

HERMITAGE PARISH COUNCIL

MINUTES of MEETING held Thursday 18 July 2002
in the Adelaide Rooms at 7.45pm.

54. **PRESENT:**

PARISH COUNCIL

Mr H Overeynder (Chairman)
Mr J Walters

Mr N Pearson
Mrs V Coombs

In Attendance: Mrs N Ager (Clerk) 2 members of the public.

55. **APOLOGIES & ACCEPTANCE OF ABSCENCE:** Mr A Hill, Mr J Renwick,
Mr K Gover and Mr R Crumly

The Chairman welcomed everybody to the meeting.

56. **DECLARATION OF INTERESTS:** None

57. **MINUTES OF THE PREVIOUS MEETING.**

The minutes of June 20 2002 were approved as a correct record of the meeting and were signed by the Chairman Mr Overeynder.

58. **CONTINUING MATTERS.**

58.1 Millennium Funds Allocation

The Chairman reported that alternative designs were being sought for the Millennium Memorial in order to reduce the cost. It was suggested that the issue of vandalism should be discussed when a design was chosen and the consideration of a litter bin. A structure of brick or stone was being considered, a quote was being sought from a local builder hopefully in time for the September meeting. It was agreed that the full Millennium Committee would approve any design and materials.

59. **COUNCILLORS REPORT.**

Nothing

60. **PUBLIC QUESTIONS.**

Concern was expressed regarding the Cementation Site Development. The Council reassured members of the public that a qualified planning consultant was preparing a report that would fully cover the villages requests in terms of planning obligation. This report has been prepared in full consultation with the working party who were appointed by the Parish Council to independantly represent five seperate areas of the village, the school, village hall andf the Parish Council.

Rookery Farm, Curridge – The clerk advised that this application is being dealt with by Chieveley Parish Council. It was agreed that no further action would be taken by Hermitage Parish Council at this point.

Mr Marr reported that £2328 of Jubilee photographs had been sold. A large picture would be retained for the village. Mr Marr advised that the grant of £250 given to assist with the deposit for the photograph would be returned to the clerk. The Parish Council expressed their huge thanks to Mr Marr for his tremendous efforts and extended their thanks to the village Hall committee for their input.

61. **PLANNING – SEE APPENDIX I.**

62. **FINANCES**

The accounts were accepted and signed by the chairman.



The accounts were accepted and signed by the chairman.

Cheques were signed for: -

010261 – N Ager	Salary & Expenses	£261.23
010262 – D Carter	Bus Shelter Cleaning	£ 25.00
010263 – Thames Water	Burial Ground	£ 4.85
010264 – Burton Electronics	S19 Grant (Hermitage Cubs)	£ 470.00
010265 – Hermitage Village Hall	S19 Grant (Jubilee Celeb)	£ 500.00
010264 – F C Lawrence	Hedgecutting	£ 50.00

63. **CORRESPONDENCE** See Appendix II attached

64. **NEW AUDIT ARRANGEMENTS AND APPOINTMENT OF INTERNAL AUDITOR**
The clerk reported that with the new lighter touch audit, an independent internal auditor would need to be appointed. The Chairman agreed to contact Mr Cox to enquire if he would be interested in the position.

65. **REPRESENTATIVES REPORTS**
In the absence of Mr Gover the Chairman tabled a letter sent to West Berkshire Council reference footpath 16 and the urgent requirement of a post a rail gate. It was also reported that Mr Gover was also in the process of completing the application form for a grant from the countryside agency for the village plan.

66. **ANY OTHER BUSINESS**
The Chairman reminded councillors of the Parish Walk scheduled for August 26, Shirley Turvey has again set the route and the Stride family have kindly agreed to organise the refreshments. The Parish Council would reimburse their expenses.
A letter had appeared in the Newbury Weekly News regarding excessive noise at the Village Hall during a thank you celebration to Mr & Mrs Brown for their efforts in raising £61,000 for epilepsy. It was noted that during this celebration there had been no music and the event had finished at 10.30pm. The Parish Council was very saddened and disappointed by the attitude of the letter writer as Mr & Mrs Brown had worked extremely hard to raise these funds over many years for charity and the event should not have been subject to this kind of comment.

^{67.}
53. **DATES OF FUTURE MEETINGS:**

August - No meeting
The Adelaide Rooms – Thursday September 18, 2002 7.45pm.
The Adelaide Rooms – Thursday October 24, 2002 7.45pm.

There being no other business the meeting was declared closed at 9.05pm.

