size Initiative.

Most notably the school experienced an OFSTED inspection in the Autumn term and certain issues were highlighted as needing addressing – in particular achieving more level 3s at the end of Key Stage 1(7) and more Level 5's at Key Stage 2(11). Other curriculum areas that need improvement are Writing, DT and Art and Science. Fortunately our new teacher Sarah is the Leading Science Teacher for W.Berks and has already implemented much of the recommendations from OFSTED. The Governors at the school were unhappy about the way the Inspection was conducted as we felt that the staff were put under undue pressure especially within a small school where many hats are worn by a few number of staff. However, there were many positive aspects to the report including motivated, polite and well-behaved children! PE, Maths and teaching within Early Years also came out well.

The school has achieved some notable successes during the past year. Of note the School Netball team won the Newbury Schools' tournament under the tuition of Nicky Everton. A no mean feat when you consider they were up against schools much larger than ours. The Wildlife Pond won a 1st award for it's design and construction under the expert eye of Heather Whetter. The football team also continues to play fixtures regularly.

Returning to the problem of numbers the situation for the next academic year is not ideal as the numbers for class 3 will be in excess of 35 (39). This class will consist of

Year 3 and 4 children and will be taught by two teachers sharing the role. However space is still an issue. Which brings me to another point – future developments within the school. The proposed cementation site and Arena development will have implications for the school. We have known about this for a number of years now and have currently met with West Berkshire and the LEA stating our requirements. ^{It is expected} ~~There is a supposition~~ that the capacity of the school will increase to 176 pupils.

As usual councils are short of money so cannot fund the building programme. As a consequence a two-phased plan has been suggested. Phase 1 will be the provision of one classroom, possibly with additional toilets and office space. This will be funded by the school using an advance in their capital budget. Phase 2 will be the main elements of the development which will be developer funded. Unfortunately we need to act quickly as the foreseeable numbers, ^{in the} without the developments within the village, ^{mean} that space is lacking. ^{in school}

The school has a thriving and very hard working PTA, which has provided many extras for the school. For example it has enhanced the teaching of ICT by providing an Interactive white board for the school. Multicultural musical instruments have also been bought with their funds. Without their support many 'fun' activities items to support the teaching of our children would not happen.

Finally I would just like to thank in public the tremendous effort put into the school by the Headteacher Mrs Peta Collicott who has had a baptism by fire within two years of becoming a head and the rest of the staff at

the school. These are demanding times within education with continual changes from what should be included within the curriculum, and standards to be attained, to the enormity of the expansion project facing the school and the community.

Chairman's Report

During the last year, Hermitage Village Hall continued to provide a venue for village activities for a variety of users. Sadly we regret the loss of Friendship Club, but welcome the increased patronisation of play group who now use the hall every weekday morning during term time.

The Hall Committee have provided a number of events for the village, all of which have been successful in both providing entertainment and raising funds. These activities included the Village photograph, Jubilee BBQ, walk and children's tea party, a cocktail evening – a new venture for the Hall, contrasting with the now traditional and ever popular Burns Night.

I would like to extend my personal thanks to the committee members whose efforts make these functions a success, and to all of you who support our activities.

Following on from last year's successful Watermill production, the committee brought Gigolo to the Village Hall on the 11th April and in order to make this more enjoyable, we invested in additional staging to provide safe tiered seating for about 40 people.

As many of you will know, West Berkshire District Council has agreed to the development of 165 houses on the old Cementation site. This will place an increased burden on the Hall which in its current location cannot expand to compensate. As a result, our District Councillor, Mr Richard Crumly, is negotiating with the developers with the aim of providing a new hall close to the proposed playing fields. This is a major opportunity for the village that is unlikely to be repeated in the foreseeable future, and we are committed to doing everything in our power to achieve this.

You may also be aware of the impending elections and the fact that Mr Crumly will not be standing for this ward. It is crucial therefore, that our future councillor is both supportive of a new Village Hall, and capable of negotiating with the developer in order to deliver it. Please feel free to raise this issue with anyone canvassing for your support.

With this in prospect, the Committee is exercising caution in investing in the fabric of the current hall. We will of course monitor the structural integrity and maintain cleanliness and hygiene, and we will carry out maintenance to provide a comfortable and pleasant environment for users in the meantime. We have deferred plans to re-roof the Cottage until the long term outcome of the Hall is clearer, and as mentioned, invested in staging which can easily transfer to new premises.

Once again, I would like to thank my fellow committee members for their support over the last year, and my thanks to the Parish Council for their support also. Finally, I would also like to appeal to those of you who would like to make an active contribution to the running of the Hall, but may be put off by the idea that it will take up too much time. We are conscious of the demands of working life, and adopt a flexible approach that allows a contribution not to become a burden.

Hermitage & Hampstead Nurseries Charities

Chairman - Revd. John Coombs.

Sec/Treasurer - Mrs Jill Bungen.

Trustees - Mrs Barbara Peake - Mrs Lucy Shanks
Mrs George Giles - Mr James Walters

Deposit a/c. £174-94 .

Current a/c. £44.59

The Trustees met twice during the year.

In December - 6 recipients of gifts. Totalling £29-94

Hermitage and Curridge Youth Club for Hermitage Parish Council AGM

Hermitage and Curridge Youth Club has been running for six years, catering for young people living within the villages of Hermitage and Curridge. We meet here in the hall and club nights have included a movie night, swimming at Kennet Leisure Centre, a casino and non-alcoholic cocktails evening, a games evening and the end of term "Battle of the Bands" where local youth bands from the club/Downlands area have a chance to perform.

We were fortunate to secure 50 tickets for members and their friends to experience live theatre. We went by coach to London to see the musical "Fame". We all enjoyed a walk around Covent Garden before the show and our gift package included drinks, sweets and ice creams. The event was sponsored by the Millennium Encore Government initiative. We all had a tremendous day out, so much so that several members wrote thank-you letters.

These events are enjoyed by members' aged 11 – 16 and our "Battle of the Bands" is well supported by over 60 young people, both members and occasional members.

Last year Berkshire's Association of Clubs for Young People (BAYCP) amended the terms of our insurance policy, which meant that we were no longer able to offer skateboarding with ramps and poles as an activity. This quartered our membership overnight and our attendance figures dropped from a regular 45 plus to 12 members.

We held emergency meetings and re-launched the youth club in September 2002 with specific activities that catered for different age groups on different nights and during the past two terms the membership has steadily increased. At the Launch party we had a rotating surf board (like the ones used at Newbury show) and various indoor activities. We are extremely grateful to Hermitage and Chieveley Parish Councils for their financial help during this difficult time and their continued backing. We are also grateful to Hermitage Village Hall Committee for their constant support.

We look forward to our annual parents v youth club members' rounders match at Hermitage School. Future events we hope will include a midnight walk and breakfast, a barbecue and volleyball and badminton challenges.

Please make a diary entry of our fund raising event for this year, which will be a Murder Mystery Evening on Saturday, 28 June, here in the hall. Further details will be advertised nearer the time.

I should like to thank my small band of committee members (Tony Cossington, Andrew Pinnock, Sue Moore, Bernadette Wollen, Helen Allum, Lyn Stride, Andrea Birtwistle and Neil Buckland) who work tirelessly to provide such a good facility for the young people in our area.

VILLAGE PLAN
KEVIN GOVER

This document has been produced by the Parish Council according to guidelines suggested by the Countryside Agency in order to assist the community to have a say in the development of the local environment.

It will quote Parish Council policy on a range of matters, in particular planning policy in conjunction with planning consultation. There will be no significant expenditure on a glossy publication (as this would be funded by Council Tax!), although a grant is being sought.

The draft document is available in a format suitable for you to take home tonight.

HERMITAGE PARISH COUNCIL

Minutes of the Annual Meeting of Hermitage Parish Council held on Thursday 22 May 2003 at 7.45pm in the Adelaide Rooms, Holy Trinity Church

Present: Mr H Overeynder, Mrs V Coombs, Mr K Gover, Mr J Lawler, Mrs K Willis, Mrs L Riordan (Clerk) and three members of the public.

1. **Apologies:** Mr J Walters. Unfortunately Mr Walters is unwell again.

2. Electoral Procedures

Declarations of Acceptance of Office were duly signed by members present.

Register of Members' Interest were handed to the Clerk by members present.

Gifts/Hospitality Register – members were advised of the disclosure requirements.

Return of Electoral Expenses form – members were advised that a return is a legal requirement.

3. Election of Chairman

On the nomination of Mrs Coombs, Mr Overeynder was unanimously appointed Chairman.

4. Election of Vice Chairman

On the nomination of Mr Overeynder, Mr Gover was unanimously appointed Vice Chairman.

5. Declarations of Interest

Members are asked to declare any personal interest and the nature of that interest which they may have in any of the items under consideration at this meeting (please refer to the notes at the end of agenda).

None were recorded.

6. **Minutes of a meeting held on Thursday 24 April 2003** were amended and signed as a correct record.

7. Matters Arising

Millennium Memorial. Mrs Ager reported to Mrs Riordan that the Millennium project has now been completed. The Millennium bank account will be closed and the funds transferred to the Parish Council current account.

Mrs Willis left the meeting at 8.15pm

09/Apr03 Removal of rose hedge. Mr Overeynder has obtained a quotation of £160.00 from Garden Culture to remove the hedge and turf the area. The merits of this idea and alternatives discussed. The Clerk will seek advise from BALC on Parish Council obligations in respect of road safety (children play in this area and the rose hedge currently forms a natural barrier between the playing area and the road).

8. Committees/Representatives

As attached schedule.

9. Finance

Accounts for Payment

Clerk's salary & expenses



01/May03 Thames Water - £20.75
 (The reading shown on the invoice has been confirmed by Mr Overeynder and the Clerk).

02/May03 BT plc - £30.12 (inc £4.68 VAT)

03/May03 Zurich Municipal Insurance Renewal - £936.34

04/May03 Mayprint Services - £36.00

05/May03 Garden Culture Ltd:	April	£285.45
	Branch removal from play area	£ 96.00
	VAT	£ 66.75
	Total	£448.20

06/May03 D Carter (bus shelter cleaning May) - £25.00

07/May03 Clerk's office equipment - £151.47 (inc £22.56 VAT)

17/May03 West Berkshire Council (uncontested election fee) - £44.25

All agreed these payments should be made.

Other

08/May03 SLCC – Audit Practitioners' Guide. All agreed this guide should be purchased.

09/May03 Calor Berkshire Village of the Year Competition. Hermitage will enter the competition and Mr Overeynder will deal with the paperwork.

10. Planning

10.1 Cementation Site Development. An outline planning application has today been received. Mr Overeynder has recently spoken with Derek Carnegie (WBC planning officer). Mr Carnegie seemed doubtful that the Parish Council 'wish list' will be achieved through s106. The Clerk will contact the two newly elected district Councillors (who were not in attendance at this meeting) to ensure that Mr Pask and Mr Webb are fully aware of the Hermitage view that planning consent should not be granted without a fully satisfactory s106 agreement. Mr Overeynder will continue liaison with Mr Carnegie.

10.2 Arena Site Development. A recent planning application proposed a new mini-roundabout on the Newbury side of the Priors Court Road junction. The Parish Council has objected to this proposal on the grounds that current congestion would be exacerbated.

10.3 Other Planning Matters

17/May03 Mr & Mrs Hanning have suggested a new link road to alleviate the traffic on High St which will be intensified by the proposed housing developments. This will be passed to WBC for consideration.

11. Burial Ground

10/May03 Memorial Request. Mrs Ager had advised Mrs Riordan to bring this to the attention of the full Council. The Clerk will seek advice from Mr Renwick in the first instance and regulations/guidelines will be investigated.

15/May03 The Clerk will write to Newbury based undertakers advising new contact details.

16/May03 The Clerk will arrange for a notice of contact details to be displayed at the Burial Ground.

12. Correspondence

11/May03 CLM Solicitors – Notice of Application for Transfer of Justices on Licence, The White Horse Public House, Newbury Road. No objections.

12/May03 West Berks Council – Delivering Investment from Growth. To be circulated.

13/May03 West Berks Council – LEA Admission Arrangements. To be circulated.

14/May03 West Berks Council – Homelessness Review 2003. To be circulated.

18/May03 West Berks Council – Newbury Vision. To be circulated.



- 19/May03 West Berks Council – LEA Admission arrangements. To be circulated.
20/May03 West Berks Council – Notification of Chairman. To be circulated.
21/May03 Zurich Municipal – Safety seminar & risk assessments. To be circulated.

13. Representatives' Reports

Village hall

– a break-in that took place when the hall was in use was discussed. The front door was forced open - dance shoes and handbags of the dance group were taken.

[Other break-ins were noted – two houses in the village (one including a vehicle theft) and one attempt at the Post Office. Additionally the BT kiosk has been vandalised. The Clerk will contact Hungerford Police inviting a Community Police/Area Beat Officer to Parish Council meetings to discuss these and similar issues];

- the village hall committee will be contacting the crime prevention officer for advice;
- the surface of the hall floor is to be renewed;
- a new booking clerk has been appointed (1 Dines Way).

Dates to note:

Barn dance & BBQ – 31 May

Historical Walk – 01 June at 2.00pm from the Green, Dines Way.

Footpaths

– several issues raised in recent months have now been resolved by WBC. Hermitage PC is grateful for this and hopes that works will continue. Mr Gover will request the cutting back of nettles on footpath 16 to be an annual task;

- a tree has fallen down on the path near Yattendon Road and this has been reported to WBC.

14. Villagers' Open Forum

It was brought to the attention of the Parish Council that footways in Cold Ash are being resurfaced. Some villagers are of the opinion that footways in Hermitage are more worthy of remedial works.

15. Any Other Business

Mr John Renwick's letter of resignation has been received by Mr Overeynder.

A letter of thanks from Mrs Ager for her leaving gift was read by Mr Overeynder.

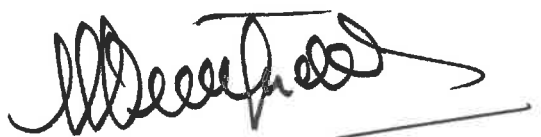
Mr Overeynder officially welcomed Mr Lawler and Mrs Willis to the Parish Council.

Broadband – Mr Lawler reported that of the 300 names required to meet the BT threshold, 214 people from Hermitage have been added to the list. Mr Lawler will communicate the situation to the village via the village newsletter.

16. Date of Next Meeting

Parish Council Meeting – Thursday 26 June 2003 at 7.45pm in the Adelaide Rooms

There being no further business the Chairman closed the meeting at 9.53pm.


26.6.03.

Lynne Riordan
Clerk, Hermitage Parish Council

COMMITTEES/REPRESENTATIVES

Finance	Mr N Pearson, Mrs V Coombs <i>- ex officio Mr H Overeynder, Mr K Gover</i>
Play Area	Mrs K Willis
Footpaths	Kevin Gover
Village Hall	Mr J Lawler
Planning	Mr H Overeynder, Mrs V Coombs, Mr K Gover, Mr N Pearson,
Burial ground	Mr J Lawler
Parish Council News	Mr J Lawler
Cementation Site	Mr H Overeynder
Arena Development	Mr H Overeynder
Downland Practice Patients' Rep	Mr K Gover
Open Spaces	Mr J Walters
Village Website	Mr J Lawler

HERMITAGE PARISH COUNCIL

PLANNING

Date of Receipt	WBC Ref	Type	Address	Description	HPC comment	WBC Decision
09-May	03/00886	FULL	Land at Long Lane	Construction of access road, mini roundabout on Long Lane and associated landscaping		
16-May	03/00965	HOUSE	12 Kiln Close	Single storey rear extension		