Signed  (Chairman)

Date 19-9-02

**APPENDIX I.
PLANNING APPLICATIONS**

To July 19 2002

Planning No.	Type	Location	Description	Observation
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Plans Circulated Standing Committee

02/01194 02/01312 02/01389 02/01448	FUL RENEW HOUSE OUTMAJ	Land adjoining Long Lane Hermitage Village Hall 8 Kiln Close, Hermitage The Former Cementation Site	Road improvements (S106 pln obl) Renewal of application 150634 Extensions and demolish Garage Redevelopment -residential/comm	No Objection No Objection Comments Under discussion
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Decisions

02/00959 02/00133 02/00326 02/00705	HOUSE FUL FUL HOUSE	The Original/Le Cateau Spring Plantation Eling Rooks Copse, Eling Stirling House, Deacons Lane	Two storey rear extension to both Three antenna & cabinet Telecom Mast Two story side extension	Approval Refusal C'ttee Approval
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Appeal/ Appeal Decisions

01/023444	FUL	Le Cateau, Chapel Lane	Detached dwelling & Garage	08/07/02
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Recommendations for Determination Under Delegated Powers

02/00989 02/01046 02/01159 02/01160 02/01170	HOUSE FUL HOUSE FUL HOUSE	Little Orchard, Doctors Lane Le Cateau, H'sted N'reys Road Haycroft, High Street Oakdean, H'stead N'reys Road Westlands, Hstead N'reys Road	Two new dwellings Deatched dwelling with garage single storey side extension Demolish bungalow, new dwelling Extension to existiging house	Refusal Approval Approval Approval Approval
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APPENDIX II

CORRESPONDENCE RECEIVED / ACTIONED To July 18 2002

RECEIVED		REGARDING	ACTION
	FROM		
1	Alan G Wright	Memorial for the late Richard Little	Clerk to action
2	The Consortium	re: Account details	Clerk to action
3	WBDC	re: Summer Playschemes	Circulate
4	Plan. Inspectorate	Re: Appeal: Oakwood Slantinf Hill	Clerk to action
5	WBDC	Year Book	Filed
6	Burton Electrics	Re: Hermitage Scout Grant	Clerk to action
7	WBDC	Re: Comprehensive Performance Assesment	Circulate
8	SLCC	Clerks Induction Course	Clerk to action
9	BALC	Planning Conference	Discuss at meeting
10	WBDC	Pdevelopment control training day	Discuss at meeting
11	SLCC	Branch AGM	Clerk to action
12	WBDC	Public Entertainment License	Discuss at meeting
13	Thames Water	Invoice for water services	Clerk to action
14	WRVS	Grant Application	Discuss at meeting
15	WBDC	Re: Code of Conduct	Clerk to action
16	CCB	Training Diary	Circulate
17	NALC	Local Council Review	Circulate
18	The Standards Brd	Acknowledgemet of Code of Conduct Adoption	Filed
19	Mr Bateman	re: Cornhay House	Clerk to action
20	WBDC	Acknowledgemet of Code of Conduct Adoption	Filed
21	Pang Valley	Upstream Magazine	Circulate
22	The Samaratins	Annual Review	Circulate
23	Bank of Scotlan	Statement	Clerk to action
24	Hacker Young	re: Audit Arrangements	Discuss at meeting
25	CC Direct	Clerks & Councils Direct	Circulate
26	Readi Bus	Annual report & Accounts	Circulate
27	WBDC	Milestone Statement	Circulate
28	WBDC	Review of Number of Parish Councillors	Circulate
29	Hermitage Playgroup	Grant Informatioin and order	Discuss at meeting
30	Comm Racial Eq.	The duty to prmote race	Circulate
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SENT		REGARDING	RESPONSE
	TO		
1	Important	Due to computer failure this information has been lost	
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Hermitage Parish Council

Statement of Accounts to 18 July 2002

ACTUAL

Income 01/04/02 to 18/07/02	
Carried Forward 2001/02*	£14,791.14
Precept 2002/3	£7,250.00
Burial Fees etc	£170.00
VAT	£0.00
Sundry/Interest	£15.61
Totals	£22,226.75

Expenditure 01/04/02 to 18/07/02	
General Admin	£3,631.81
Open Spaces/amenities	£160.50
Village Hall/Misc.	£0.00
Highways	£0.00
Grants (Section 137)	£1,130.00
Grants (Section 19)	£500.00
Burial Ground	£8.70
VAT	£80.59
Deposit from Mill Fund	£250.00
Totals	£5,761.60

Balance 18/07/02	£16,465.15
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PROJECTED

Income up to 31/03/03	
Burial	£50.00
Interest	£60.00
VAT	£80.59
Precept.	£7,250.00
Other	£0.00
VAT Previous Years	£1,227.31
VAT Previous Years	£1,196.51
Projected Totals	£9,864.41

Expenditure up to 31/03/03	
Administration	£5,144.19
Burial Grounds	£326.30
Playground Fund	£4,772.00
Millennium Fund	£2,910.58
Grants Allocated (Section 137)	£1,970.00
Grants Allocated (Section 19)	£0.00
Audit Costs Outstanding	£959.75
Skate Park	£500.00
Amenity Expenditure	£5,229.50
Village Plan/Planning report	£1,460.70
Playground Maintenance	£550.00
Golden Jubilee Grant	£0.00
Projected Totals	£23,823.02

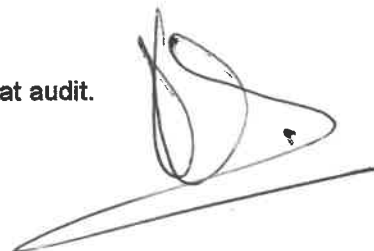
Projected Year End Income	£32,091.16
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Projected Year End Expenditure	£29,584.62
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Projected Year End Balance*	£2,506.54
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Nicky Ager
 Clerk/Responsible Finance Officer 18-Jul-02

Please note: Items marked with * require confirmation of accuracy at audit.