* RDDP - Recommended for Determination Under Delegated Powers

16-May-03

Hermitage Parish Council

Statement of Accounts

22-May-03

ACTUAL

Income 01/04/03 to 20/03/03	
Carried Forward 2001/02	£8,160.88
Precept 2002/3	£0.00
Burial Fees etc	£0.00
VAT	£0.00
Sundry/Interest	£0.00
Totals	£8,160.88

Expenditure 01/04/03 to 25/04/03	
General Admin	£3,229.39
Open Spaces/amenities	£431.45
Village Hall/Misc.	£0.00
Highways	£0.00
Grants (Section 137)	£0.00
Grants (Section 19)	£0.00
Burial Ground	£20.75
VAT	£93.99
Totals	£3,775.58

Balance 25/04/03	£4,385.30
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PROJECTED

Income up to 31/03/04	
Burial	£100.00
Interest	£30.00
VAT	£93.99
Precept.	£16,500.00
Other	£0.00
VAT Previous Years	£1,227.31
VAT Previous Years	£1,196.51
VAT Prevoius Years	£2,034.01
Projected Totals	£21,181.82

Expenditure up to 31/03/04	
Administration	£5,733.61
Burial Grounds	£314.25
Playground Fund	£4,772.00
Millennium Fund	-£13.02
Grants Allocated (Section 137)	£3,090.00
Grants Allocated (Section 19)	£2,500.00
Audit Costs Outstanding	£959.75
Skate Park	£500.00
Amenity Expenditure	£3,133.55
Village Plan/Planning report	£1,150.41
Playground Maintenance	£532.00
Projected Totals	£22,672.55

Projected Year End income	£29,342.70
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Projected Year End Expenditure	£26,448.13
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Projected Year End Balance	£2,894.57
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Lynne Riordan
 Clerk/Responsible Finance Officer 22-May-03

HERMITAGE PARISH COUNCIL

Minutes of a Meeting of Hermitage Parish Council
held on Thursday 26 June 2003 at 7.45pm in the Adelaide Rooms, Holy Trinity Church

1. **Apologies.** Mr Walters, Mr Pask, Mr Webb.

2. **Declarations of Interest**

Members were asked to declare any personal interest and the nature of that interest which they may have in any of the items under consideration at this meeting.

Mr Lawler made a declaration of non-prejudicial interest regarding village hall matters.

3. **Minutes of the Annual Meeting held on Thursday 22 May 2003** were agreed and signed as a correct record.

4. **Matters Arising**

09/Apr03 Removal of rose hedge. Advice from BALC indicates that Hermitage Parish Council would not be considered negligent should an accident happen following removal of the hedge, particularly as the area is not a designated play area. Consideration of an alternative was advised for aesthetic reasons and to avoid future problems arising such as car parking or travellers. The removal of the rose hedge was approved and the situation will be monitored.

5. **Finance**

Accounts for Payment

01/Jun03 Clerk's salary & expenses £302.32

02/Jun03 D Carter (bus shelter cleaning June) - £25.00

03/Jun03 Garden Culture Ltd (May) - £285.45 + £49.95 VAT (Total £335.40)

04/Jun03 Hacker Young Audit 2001/02 - £120.00 + £21.00 VAT (Total £141.00)

15/Jun03 Garden Culture Ltd (June) + removal of rose hedge £425.45 + £74.45 VAT (£499.90)

16/Jun03 Thames Water - £4.19

17/Jun03 Playground Management Ltd (RoSPA Inspection) - £61.50 + £10.76 VAT (£72.26)

Other

05/Jun03 Accounts 2002/03 – Arrangements for internal audit. The appointment of an internal auditor for the accounts 2002/03 (prepared by Mrs Ager) was discussed. Mr Lawler will ask Mr Goodsell if he would be prepared to undertake this task. In future years, it is hoped to make a reciprocal arrangement between Mrs Ager and Mrs Riordan.

06/Jun03 Garden Culture Ltd – condition report. The report was discussed but no action will be taken at present.

07/Jun03 Grants. Mrs Ager had provided details of grant applications to be considered. These will be reviewed by all Councillors and recommendations brought to the next (July) meeting.

18/Jun03 Appointment of RFO. It was noted that although Mrs Riordan has been appointed as Clerk, she had not been appointed RFO. All agreed that Mrs Riordan be appointed Responsible Finance Officer for Hermitage Parish Council.

Proposed: Mrs Coombs Seconded: Mr Pearson

6. **District Councillors' Report**

Unfortunately neither Mr Pask or Mr Webb could be present. However, a successful meeting had taken place at Mr Overeynder's home with the two District Councillors, Mr Pearson and Mrs Coombs.



The importance of Mr Pask and Mr Webb supporting the 'wish list' through S106 agreement was reiterated and commitment was promised by them. They did, however, state that they felt it was the responsibility of the Planning Officers (not District Councillors) to negotiate a mutually satisfactory arrangement. They advised that the development will not be able to proceed if agreement is not achieved.

No information from West Berkshire Council has been received in the last 6 weeks.

Mr Overeynder will ask Mr Pask and Mr Webb to come to the July meeting fully prepared to bring Hermitage Parish Council up to date with proceedings.

7. Correspondence

In circulation:

08/Jun03 WBC – Hanning response (to be copied to Mr & Mrs Hanning)

09/Jun03 Dr J Bridger – Provision for horse riders on local roads

10/Jun03 WBC – Kennet & Pang Valley Area Forum

11/Jun03 WBC – Rights of Way (General Conditions Survey)

12/Jun03 Berkshire Structure Plan 2001 – 2016 – Examination in Public 167

13/Jun03 WBC – Draft Supplementary Planning Guidance – Design & Sustainability

14/Jun03 Countryside Agency – Provisional Map Issue

19/Jun03 BALC – Notice of AGM

20/Jun03 Quality Parish Councils

21/Jun03 Standards Board for England (video & booklet)

For action:

22/Jun03 WBC – Public Entertainment Licensing Consultation re Hermitage Village Hall

No objections recorded.

8. Representatives' Reports

8.1 Village Hall

Mr Lawler reported that the village hall boiler had been serviced. The oil storage tank was being reviewed as it does not comply with current regulations – replacement would be costly.

The BBQ/Barn Dance/ Walk were well attended.

The floor will be re-sealed in the near future at a cost of around £2000.

8.2 Recreation Ground/play area

The annual RoSPA inspection has taken place. **Mrs Willis** and **Mr Overeynder** will meet to discuss and formulate an action plan if necessary. They will also discuss removing the hedge cuttings, the removal of the trailer and the hole in the fencing adjacent to the BT Compound.

Mrs Willis will start work on a project to replace the aging equipment, to include applications for funding assistance.

8.3 Footpaths

It was noted that items 11/Jun03 WBC – Rights of Way (General Conditions Survey) and 14/Jun03 Countryside Agency – Provisional Map Issue raised no matters of concern.

The implications of the new Countryside Act (in force 2005) will be considered in due course.

8.4 Broadband

BT is on track to provide this service from 10 September. No further action required.

8.5 Village website

Mr Lawler has made preliminary investigations and has concerns as to who will maintain/update the website in the long term.

8.6 Village Design Statement (& Parish Plan)

This is now virtually complete and is in circulation at WBC (although the date has passed for comment). The suggestions of the WBC planning officer will be incorporated – this will include a more detailed ‘action plan’. This, as a Village Design Statement, will be resubmitted for consideration as Supplementary Planning Guidance.

Printing costs are estimated at ca. £420 to include a colour front and back cover. Mr Gover will attempt to secure funding for this, but the use of Parish Council funds may be need to be considered.

9. Burial Ground

08/Jun03 Cemetery Regulations. Mr Lawler and the Clerk will liaise on this matter.

10. Planning

10.1 Cementation Site Development – see District Councillors’ Report above. Concern over the traffic calming scheme proposed for High St has been registered with WBC.

10.2 Arena Site Development. The current planning application proposes the building of a new access road as negotiations between land owner and developer have failed on the use of the Station Road. Current feeling is that a new access road is inappropriate when Station Road would be perfectly adequate.