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 September 19 2002 at 7:45 p.m.

AGENDA

- 1 Apologies and Acceptance of Absence.
- 2 Declaration of Interests.
- 3 Minutes of the Meetings 18 July 2002.
- 4 Continuing Matters.
 - 4.1 Millennium Funds Allocation.
 - 4.2 Planning Obligation Report
- 5 District Councillors Report.
- 6 Questions from the Public.
- 7 Planning.
- 8 Finance.
 - 8.1 Cheque Signing.
- 8 Correspondence.
- 9 Security at Dines Way.
- 10 Approval of Accounts and Appointment of Internal Auditor.
- 11 Representatives Report.
- 12 Any Other Business (Information Only).
- 13 Dates of Future Meetings.

Items for inclusion in Item 6 not published on this Agenda must be notified in writing to the Clerk by September 17 2002.

Nicky Ager.
Clerk.

HERMITAGE PARISH COUNCIL

MINUTES of MEETING held Thursday 19 September 2002
in the Adelaide Rooms at 7.45pm.

68. PRESENT

PARISH COUNCIL

Mr H Overeynder (Chairman)	Mr N Pearson
Mr J Walters	Mrs V Coombs
Mr J Renwick	Mr A Hill

In Attendance: Mrs N Ager (Clerk), Mr R Crumly and 2 members of the public.

69. APOLOGIES & ACCEPTANCE OF ABSCENCE: Mr K Gover

The Chairman welcomed everybody to the meeting.

70. DECLARATION OF INTERESTS: None

71. MINUTES OF THE PREVIOUS MEETING.

The minutes of July 18 2002 were approved as a correct record of the meeting and were signed by the Chairman Mr Overeynder.

72. CONTINUING MATTERS.

72.1 Millennium Funds Allocation

The Chairman reported that a meeting had been held with other members of the Millennium Committee regarding the memorial. Mr Charles Gilchrist had agreed to design and prepare drawings for a memorial. (A copy of the drawing was shown to councillors). Costing should be supplied within the next couple of weeks. It was proposed to site the memorial on the grass area away from any dwellings at the corner of Lipscomb Close and Marlston Road. The clerk advised that provided the size was within the statutory limit this could be constructed without planning permission under permitted development rights. It was agreed to make this an agenda item for the next meeting.

72.2 Planning Obligation Report

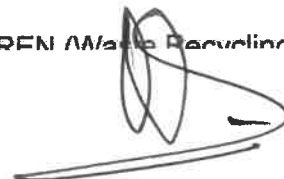
The clerk reported that Mr Wood was away until the middle of October, it was hoped that upon his return the planning obligation report would be completed and submitted to West Berkshire Council.

73. COUNCILLORS REPORT.

Mr Crumly tabled a letter from West Berkshire Council regarding the felled trees on Mr Bakers land. The chairman advised that he was still unhappy with the site. Mr Hill advised that he was under the impression that Mr Bravington was to clear the site shortly. It was agreed to make this an agenda item for the next meeting. Mr Crumly advised that he had discussed the issue of more prominent speed signage for the village gateways and a new footway along the Yattendon Road with West Berkshire highways department. These would be included in their list of works. These works were unlikely to be considered until the next financial year. Le Cateau has now been approved for a smaller dwelling on the site. A site meeting of the Downland planning Sub-committee took place at Little Orchard, this application is likely to be determined at the Downland planning meeting on October 2nd. Mr Crumly reported that he was aware that discussions were taking place to change the access road to the Arena Seating site development. It was agreed to keep a close eye on this issue. Mr Crumly agreed to contact the clerk if there was any further development on this matter.

74. PUBLIC QUESTIONS.

Mrs Willis advised the council that funds were available from WREN (Waste Recycling



Mrs Willis suggested that an application be made to refurbish the dilapidated playarea at Pinewood Playground. A copy of the leaflet was given to the clerk to apply for an application pack. Mr Hill agreed meanwhile to look at previous quotes and update them where necessary. It was agreed to make this and Agenda item for the next meeting. Mr Marr advised that he was disappointed that when the High Street was closed for a week only patching work had been carried out instead of the stated resurfacing. Stones had been left on footways and the road. The clerk agreed to contact West Berkshire Council.

75. PLANNING – SEE APPENDIX I.

76. FINANCES

The accounts were accepted and signed by the chairman.

Cheques were signed for: -

010267 – N Ager	Salary & Expenses	£519.66
010268 – D Carter	Bus Shelter Cleaning	£ 50.00
010269 – WBDC	Summer Playscheme	£ 570.00
010270 – Consortium	S137 Grant (Hermitage Cubs)	£ 397.98
010271 – Sovereign Housing	Bus Shelter Rent	£ 5.00
010272 – Hermitage Village Hall	AGM Hall Rental	£ 27.90
010273 – British Telecom	Telephone Charges	£ 34.69
010274 – H Overeynder	Parish Walk refreshments	£ 12.72
010275 – Galt Education	S137 Grant (Playgroup)	£1436.68

77. CORRESPONDENCE See Appendix II attached

The Clerk advised that she felt it was important that Hermitage Parish Council should consider nominating a representative to attend the Downland Area Forums. Councillors to let the clerk know if they are interested in taking on this role.

78. SECURITY AT DINES WAY

The chairman advised that Mr Young of Dines Way was concerned about vandalism and car theft in the car park by the private garaging in Dines Way. It was noted that this area is private and the responsibility of the residents. The clerk had been in contact with the SEB to obtain a quote for electricity supply for security lighting. It was agreed that this should be proceeded by the residents and not the Parish Council. Mrs Coombs suggested that the council considers other vulnerable places throughout the village.

79. APPROVAL OF ACCOUNTS AND APPOINTMENT OF INTERNAL AUDITOR

The clerk advised that James & Cowper had still not completed the 2000/01 audit. It was agreed that a formal complaint be lodged. This has resulted in the clerk being unable to complete the 2001/02 accounts. It was unanimously agreed that Mr David Cox be appointed the Internal Auditor.

80. REPRESENTAIVES REPORTS

Open Spaces

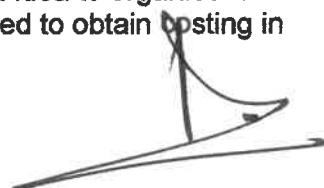
Mr Walters advised that he was concerned as Dines Way and Lipscomb Close did not appear top have been cut recently. It was agreed to keep a watch on these areas.

Pinewood Playground

Mr Hill advised that thought it might be a good idea to put up a goal post at the Pinewood playground. The clerk agreed to obtain a costing for this.

Burial Ground

Mr Renwick reported that he might be moving away from the area, if this were the case he would have to tender his resignation. He advised that it was a good idea to organise a contractor to collect the rubbish from the Burial Ground. Clerk agreed to obtain costing in time for the next meeting



Parish Walk

The chairman reported that Parish Walk had gone well. Thanks went to Mrs Turvey who had organised an imaginative route and the Stride family for an excellent tea. This will now become an annual event on the August Bank Holiday Monday.

81. ANY OTHER BUSINESS

It was reported that two letter boxes had been stolen with their contents from opposite Chapel Lane and Charlotte Close. It was agreed to take this matter up with the Post Office.

82. DATES OF FUTURE MEETINGS:

The Adelaide Rooms – Thursday October 24, 2002 7.45pm

The Adelaide Rooms – Thursday November 28, 2002 7.45pm

There being no other business the meeting was declared closed at 9.20pm.

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

Date..... 24-10-02

**APPENDIX I.
PLANNING APPLICATIONS**

Up to September 19 2002

Planning No.	Type	Location	Description	Observation
Plans Circulated				
02/01575	HOUSE	Hillcrest, H'sted N'rys Road	Demolish existng ext replace-2 storey e	No Objections
02/01389	HOUSE	8 Kiln Close Hermitage	Amendments	No Objections
02/01779	HOUSE	Zarraman, Deacons Lane	replacement of Garage	No Objections

Plans For Discussion at Meeting

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Recommendations for Determination Under Delegated Powers

02/01312	RENEW	Hermitage Village Hall	Renewal of application 150634	Approval
02/01389	HOUSE	8 Kiln Close Hermitage	Demolish garage - various extensions	Approval
02/01575	HOUSE	Hillcrest H'stead N'reys Road	Demolish existing ext - 2 storey Ext	Approval

Decisions/Appeal Decisions

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APPENDIX II.
CORRESPONDENCE RECEIVED / ACTIONED
Up to September 19 2002