10.3 Other Planning Matters. Nothing to report.

11. Villagers’ Open Forum

A large hole in the B4009 footway leading from Chapel Lane towards the school (outside ‘Oaklea’) was reported. The hole appeared when the housing for a newly installed water meter sank. The Clerk will report this to Thames Water.

Questions were raised over the planning notices displayed outside proposed development sites. The notice outside the Cementation site has a spelling mistake and a villager thinks that this may render the application invalid. Mr Overeynder will look into this matter.

12. Any Other Business

The Parish walk will take place on Bank Holiday Monday 26 August at 2.00pm starting from the village hall.

There being no further business the chairman closed the meeting at 9.52pm.



Lynne Riordan
Clerk, Hermitage Parish Council

Notes on declaration of interest:

- (i) any Member arriving after the start of the meeting is asked to declare personal interests as necessary as soon as practicable after their arrival even if the item in question has been considered;
- (ii) with the exception of the circumstances listed in paragraph 9(2) of the Local Code of Conduct for Members, a Member with a personal interest also has a prejudicial interest if it is one which a Member of the public with knowledge of the relevant facts would reasonably regard as so significant that it is likely to prejudice the Member’s judgement of the public interest. In such circumstances, the Member must withdraw from the meeting room, and should inform the Chairman accordingly;
- (iii) it is not practical to offer detailed advice during the meeting on whether or not a personal interest should be declared, or whether a personal interest should also be regarded as prejudicial.

HERMITAGE PARISH COUNCIL

**Minutes of a Meeting of Hermitage Parish Council
held on Thursday 24 July 2003 at 7.45pm in the Adelaide Rooms, Holy Trinity Church**

Present: Mr H Overeynder (Chair), Mrs V Coombs, Mr J Lawler, Mr N Pearson, Mr J Walters, Mrs K Willis, Mrs L Riordan (Clerk), Mr Q Webb (District Councillor) and four members of the public.

1. **Apologies** – Mr Gover.

2. **Declaration of Acceptance of Office** – Mr Walters was in attendance for his first meeting after the elections and duly signed the Declaration of Acceptance of Office.

3. **Declarations of Interest**

Members were asked to declare any personal interest and the nature of that interest which they may have in any of the items under consideration at this meeting.

Mr Lawler made a declaration of non-prejudicial interest regarding village hall matters.

4. **Minutes of a Meeting held on Thursday 26 June 2003** were agreed and signed as a correct record.

5. **Matters Arising**

B4009 footway/Thames Water – it is believed the necessary repair has been carried out and no further action is required.

6. **Finance**

Accounts for Payment

01/Jul03 Clerk's salary (July & August)

02/Jul03 D Carter (bus shelter cleaning July) - £25.00

03/Jul03 BALC – Good Councillor Guide £14.00

All agreed the above payments be made.

Other

07/Jun03 Grants


It was agreed that the following grants/donations will be made:

Hermitage pre-school playgroup	£1000.00
Downland Volunteer Group	£ 150.00
Hermitage Toddler Group	£ 50.00
Hermitage Cubs	£ 500.00
Hermitage Youth Club	No request received
NSPCC	Nil
Pang Valley Project	£ 100.00
Community Project	£ 100.00
Hermitage Village Hall	Already paid (see minutes January 2003)

6. **District Councillors' Report**

Mr Webb advised that he was involved with the Corn Exchange Trust, the Archive Committee and on the Board of the CCB.

He reported that:



- at the last District Council meeting of 22 July 2003, it was agreed that West Berkshire Council would support a National Referendum re the European Constitution if there should be any matters with direct implications for West Berkshire Council;
- West Berkshire Council had been the subject of a National Assessment re 'Safeguards for Children' and had received a satisfactory report, although areas for improvement had been identified;
- A Best Value Performance Plan and similar projects to ensure Council Tax Payers received 'Value for Money' are being worked on;
- E-mail contacts for all district Councillors are slowly being introduced;
- Mr Webb had attended the Area Planning sub-committee on 13 August;
- Mr Webb had attended the Pang Valley Area Forum and it was agreed that work should include all rural communities and not just Thatcham.

7. Villagers' Open Forum

04/Jul03 There was concern over the Priors Court Road junction improvements being proposed in association with the Arena site development planning application, which now suggests signalisation. The Parish Council confirmed that it remains opposed to all plans which include the construction of a new access road, rather than using Station Road. **Mr Webb** agreed to represent the Parish Council views, confirming his opinion that the new road should not be built on a field within the AONB, with poor visibility when a satisfactory access (Station Road) was already in existence.

05/Jul03 The B4009 Yattendon Road, Chapel Lane to Deacons Lane is very dangerous for pedestrians and some sort of footway/refuge is required. Mr Webb noted that this has been formally brought to the attention of WBC and that there was a proposal included within the Cementation site plans.

06Jul03 The footway along High St is in a poor condition. Repairs have been undertaken within the last month - some have been well done, others are patchy - from the church gate as far as the shop, but then stop. **Mr Webb** agreed to investigate.

07/Jul03 The tree by the Millennium memorial has been vandalised and **Mr Overeynder** agreed to look into the matter.

8. Representatives' Reports

8.1 Village Hall

The floor repairs are to be commenced early next week and will take nearly two weeks to complete. As a consequence, a review of chairs will follow to avoid damage to the new floor! The Public Entertainment Licence is currently being renewed and inspections etc are being undertaken as necessary. There may a requirement to improve emergency lighting outside the building as there is no street lighting. This is to provide somewhere for people to congregate in the event of evacuation of the building. 'Remote' lighting such as this may prove expensive.

8.2 Recreation Ground/play area

Mrs Willis has thoroughly studied the recent RoSPA inspection and provided her written assessment of the implications.

08/Jul03 Branches need to be removed (high risk) and **Mr Overeynder** will contact Garden Culture.

09/Jul03 **Mrs Willis** is in liaison with BT regarding the holes in the fencing.

10/Jul03 **Mrs Willis** will contact Hermitage Cubs to request that the Krafty Raft is locked in the compound and that the abandoned trailer is removed (this will require breaking up).

Mrs Willis will continue her project to provide new play facilities as most of the existing equipment is around 20 years old.

8.3 Footpaths

11/Jul03 On Yattendon Road towards the motorway, rubbish dumping has been a problem. A padlocked barrier has been provided. At the point where the designation is 'a road used as a public path', a barrier without a lock has been installed – there is now only pedestrian access.

12/Jul03 A problem was raised by a member of the public about the overgrown footpath known as 'Badgers Walk' – this is, however, in Chieveley Parish.

8.4 Village website

13/Jul03 Mr Lawler is considering asking (in the next Parish magazine) if anyone would like to receive village information by e-mail. However, Mr Lawler does not wish to upset the Parish magazine team and will seek their opinion first.

8.5 Village Design Statement (& Parish Plan)

14/Jul03 This has now been submitted to West Berkshire Council.

9. Correspondence

In circulation:

Berkshire Plan EIP (x 2)

WBC – Newbury Show road closures

WBC – Summer Holiday Play Schemes

Berkshire Communicator

WBC – Special meeting of Kennet and Pang Valley Area Forum

West Berkshire Heritage News

WBC – Domestic Violence Forum

Office of the Deputy Prime Minister – new Ethical Framework Regulations

BALC – Membership advice

Standards Board for England – How do I register...

10. Planning

10.1 Cementation Site Development

15/Jul03 All quiet at the moment with no information to add from the District Councillor present. **Mr Webb** agreed to investigate and update the Parish Council with the latest information. It was agreed this information should be provided within the next two weeks, so that **Mr Lawler** may include an update in the next issue of the village magazine.

16/Jul03 The expiry date of the time limit set for the agreement under s.106 is rapidly approaching. **Mr Webb** agreed to inform the Parish Council of the implications to the planning consent if a satisfactory agreement is not reached.

10.2 Arena Site Development

17/Jul03 Mr Webb advised that it is anticipated that the traffic light proposal will be refused under delegated powers without referral to committee.

10.3 Other Planning Matters

18/Jul03 8 Lipscomb Close – erection of conservatory. An objection to this application by a villager was noted.