RECEIVED FROM	REGARDING	ACTION
1 Bank of Scotland	Statement	Clerk to action
2 BALC	Re: Employment/Self employment	Clerk to action
3 BALC	The Berkshire Communicator	Circulate
4 Sovereign	Playground Equipment	Given to A Hill
5 Wickstead	Playground Equipment	Given to A Hill
6 A Wright	Re: Memorial - The late Mr Little	Clerk to action
7 Berks County Blind	Acknowledgement of Grant	Filed
8 Hermitage V Hall	Invoice for Parish Assembly	Clerk to action
9 WBDC	Re: Road Closed	Filed
10 WBDC	Re: Spring Plantation Planning Appeal	Clerk to action
11 WBDC	Chairman of Council	Circulate
12 Mencap	Acknowledgement of Grant	Filed
13 WBDC	Local Road Safety Scheme	Circulate
14 Hermitage School	Acknowledgement of Grant	Filed
15 WBDC	Junior Citizen of the year	Circulate
16 GOSE	Thames Valley Multi Modal Study	Circulate
17 WBDC	Downland Area Forum	Discuss at meeting
18 T V Police	Annual Policing pLan	Circulate
19 Rural Housing Trust	Annual General Meeting	Circulate
20 Cancer Research	Stride for Life leaflets	Circulate
21 NALC	Local Council review	Circulate
22 DEFRA	Notification of Rural Services - Rural services Stan	Clerk to action
23 Hackett & Young	Re: Annual Audit	Clerk to action
24 ASHTAV	Planning Conference	Discuss at meeting
25 RBS Auditing	Re: Annual Audit	Circulate
26 Dglasdon	Re: Litter Bins	Filed
27 WBDC	Re: Performance Assesmentq	Circulate
28 WBDC	Milestone report	Circulate
29 CCD	Clerks & Councils Direct	Circulate
30 WBDC	Downland Area Forum	Discuss at meeting
31 Sovereign housing	Invoice land	Clerk to action
32 Comm fo Racial Eq	Performance Guidelines	Filed
33 The Consortium	Invoice - Re cubs Grant	Clerk to action
34 WBDC	Re: Chieveley Village Design Statement	Circulate
35 WBDC	Re: Site Visist Little Orchard	Clerk to action
36 J Coombs	Re: Parochial Fees	Filed
37 DEFRA	Rural Services Standard	Circulate
38 T V Police	Crimestoppers	Circulate
39 WBDC	Re: Road Closed	Clerk to action
40 Zurich	CIC News	Circulate
41 A Wright	Re: Assinder Memrial	Clerk to action
42 WBDC	monitoring Officer	Clerk to action
43 T V Police	Race Equality Scheme	Circulate
44 WBDC	Deveopment Training Day	Filed
45 C'side Agcy	Rural Services Standard	Circulate
46 WBDC	Invoice Summer Playscheme	Clerk to action
47 WBDC	Re: Landowners Public Footpaths	Circulate
48 Hacker & Young	Re: Annual Audit	Clerk to action
49 GALT Education	Re: Playgroup Grant	Clerk to action
50 Bank of Scotland	Pre-Paid envelpoes	Filed
51 Playsafe	Marketing Information	Given to A Hill
52		
53		
54		

SENT	REGARDING	RESPONSE
1 Various	Minutes & Agenda	
2 WBDC	Cementation Site	
3 Alan Wrights	Memorials	
4 C Wood	Planning Obligation - Cementation Site	
5 Mrs Maughan	Re: Dog Fouling	
6 WBDC	re: Dog Fouling	
7 Mr & Mrs Jerrard	Re: CCTV Cameras for shop	
9 GALT Education	Re: Playgroup Grant	
10 The Consortium	Re: Hermitage Cubs Grant	
11 Hacker Young	Re: Annual Audit	
12 James & Cowper	Re: Annual Audit	
13 C'side Agcy	Re: Rural Services Standard	
14 DEFRA	Re: Rural Services Standard	
15 Burton Electrics	Re: Payment Invoice	
16		

Hermitage Parish Council

Statement of Accounts to 19 September 2002

ACTUAL

Income 01/04/02 to 19/09/02	
Carried Forward 2001/02*	£14,659.92
Precept 2002/3	£7,250.00
Burial Fees etc	£170.00
VAT	£0.00
Sundry/Interest	£15.61
Totals	£22,095.53

Expenditure 01/04/02 to 19/09/02	
General Admin	£3,631.81
Open Spaces/amenities	£160.50
Village Hall/Misc.	£0.00
Highways	£0.00
Grants (Section 137)	£1,130.00
Grants (Section 19)	£500.00
Burial Ground	£8.70
VAT	£80.59
Deposit from Mill Fund	£250.00
Totals	£5,761.60

Balance 19/09/02	£16,333.93
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PROJECTED

Income up to 31/03/03	
Burial	£50.00
Interest	£30.00
VAT	£80.59
Precept.	£7,250.00
Other	£0.00
VAT Previous Years	£1,227.31
VAT Previous Years	£1,196.51
Projected Totals	£9,834.41

Expenditure up to 31/03/03	
Administration	£5,088.52
Burial Grounds	£326.30
Playground Fund	£4,772.00
Millennium Fund	£2,910.58
Grants Allocated (Section 137)	£1,970.00
Grants Allocated (Section 19)	£0.00
Audit Costs Outstanding	£959.75
Skate Park	£500.00
Amenity Expenditure	£5,124.50
Village Plan/Planning report	£1,460.70
Playground Maintenance	£550.00
Golden Jubilee Grant	£0.00
Projected Totals	£23,662.35

Projected Year End Income	£31,929.94
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Projected Year End Expenditure	£29,423.95
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Projected Year End Balance*	£2,505.99
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Nicky Ager
Clerk/Responsible Finance Officer 19-Sep-02

Please note: Items marked with * require confirmation of accuracy at audit.

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 October 24 2002 at 7:45 p.m.