11. Burial Ground

19/Jul03 The walls on entry are crumbling but not insecure.

20/Jul03 The hedge on the left (on entry) need cutting back – **Mr Overeynder** to arrange.

21/Jul03 Conservation/wildlife area – it was agreed this should be removed for aesthetic reasons and for ease of maintenance. **Mr Overeynder** will organise.

22/Jul03 The **Clerk** and **Mr Lawler** are working on memorial regulations.

12. Any Other Business

The Parish walk will take place on Bank Holiday Monday 26 August at 2.00pm starting from the village hall.

There being no further business the chairman closed the meeting at 9.50pm.

Date of next meeting – Thursday 18 September 2003 at 7.45pm



*Lynne Riordan
Clerk, Hermitage Parish Council*

Notes on declaration of interest:

- (i) any Member arriving after the start of the meeting is asked to declare personal interests as necessary as soon as practicable after their arrival even if the item in question has been considered;*
- (ii) with the exception of the circumstances listed in paragraph 9(2) of the Local Code of Conduct for Members, a Member with a personal interest also has a prejudicial interest if it is one which a Member of the public with knowledge of the relevant facts would reasonably regard as so significant that it is likely to prejudice the Member's judgement of the public interest. In such circumstances, the Member must withdraw from the meeting room, and should inform the Chairman accordingly;*
- (iii) it is not practical to offer detailed advice during the meeting on whether or not a personal interest should be declared, or whether a personal interest should also be regarded as prejudicial.*

HERMITAGE PARISH COUNCIL

Minutes of a Meeting of Hermitage Parish Council

held on Thursday 18 September 2003 at 7.45pm in the Adelaide Rooms, Holy Trinity Church

Present: Mr H Overeynder (Chair), Mrs V Coombs, Mr K Gover, Mr J Lawler, Mr N Pearson, Mr J Walters, Mrs K Willis, Mrs L Riordan (Clerk), two members of the public and Mr Q Webb (District Councillor, for part of meeting).

1. **Apologies** – none.

2. **Declarations of Interest**

Members are asked to declare any personal interest and the nature of that interest which they may have in any of the items under consideration at this meeting (please refer to the notes at the end of agenda).

None were recorded.

3. **Minutes of a Meeting held on Thursday 24 July 2003** were agreed and signed as a correct record.

4. **Matters Arising**

06Jul03 High St footway. It was noted that the Long Lane footway - recently laid to an excellent specification – is hardly used, whereas the High St footway, in an area of high usage, is in a poor condition. Mr Webb had no further information to add.

07/Jul03 Tree near Millennium memorial. Thanks were expressed to Mr Overeynder who reported that he had personally cut back the branches.

5. **Finance**

Accounts for Payment

01/Jul03 Clerk's salary (September)

02/Jul03 D Carter (bus shelter cleaning September) - £25.00

06/Sept03 Garden Culture (August) - £285.45 + £49.95 VAT

07/Sept03 Sovereign Housing Association (bus shelter ground rent) - £5.00

All agreed these payments be made and the **Clerk** will seek further information on the history of the bus shelter ground rent.

Other

01/Sept03 Approval of accounts 2002/03.

The Clerk advised that the accounts had been prepared and signed by Mrs Ager who was the Clerk for the period of account. The accounts were then internally audited by Mrs Riordan the current Clerk. The internal audit had highlighted the need to amend the accounts as circulated to Councillors to include VAT recoverable. The accounts were approved by all, then signed by Mr Overeynder, including the Annual Return and Statement of Assurance for External Audit purposes.

04/Sept03 Subscription/membership of Community Council for Berkshire £25.00

It was agreed that Hermitage PC should subscribe for a trial period.

6. **District Councillors' Report**

Mr Webb had provided a written report which was presented on his behalf by Mr Gover. This included statistics from a sample report regarding the operation of 'SID' in Hermitage.

Mr Webb attended later in the meeting and his comments are incorporated in the Planning section below.

7. Villagers' Open Forum

Noise appearing to emanate from the Arena site has been the cause of consternation – it appears that the noise may, in fact, be from the adjacent scaffolding business. The pedestrian gate to the Arena site was reported as being unlocked. **Mr Overeynder** will investigate.

8. Representatives' Reports

8.1 Village Hall

Work to the floor has been completed and should last 10 years. A quote is awaited for the cost of installing emergency lighting, also awaiting a quote for modernising internal lighting.

8.2 Recreation Ground/play area

08/Jul03 Removal of branches. The branches are to be removed in the near future.

09/Jul03 BT/ holes in fencing. BT has undertaken repairs/patching.

10/Jul03 Hermitage Cubs/Krafty Raft/abandoned trailer. Mrs Willis is in negotiation with cubs in the hope that the matter can be resolved by cubs and the PC working together.

03/Sept03 PC funding/contribution for new play area (2004/05). Mrs Willis has obtained quotes and now has a short list of two suppliers. It was agreed that the PC will provide third party funding – there is already £4772 in the playground fund. The PC is fully committed to this project recommending that the existing equipment (now 45 years old) should be scrapped entirely, starting again from scratch. Mrs Willis was given total support to push on with this project.

Mrs Willis reported that a recent inspection of the equipment had revealed that the cargo/climbing net was unsafe - it was promptly removed.

8.3 Footpaths

Nothing to report.

8.4 Village website

Mr Lawler has completed the design, but now needs content! Mr Gover will supply a copy of the Village Design Statement, Mr Pearson will provide the school report and Mr Marr will supply village photographs.

8.5 Village Design Statement (& Parish Plan)

The draft has now been returned by WBC and Mr Gover is busy incorporating changes. After this a formal/public consultation will take place for 6 weeks.

9. Correspondence

In circulation:

Readibus Annual Report & Accounts

Berkshire Structure Plan – Notes for Participants

North Wessex Downs AONB Management Plan Consultation Process

WBC – Kennet and Pang Valley Area Forum

WBC – Members Allowances

DEFRA – Rural Services standard

Crimestoppers

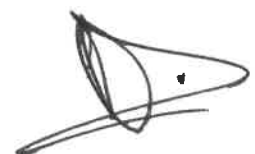
WBC – Consultation Draft Bus Information Strategy

Bank of Scotland – mandate information

Archaeology in West Berkshire

Other

05/Sept03 North Wessex Downs AONB Forum



10. Planning

10.1 Cementation Site Development

16/Jul03 Expiry date for s.106 and 02/Sept03 Appeal notification.

Mr Webb advised the latest situation and a heated debate ensued.

The applicant has lodged an appeal for non-determination by WBC – the date for this appeal has not yet been set. Non-determination has arisen because the s106 negotiations have not been completed. £2million has been requested and the applicant considers £1.1million his limit (a lump sum not yet allocated to component parts – school, surgery, playing fields, highways, sewers etc).

WBC officers are concerned that if pushed too hard the developer may walk away from negotiations and refuse to make any s106 contribution at all. Furthermore, WBC is concerned that this may be upheld at appeal. It is the opinion of WBC that a settlement should be reached before appeal to avoid this possibility, believing that £1.1million is better than nothing – they hope to conclude the negotiations before 30 September 2003 (and before appeal).

Hermitage Parish Council, in the strongest possible terms, advised Mr Webb that it is outrageous that a village of 400+ houses should be expected to absorb a 165 house development without the developer contributing to infrastructure. Instead of worrying that the developer may walk away from negotiations, WBC should withdraw the planning consent that was subject a satisfactory s106 agreement. If the developer does not contribute to infrastructure then WBC, by default, will have to – the school is already at capacity and turning children away, sewers will be unable to cope with the extra demand and there is major concern that there will be unrest in a village approaching 600 houses with no recreational facilities whatsoever. WBC funding will result in an increased Council Tax charge but the developer retains a healthy profit!

Mr Webb advised that he has not been directly involved in the negotiations. Hermitage PC requested that he becomes so forthwith, advising that it is their belief that it is a requirement of the s106 that he participates and that he is, in fact, a required signatory.

Hermitage PC is furious that all these developments have been undertaken 'behind closed doors' with no consultation/feedback to the village concerned. Mr Overeynder has tried in vain to contact Mr Derek Carnegie who is persistently unavailable – it seems Mr Carnegie is only retained on this project for continuity, now being responsible for another area.

In conclusion, Mr Webb was asked to relay back to WBC that Hermitage PC finds the proposals wholly unsatisfactory and demands £2million without compromise. Mr Webb will set up a meeting with Gary Lugg (Head of Planning & Transport Strategy) – he will send an e-mail expressing extreme dissatisfaction, request a meeting of utmost urgency. Mr Overeynder, Mr Gover and Mr Lawler will attend, as will Mr Pearson if available. Crucial questions to be answered are:

- how have the circumstances come to this point with no PC involvement?
- who is negotiating on behalf of the PC? Are they aware of the depth of feeling?
- why is WBC not pushing forward with a stance of "no s106, no houses"?
- how can the developer have the upper hand?
- the PC has supported the development on the understanding that the infrastructure will be provided via developer contributions, it is inconceivable that this may not happen. Why are WBC 'selling out'?

10.2 Arena Site Development

Currently this application is to be recommended for refusal by determination under delegated powers. The agent representing the applicant recently rang Mr Overeynder expressing surprise that the PC had objected.

10.3 Other Planning Matters

White Horse Public House – there is some concern in the village that the pub will be effectively a restaurant, with no area set aside for villagers to have a drink – the PC supports the application as this is preferable to the establishment closing and being converted to a residential dwelling.

Hilliers Garden Centre – Mr Overeynder met the Arboricultural Officer at the site, and it is possible that a Tree Protection Order will be sought for the complete arboretum area. The businesses on site are happy that they will be afforded 15 year security through leasehold arrangements. On these grounds, the PC will raise no objection to the development.

11. Burial Ground

The entrance to the cemetery is looking untidy and it was agreed that one cut per season was insufficient. This will be addressed when setting the contract for ground maintenance next year. The hedges need cutting and now that the nesting season is officially over, Mr Overeynder will contact the contractor to arrange cutting as soon as possible.

12. Any Other Business

August Bank Holiday Monday saw a very successful village walk with around 50 people participating. This is now set to be an annual event.

Date of next meeting – Thursday 23 October 2003

There being no further business the chairman closed the meeting at 10.20pm.

*Lynne Riordan
Clerk, Hermitage Parish Council*

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WEST BERKSHIRE DISTRICT COUNCILLORS REPORT SEPTEMBER 2003

- 1) August was a quiet month and nothing significant to report. Next meeting of full council is 30th September and will start with a presentation by the Thames Valley Police Area Commander Supt. Frank Sullivan on policing issues in the district.
- 2) The Planning and Licensing Committee met on 10th September primary to discuss two items, the green burial site at Enbourne. Mineral extraction at Hampstead Marshall and other referenced up planning issues.
- 3) Introduction to members on the 9th September of the consultation and contents of the recently published draft consultation document on the 'North Wessex Downs ANOB' by the director responsible for the document.
- 4) I am the chairman of the task group set up to review the performance indicators and service groupings and the methods of presentation to officers and members.
- 5) I have also met with the County archives director and discussed the type of records that can be stored. He would like to have the opportunity to review all records, which have a historic and social connection. Club minutes, drama group productions posters programmes etc. Village hall records/minutes plus the parish, church and Council records other than the statutory ones
- 6) Kennet and Pang Valley area Forum special meeting on 9 September 7 pm Frank Hutchings Hall Thatcham met to discuss Thatcham area traffic matters.
- 7) I have been with the 'SID' traffic safety officer Alan Dunkerton and have obtained various reports on village speed checks. He does urge the Parish Council to nominate councillors for training. So that the PC can use the equipment and carry out the checks themselves.
- 8) Community Meals Service from 22nd September replaces Meals on Wheels the new contract placed by West Berks Council with 'apetito' will have new vehicles known as the Chefmobile. The new operators have been calling on clients to introduce themselves and will provide hot meals 7 day a week. If you know anybody who has had the WRVS provided service and have not been visited by the new operators please do let me know.

Quentin Webb
Joint Bucklebury Ward Member

HERMITAGE PARISH COUNCIL

Minutes of a Meeting of Hermitage Parish Council
held on Thursday 23 October 2003 at 7.45pm in the Adelaide Rooms, Holy Trinity Church

Present: Mr H Overeynder (Chair), Mrs V Coombs, Mr K Gover, Mr J Lawler, Mr N Pearson, Mr J Walters, Mrs L Riordan (Clerk), two members of the public, Mr R Lester (Newbury Weekly News) and Councillors Q Webb (from 20.31hrs) & G Pask (from 20.58hrs).

1. **Apologies** – Mrs K Willis.

2. **Declarations of Interest**

Members are asked to declare any personal interest and the nature of that interest which they may have in any of the items under consideration at this meeting (please refer to the notes at the end of agenda).

None were recorded.

3. **Minutes of a Meeting held on Thursday 18 September 2003** were agreed and signed as a correct record. Mrs Coombs requested that it be recorded that the minutes of the September meeting were excellent, in particular section 10.1 Cementation Site Development.

4. **Matters Arising**

06Jul03 High St footway. No further information at present.

04/Sept03 Community Council for Berkshire. CCB will be invited to join Hermitage PC meeting to make a presentation about their objectives.

08/Sept03 Pedestrian gate to Arena site. Noted that this gate is not secured, but no further action required.

5. **Finance**

Accounts for Payment

01/Oct03 Clerk's salary (October) & expenses

02/Oct03 Carter (bus shelter cleaning October) - £25.00

03/Oct03 Garden Culture (September) - £285.45 + £49.95 VAT

04/Oct03 Thames Water (Burial ground) - £4.81

05/Oct03 Hermitage Village Hall – Annual Parish Meeting Fee - £28.50

All agreed these payments be made.

Other

06/Oct03 PWLB loan repayment £1096.58 due 04 November 2003. Noted.

16/Oct03 Garden Culture quotation for various works requested by Mr Overeynder.

The following quotations were acceptable and the Clerk will confirm with Garden Culture:

Burial ground

To prune and shape all trees £160.00 + VAT

To cut down and remove holly tree £ 16.00 + VAT

To remove litter and debris, cut and remove all arisings from rough grass area £128.00 + VAT

Pinewood Playground

To cut identified tree branches overhanging path and play equipment and crown lift branches on the bank side.
Prune smaller trees, re-stake and tie as discussed. £168.00 + VAT

The item below was not accepted and will not be undertaken:



Pinewood Playground

To pollard willow to approx. 6 – 8 feet

£256.00 + VAT

6. District Councillors' Report

Councillor Webb had provided the written report attached.

The Yattendon Road footpath is now being formally considered.

7. Villagers' Open Forum

The display of PC minutes in the Parish notice board was requested, as has been customary.

8. Representatives' Reports

8.1 Village Hall

A very successful 'Salsa Night' has been held.

A Public Entertainment Licence has now been granted subject to the installation of additional security lighting at around £400.

The oil tank will have to be replaced and relocated away from the building in due course at an anticipated cost of £3-4k.

A quiz night is take place on 15 November.

8.2 Recreation Ground/play area

10/Jul03 Hermitage Cubs/Krafty Raft/abandoned trailer. No contact with cubs as yet.

03/Sept03 New play area equipment. The WREN funding application has been made. Also letters sent to Donnington Hospital Trust, Englefield Trust and BT. Awards for All bid completed to fund the Basketball/ football goal with £102 from the PC.

It was agreed that if the project to install new equipment should be unsuccessful, then the removal of all existing equipment without replacement will be seriously contemplated.

8.3 Footpaths – nothing to report.

8.4 Village website. Progressing well, but still awaiting village information (photos etc). Mr Gover will provide the Parish Plan in electronic format. Hopefully, a prototype will be available by the next meeting.

8.5 Village Design Statement (& Parish Plan)

The comments and suggestions of West Berkshire Council have been incorporated and the document returned to them for further comment. The Clerk will circulate a copy to Hermitage Parish Councillors and provide each member of the working party with a personal copy.