AGENDA

- 1 Apologies and Acceptance of Absence.
- 2 Declaration of Interests.
- 3 Minutes of the Meetings 19 September 2002.
- 4 Continuing Matters.
 - 4.1 Millennium Memorial.
 - 4.2 Planning Obligation Report
 - 4.3 Tree Felling
 - 4.4 Pinewood Playground
 - 4.5 Burial Ground Refuse Collection
- 5 District Councillors Report.
- 6 Questions from the Public.
- 7 Planning.
- 8 Finance.
 - 8.1 Cheque Signing.
- 8 Correspondence.
- 10 Approval of Accounts 2000/01 & 2001/02.
- 11 Representatives Report.
- 12 Any Other Business (Information Only).
- 13 Dates of Future Meetings.

Items for inclusion in Item 6 not published on this Agenda must be notified in writing to the Clerk by October 23 2002.

Nicky Ager.
Clerk.

HERMITAGE PARISH COUNCIL

MINUTES of MEETING held Thursday 24 October 2002
in the Adelaide Rooms at 7.45pm.

83. PRESENT

PARISH COUNCIL

Mr H Overeynder (Chairman)
Mr N Pearson
Mrs V Coombs
Mr A Hill

Mr K Gover (Vice Chairman)
Mr J Walters
Mr J Renwick

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

84. **APOLOGIES & ACCEPTANCE OF ABSCENCE:** None
The Chairman welcomed everybody to the meeting.

85. **DECLARATION OF INTERESTS:** None

86. **MINUTES OF THE PREVIOUS MEETING.**
The minutes of September 19 2002 were approved as a correct record of the meeting and were signed by the Chairman Mr Overeynder.

87. CONTINUING MATTERS.

87.1 Millennium Funds Allocation

The Clerk reported that West Berkshire Council had verbally agreed that the Parish Council could proceed under permitted development rights with the erection of the proposed Millennium Memorial. The Clerk notified that an official letter from West Berkshire Council must be received before any work proceeds. The Chairman advised that he had still not received any costing but would hopefully have them in time for the next meeting.

87.2 Planning Obligation Report

The Clerk had presented the standing committee with copies of the final planning report for consideration. It was agreed that additional copies would be emailed to Mrs Coombs, Mr Hill and Mr Crumly. Comments to be returned to the Clerk by Tuesday 29th September.

87.3 Tree Felling

Mr Hill advised that work was still progressing with the clearance of the felled trees on Mr Bakers land. It was agreed that this should be monitored.

87.4 Pinewood Playground

The Clerk presented quotations for a goal post for Pinewood playground. It was agreed that the refurbishment of the playground would be pursued and a grant application is made to WREN for funding the project. Mr Hill agreed to obtain designs and costings for the refurbishment to include the goal post before proceeding with the application.

87.5 Burial Ground Refuse Collection

The clerk advised that Biffa had quoted a weekly charge of £4.20 for a normal household wheely bin and its refuse collection, they would however not collect the bin from inside the burial ground. It was agreed that this would need further investigation. The clerk agreed to make this an agenda item for the next meeting. Meanwhile Mr Overeynder and Mr Renwick agreed to meet on site.

88. COUNCILLORS REPORT.

Mr Crumly reported that there had been no further progress with the suggested new access road to the Arena seating site development, an application could be submitted at any time. It was likely that the Cementation Site application may go to committee in November, a



decision however, was still some way off. Mr Crumly advised that West Berkshire Council had informed him that resurfacing of the footway along the High Street would be considered in the next financial year.

89. PUBLIC QUESTIONS.

Mr & Mrs Brown enquired as to the Parish Councils view on the suggested new road to the Arena Seating Development and the Hilliers Garden Centre Site application. The Chairman advised that the Parish Council would not comment until they had received full sets of plans for both applications, at which time a view would be formed.

90. PLANNING – SEE APPENDIX I.

91. FINANCES

The accounts were accepted and signed by the chairman.

Cheques were signed for: -

010276 – N Ager	Salary & Expenses	£310.83
010277 – D Carter	Bus Shelter Cleaning	£ 25.00
010278 – C Wood	Planning Obligation Report	£ 200.00
010279 – Thames Water	Burial Ground	£ 3.94
010280 – James & Cowper	Audit Fees	£ 646.25
010281 – Hermitage Cubs	S137 Grant	£ 161.30
010282 – Hermitage Youth Club	S137 Grant	£ 500.00

92. CORRESPONDENCE See Appendix II attached

92.1 Hermitage Youth Club

The Clerk advised that Debi Gough had sent her apologies but wanted the Parish Council to be aware that the Youth Club had been experiencing difficulties with its Insurance, in particular with the young people skate boarding. This had resulted in a substantial drop in numbers as the skate boarding activity could no longer be carried out unless full protective clothing is worn, which the children did not want to do. As a result the group were struggling financially. It was unanimously agreed that to support Hermitage Youth Club a cheque for their grant would be raised immediately. It was suggested that the skate board money could also be used for the benefit of the Youth Club if this were needed in the future.