9. Correspondence

In circulation:

07/Oct03 Newbury and Community NHS Primary Care Trust Annual Report 2002-03

08/Oct03 DEFRA – Rural Services Standard 2003

09/Oct03 Social Services Leaflets

10/Oct03 WBC – Young People & Drugs Information Event

11/Oct03 CCB Newsletter

12/Oct03 North Wessex Downs AONB – Appointment of Advisory Members

13/Oct03 Army Presentation Team – invitation

14/Oct03 Safety with Syringes leaflets

15/Oct03 Social Care Services leaflets

10. Planning

10.1 Cementation Site Development

Councillor Webb is awaiting a response from Mr Ashworth on this matter, as is the Parish Council. The Clerk sent a letter to follow up a meeting of 25 September between Mr Carnegie, Cllr Webb, Mr Overeynder, Mr Gover, Mr Pearson and Mr Lawler. This has been acknowledged and a full response can be reasonably expected within 10 days.

Councillor Webb reiterated that an *impasse* has been reached between WBC and the developer/developer's agent.

It was noted that the 30 September deadline has passed and no information whatsoever has been forthcoming yet again. This is in spite of the request that the PC be kept fully informed at all times. Cllr Webb explained that the deadline was in fact a 'moving' deadline!

Mr Lawler asked Cllr Webb personally to become informed more regularly so that he may inform the PC accordingly and he concurred.

10.2 Arena Site Development

No further development since the application was refused. The applicant may decide to go to Appeal or may try re-negotiating access via Station Road. If a suitable means of access cannot be agreed then the development fails.

10.3 Other Planning Matters.

Planning list attached. The Clerk requested the return of the 'Bryants Cottage' plans for comment and Mr Overeynder agreed to seek them out.

11. Burial Ground

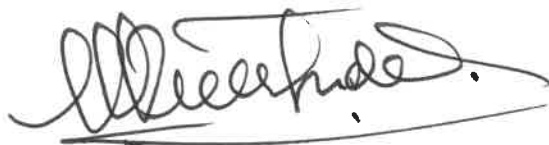
Nothing to report.

12. Any Other Business

A preliminary list of meeting dates for 2004 was supplied.

Date of next meeting – Thursday 20 November 2003. Please note change of date.

There being no further business the chairman closed the meeting at 9.18pm.



Lynne Riordan
Clerk, Hermitage Parish Council

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WEST BERKSHIRE DISTRICT COUNCILLORS REPORT OCTOBER 2003

- 1) Full council met on 30th September and started with a presentation by the Thames Valley Police Area Commander Supt. Frank Sullivan on policing issues in the district.
- 2) Public debate on current issues surrounding drugs 2nd October Waterside centre with MP David Rendel, Exec. Councillor John Farrin, Chief Exec. West Berks Council Jim Graham. Two parts 3-6 pm public open house, stands manned by professionals. 7-9 pm panel of experts to take questions.
- 3) Free child car seat testing service West Berks Council & Royal Berkshire Fire service. To check fittings, choice etc. 9am to 4pm Newbury Fire Station 9th October and Savacentre, Calcot 10th October.
- 4) Children's Social Care Issues 'Children at Risk' Councillors to attend and discuss the recently published Green Paper at a Member Training session. This is to introduce the Governments requirements relating to the improvement and sharing information between agencies and intervention if child is seen to be at risk.
- 5) Kennet and Pang Valley Area Forum 15th October 6.30-9.30 Aldworth Village Hall, Presentations 1) Legal advice. 2) Licensing Act 2003 implications. 3) Parish Plans.
Note (a review is now under way re the splitting of Forum from Thatcham Town and the rural villages)
- 6) Local Environmental health officers have recently issued a reminder that the 'The Council's Food & Agriculture Team' run a series of basic and advanced food hygiene courses contact 01635 519930 for more information.

Quentin Webb
Joint Bucklebury Ward Member

HERMITAGE PARISH COUNCIL

PLANNING

Date of Receipt	WBC Ref	Type	Address	Description	HPC comment	WBC Decision
16-May	03/00965	HOUSE	12 Kiln Close	Single storey rear extension	No objection	Approved
22-May	03/01066	OUTMAJ	Cementation Site	Demolition of existing buildings and redevelopment for 165 residential dwellings, 4000 sqm of Class B1 (business) employment floorspace, public open space, internal service roads, car parking and alterations to the public highway and access.	No further comments - only concern now is to ensure the 'wish list' is achieved via the s106 agreement. Later comments added re concerns on proposed traffic calming scheme.	
28-May	03/01040	HOUSE	The Norreys, Long Lane	Ground floor side extension and rear conservatory	No objection	Approved
06-Jun	03/01034	LBC	Wellhouse Barns	Alterations to facilitate change of use to 5 residential units (see 02/00993/FUL)	No objection	
21-Jun	01/02374	FULL	Woodside, High St	Two dormer windows (front and rear) to house roof. Demolition of existing sheds and erection of new garage and stores to replace.	No objection	Approved
14-Aug	Notice of Appeal		Cementation site	Appeal against non- determination		
29-Aug	03/01689	FULL	White Horse, Newbury Road	Internal alterations and refurbishments with 2 No single storey extensions	No objection but would prefer yew tree to be retained	
11-Sep	03/01888	FULL	Milsoms Cottage, Wellhouse	Revised application for replacement dwelling previously approved 02/02069	No objection	RDDP - approval
13-Sep	02/01194	FULL	Land adj Long Lane	Construction of footpath	Notification of appeal	
13-Sep	03/01838	OUT	Hilliers Garden Centre	Erection of 9No two storey dwelling houses with associated access (matters of siting and access to be considered; all other matters reserved)	No objection	
06-Oct	03/01944	HOUSE	Bryants Cottage, Yattendon Road			

* RDDP - Recommended for Determination Under Delegated Powers
23-Oct-03

HERMITAGE PARISH COUNCIL

**Minutes of a Meeting of Hermitage Parish Council
held on Thursday 20 November at 7.45pm in the Adelaide Rooms, Holy Trinity Church**

Present: Mr H Overeynder (Chair), Mrs V Coombs, Mr K Gover, Mr J Lawler, Mr N Pearson, Mrs K Willis, Mrs L Riordan (Clerk), two members of the public and Councillors Q Webb (from 20.15hrs) & G Pask (from 20.25hrs).

1. **Apologies** – Mr J Walters, Mr R Lester (Newbury Weekly News).

Mr Overender expressed sincere sorrow at the tragic shooting incident that took place in Slanting Hill yesterday. (Mr Overeynder confirmed he had taken care of publicity from a Parish Council perspective).

2. **Declarations of Interest**

Members are asked to declare any personal interest and the nature of that interest which they may have in any of the items under consideration at this meeting (please refer to the notes at the end of agenda).

Mr Gover and Mr Pearson expressed an interest in the Oare common woodland should it be discussed (this not being agenda item).

3. **Minutes of a Meeting held on 23 October 2003** were agreed and signed as a correct record.

4. **Matters Arising**

06Jul03 High St footway. Cllr Webb had no further information available but will continue to pursue the matter.

5. **Finance**

Accounts for Payment

01/Nov03 Clerk's salary (November) & expenses

02/Nov03 D Carter (bus shelter cleaning November) - £25.00

03/Nov03 Garden Culture (October) - £285.45 + £49.95 VAT

04/Nov03 BT plc - £31.57

All agreed these payments should be made. December payments were authorised and will be reported at the January meeting.

6. **District Councillors' Report**

Written report attached.

New legislation for schools and difficulties arising therein were discussed, in particular funding issues.

West Berkshire Council is anticipating a funding shortfall of around 4% from Central Government – funds are to be 'redistributed' to other areas of the country.

Cllr Webb mentioned the request from WBC for potential contributions to the Newbury cinema development. The Clerk confirmed a letter from WBC had been received after this meeting's agenda had been published. This will therefore be discussed at the January meeting.

7. **Villagers' Open Forum**

The owners of Oare common woodland (35 acres) are proposing to sell and have approached adjacent landowners. Villagers raised concern as this is a registered common with footpaths, also expressing concern that the screen afforded by these trees as protection from the motorway may be

diminished. The Parish Council has had no official notification of this matter, but this will be discussed at the January meeting.

8. Representatives' Reports

8.1 Village Hall

Emergency lighting is now in place.

Trustee folders have been provided to advise responsibilities.

A successful quiz night has been held and a Xmas disco and Burns night are to follow.

The external mail box has been exploded by a firework.

8.2 Recreation Ground/play area

10/Jul03 Hermitage Cubs/Krafty Raft/abandoned trailer. The raft is now in the compound, the trailer has been overturned and Mrs Willis is to attend a cubs meeting on Tuesday night.

03/Sept03 New play area equipment. The bid to WREN has been submitted and Mrs Willis met with a WREN representative at the Pinewood site. A decision will be reached on 09 December and will be notified to the Clerk. Mrs Willis will contact local businesses asking if they would consider donating a play area bench with a plaque. A skate park may be considered as a separate project at a later stage.

Mr Overeynder was concerned as to the Parish Council position should an accident occur on the existing equipment. It was agreed that appropriate action had been taken as a result of the annual RoSPA inspection and that whilst it is recognised that the equipment is ageing a project is underway for its replacement. The need for a written record of weekly inspections was discussed and Mrs Willis agreed to implement this.

8.3 Footpaths – nothing to report.

8.4 Village website

All information provided is now included and Mr Lawler provided a CD-ROM for circulation and comment.

8.5 Village Design Statement (& Parish Plan)

The latest version is in circulation including to West Berks (receipt has been acknowledged but a reply will be delayed for at least 4 weeks).

9. Correspondence

In circulation:

Area Forums Update

WBC – Supplementary Planning Guidance on Shopfronts and Signs

WBC – Community Plan Review

WBC – Winter Service Policy & Plan

Thames Valley police Authority Annual Report

WBC – Consultation of future school term and holiday dates in West Berkshire

WBC – Annual Parish Survey

BALC – notice of special meeting

CCB - newsletter

10. Planning

10.1 Cementation Site Development

A response has been received from Mr Ashworth, Corporate Director at WBC, confirming the s106 contribution as being agreed at £1.1m. This response has been circulated to all Councillors.

Cllrs Webb and Pask were alarmed that WBC had not copied this letter to them. Mr Pask said he would be speaking directly to the Chief Executive on this matter as he was embarrassed to have come to this meeting uninformed.

Mr Pask confirmed that he has registered his opinion with WBC that £1.1m is inadequate (in order to bolster the Hermitage Parish Council stance). Mr Pask stated that he believes "WBC is not proactive enough in extracting funds from developers".

Further discussions ensued and it was agreed that the WBC position is weak due to poor negotiating skills, compared to Kvaerner and agent who are commercially minded.

Hermitage Parish Council is further concerned that there will be no involvement in the allocation of the £1.1m as this will essentially be done by 'formula'. Again Cllrs Pask and Webb agreed to relay back to WBC the consternation of the Parish Council and to ask directly for the allocation details. It was noted, however, that a recreation field was included on the planning drawings.

10.2 Arena Site Development
No further information at present.

10.3 Other Planning Matters.

Schedule attached and Hermitage Primary School plans have just been received.

Newbury Weekly News has reported that the Hillier site is not going to proceed with the 9 house proposal, but is returning with an application for 34 houses. Cllrs Pask and Webb are vigorously opposed to the latter.

11. Burial Ground

Nothing to report.

12. Any Other Business

No matters raised.

Date of next meeting – Thursday 22 January 2004.



There being no further business the chairman closed the meeting at 9.32pm.

*Lynne Riordan
Clerk, Hermitage Parish Council*

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WEST BERKSHIRE DISTRICT COUNCILLORS REPORT NOVEMBER 2003

- 1) Community Council for Berkshire have with The Country Side Agency arranged a workshop on Parish Plans at Purley on 22nd November. tel. 01635-523857 for information.
- 2) West Berkshire Council is considering the Funding Priorities of the Voluntary Sector Funding 2004/5. A Briefing note has just been issued to members to give careful consideration of the core funding requirements of the organisations.
- 3) The council will be submitting its Submission on the 'Implementing Electronic Government 3' IEG3 to Government after approval by council. IEG3 is an essential part of the monitoring process for assessing electronic service delivery.
- 4) Members have received a Briefing on the 'Freedom of Information Act', which is due to become law in 2005. The Act is wide reaching and does include Parish Councils. I believe you have already been notified. I strongly suggest if you have not yet done so that the Council set up a small group to review the requirements of the act and the actions you need to take to implement it.
- 5) During the week of 10-14 November: The Council will be hosting a visit by a local government improvement team. The six-man team is to review the operation of the Council as 'critical friends' and will be reporting as part of the IdeA Peer Review the findings to members on 14th November.
- 6) Two days of rigorous scrutiny by independent inspectors acting for the Law Society and hard work by the staff has resulted in the West Berkshire Council's legal experts being awarded with the legal profession's quality mark.
- 7) The Executive of the Council has approved the need to provide a subsidy for a town centre cinema in Newbury.
- 8) The Executive has also given approval to submit a two-stage application to the Heritage Lottery Fund for the Restoration of Shaw House and Gardens.

Quentin Webb
Joint Bucklebury Ward Member

HERMITAGE PARISH COUNCIL

PLANNING

Date of receipt	WBC Ref	Type	Address	Description	HPC comment	WBC Decision
2-May	03/01066	OUTMA	Cementation Site	Demolition of existing buildings and redevelopment for 165 residential dwellings, 4000 sqm of Class B1 (business) employment floorspace, public open space, internal service roads, car parking and alterations to the public highway and access.	No further comments - only concern now is to ensure the 'wish list' is achieved via the s106 agreement. Later comments added re concerns on proposed traffic calming scheme.	
06-Jun	03/01034	LBC	Wellhouse Barns	Alterations to facilitate change of use to 5 residential units (see 02/00993/FUL)	No objection	
14-Aug	Notice of Appeal		Cementation site	Appeal against non-determination		
29-Aug	03/01689	FULL	White Horse, Newbury Road	Internal alterations and refurbishments with 2 No single storey extensions	No objection but would prefer yew tree to be retained	
13-Sep	03/01838	OUT	Hilliers Garden Centre	Erection of 9No two storey dwelling houses with associated access (matters of siting and access to be considered; all other matters reserved)	No objection	
06-Oct	03/01944	HOUSE	Bryants Cottage, Yattendon Road	Extension to form bedroom and shower room.	Not returned to Clerk	RDDP - approval
28-Oct	03/01689 amended	FULL	White Horse, Newbury Road	Internal alterations and refurbishments with 2 No single storey extensions to include 24 No proposed parking spaces and creation of new access.		
	03/01479 amended	HOUSE	Rose Cottage, Hampstead Narreys Road	Two storey extension		
04-Nov	03/02190	HOUSE	Dove Wood, Chapel Lane	Conservatory	No objection	
04-Nov	03/02195	HOUSE	6 Lipscomb Close	Car Port	No objection	

04-Nov 03/02175	HOUSE	Norton, Long Lane	First floor rear extension and ground floor side extension.	No comment (adjacent Parish)
04-Nov 03/02192	FULL	Little Orchard, Doctors Lane	New dwelling with separate double garage (revised application) addition of family room	No objection
11-Nov 03/02293	HOUSE	Morinda, Hampstead Norreys Road	Extension over existing garage to form a new bedroom and en-suite bathroom, new glazed lantern and doors to existing television room, new ballustrading to existing north-west balcony and new entrance porch.	
14-Nov 03/02206	FULL	Spring Plantation, Eling	Redevelopment of existing O2 Telecom site to include 27m lattice tower, relocation of existing O2 equipment and addition of new T Mobile and "3" equipment on replacement tower	

* RDDP - Recommended for Determination Under Delegated Powers
16-Nov-03