92.2 Downland Area Forum

The clerk advised that she felt it important that Hermitage Parish Council be represented at these Forums. Mr Overeynder advised that he had attended the last meeting. It was agreed that a councillor representing Hermitage Parish Council would endeavour to attend each meeting.

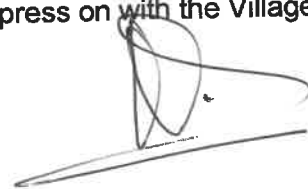
93. APPROVAL OF ACCOUNTS

The Clerk advised that her friend, Mr Weeks (a qualified accountant), had spent three evenings looking at the accounts and had finally balanced them correctly. The amended accounts for 2000/01 and accounts 2001/02 were both unanimously accepted and approved by the Parish Council.

94. REPRESENTAIVES REPORTS

Village Plan

Mr Gover reported that, sadly, the Countryside Agency had advised him that the grant application for the Hermitage Village Plan had not been successful. Mr Gover would now try alternative sources of funding. If funding was not forthcoming, Mr Gover suggested that a budget copy of the Village Plan is produced, rather than spending taxpayers money on a glossy brochure. It was unanimously agreed that Mr Gover should press on with the Village Plan and was thanked for his tremendous efforts.



Burial Ground

Mr Renwick advised that with his impending move it would be necessary to find another representative for the burial ground. It was agreed to address this at the next meeting.

Village Hall

Mr Giles reported that the Village Hall Committee had agreed that they would be increasing the cost of hall hire from 1st January 2003. The rate would be increase by between 15p – 30p per hour. The roof of the cottage is in need of some attention, a quote has been received for £1750, and apart from this the cottage is looking very presentable.

A cocktail evening is to be held on Saturday 23rd November, tickets will be on sale from members of the committee at £15.00 each.

95. ANY OTHER BUSINESS

The chairman was pleased to report that the stolen letterboxes have now been reinstated.

96. DATES OF FUTURE MEETINGS:

The Adelaide Rooms – Thursday November 28, 2002 7.45pm

The Adelaide Rooms – Thursday January 23, 2003 7.45pm

There being no other business the meeting was declared closed at 9.30pm.

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

Date..... 28 NOVEMBER

APPENDIX I.
PLANNING APPLICATIONS

Up to October 24 2002

Planning No.	Type	Location	Description	Observation
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Plans Circulated

02/01954	HOUSE	Oak Tops Slanting Hill	Demolish outbuildings - extensions	No Objection
02/02069	FUL	Milsoms Cottage, Wellhouse	Construction of replacement dwelling	No Objection
02/02181	HOUSE	The Drove House, Cold Ash (Adjacent Parish)	Extension to garage	No Comment

Plans For Discussion at Meeting

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Recommendations for Determination Under Delegated Powers

02/00989	HOUSE	Land Adjacent to Little Orchard	Two detached dwellings	Approval
02/01779	HOUSE	Zarraman Deacon Lane	Replacement Garage	Approval
02/01945	HOUSE	Oak Tops, Slanting Hill	Alterations & Extensions	Approval

Decisions/Appeal Decisions

02/01389	HOUSE	8 Kiln Close	Various extensions	Approval
02/00326	FUL	Rooks Copse, Eling	Telecommunications Mast	Approval
02/00478	HOUSE	Cornhay House	Extension	Approval
02/00898	FUL	Land Adjacent to Little Orchard	Two new dwellings	Committee
02/01046	FUL	Le Cateau, Hsted Nreys Rd	Detached dwelling with garage	Approval
02/01159	HOUSE	Haycroft High Street	Single Storey Ext	Approval
02/01160	FUL	Oakdean Hsted Nrey Rd	New chalet style house	Approval
02/01170	HOUSE	Westlands Hstead Nreys Rd	Extension	Approval
02/01312	RENEW	Hermitage Village Hall	Renewal of application 150634	Approval

APPENDIX II.
CORRESPONDENCE RECEIVED / ACTIONED
Up to October 24 2002

RECEIVED FROM	REGARDING	ACTION
WBDC	Remembrance Day Parade - Safety Issues	Clerk to action
Highways Agcy	Draft retrunking Order A339	Circulate
Bank of Scotland	Telephoning Banking	Discuss at meeting
Bank of Scotland	Statements	Filed
WBDC	Re: Mr Bakers Land and tree felling	Filed
SEB	New electricity supply - Dines Way	Clerk to action
WBDC	Planning General permitted development	Filed
WBDC	Re: Village Hall Bookings	Given to V Hall Cttee
WBDC	Periodic Electoral Review/ Council elections	Clerk to action
Thames Water	Invoice - burial ground	Clerk to action
WBDC	Downland Area Forum	Filed
Hermitage Playgroup	Blancing Cheque for Grant	Clerk to action
Hermitage Village H	Return of cheque for Village Photograph	Clerk to action
NDCC	Newbury & District Cancer Care Trust	Filed
Girobank	Copy of cheque - missing funds	Clerk to action
Alliance & Leicister	Changes in Charges	Filed
WBDC	Cold Ash & Ashmore Green VDS	Circulate
Pang Valley	Upstream Newsletter	Circulate
WBDC	Resurfacing - High Street Hermitage	Circulate
WBDC	Debate about young people and substance abuse	Circulate
WBDC	Monument Management Programme - Grimsby Cas	Discuss at meeting
The Consortium	Statement of account	Clerk to action
BWF Humphries	Additional inscription (Seward)	Clerk to action
WBDC	TPO - Land at high Trees, Curridge Road	Filed
PWLB	Re: Public Works Loan	Clerk to action
WBDC	Re: Public Entertainment License	Clerk to action
GALT	Sales Invoice	Clerk to action
WBDC	District Audit Report on Probity in Planning	Clerk to action
WBDC	Annual District /Parish Conference	Discuss at meeting
1st Herm Scouts	Re: Hermitage Grant	Clerk to action
NALC	Clerks wage increase	circulate
BALC	The Communicator	Circulate
CCB	CLIVE	Clerk to action
James & Cowper	Hermitage Parish Audit Invoice	Clerk to action
JSPU	Sustainability Appraisal	Circulate
WBDC	Affordable Housing Scrutiny Session	Discuss at meeting
WBDC	Changes to Downland Area Forum Venues	Clerk to action
WBDC	Winter Service	Circulate
WBDC	Downland Area Forum Questionnaire	Discuss at meeting
Hacker Young	Re: Hermitage Audit	Clerk to action
WREN	Application Pack	Clerk to action

SENT	REGARDING	RESPONSE
GALT Education	Re: playgroup Order	
Mrs Chandler	Re: Village Hall Invoice	
WBDC	Re: Summer Playscheme	
WBDC	Re: Millennium Memorial	
Hacker Young	Re: Audit	
Geoffrey Church	Re: Burial Ground Fees	
BF Humphries	Re: Burial Ground Fees	
D Gough	Re: Hermitage Youth Club	
WBDC	Re: Highways Matters	
Biffa	Re: Burial Ground Refuse Collection	
Consortium	Re: Goal Post Prices	
GLS	Re: Goal Post Prices	
WREN	Re: Grant application Pack	

Hermitage Parish Council

Statement of Accounts to 24 October 2002

ACTUAL

Income 01/04/02 to 24/10/02	
Carried Forward 2001/02	£15,115.25
Precept 2002/3	£7,250.00
Burial Fees etc	£240.00
VAT	£0.00
Sundry/Interest	£273.68
Totals	£22,878.93

Expenditure 01/04/02 to 24/10/02	
General Admin	£6,384.19
Open Spaces/amenities	£290.50
Village Hall/Misc.	£0.00
Highways	£0.00
Grants (Section 137)	£3,066.68
Grants (Section 19)	£1,570.00
Burial Ground	£12.64
VAT	£236.12
Totals	£11,560.13

Balance 24/10/02	£11,318.80
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PROJECTED

Income up to 31/03/03	
Burial	£50.00
Interest	£30.00
VAT	£236.12
Precept.	£7,250.00
Other	£0.00
VAT Previous Years	£1,227.31
VAT Previous Years	£1,196.51
Projected Totals	£9,989.94

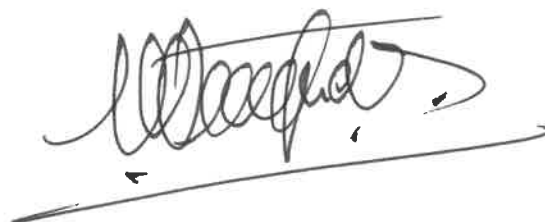
Expenditure up to 31/03/03	
Administration	£3,131.11
Burial Grounds	£326.30
Playground Fund	£4,772.00
Millennium Fund	£2,960.58
Grants Allocated (Section 137)	£0.00
Grants Allocated (Section 19)	£1,250.00
Audit Costs Outstanding	£959.75
Skate Park	£500.00
Amenity Expenditure	£5,099.50
Village Plan/Planning report	£1,260.70
Playground Maintenance	£550.00
Golden Jubilee Grant	£0.00
Projected Totals	£20,809.94

Projected Year End Income	£32,868.87
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Projected Year End Expenditure	£32,370.07
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Projected Year End Balance	£498.80
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Nicky Ager
Clerk/Responsible Finance Officer 24-Oct-02



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 November 28 2002 at 7:45 p.m.

AGENDA

- 1 Apologies and Acceptance of Absence.
- 2 Declaration of Interests.
- 3 Minutes of the Meetings 24 October 2002.
- 4 Continuing Matters.
 - 4.1 Millennium Memorial.
 - 4.2 Planning Obligation Report.
 - 4.3 Tree Felling – Update.
 - 4.4 Pinewood Playground.
 - 4.5 Burial Ground.
- 5 District Councillors Report.
- 6 Questions from the Public.
- 7 Planning.
- 8 Finance.
 - 8.1 Cheque Signing.
- 9 Correspondence.
- 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 November 27 2002.

Nicky Ager.
Clerk.

HERMITAGE PARISH COUNCIL

MINUTES of MEETING held Thursday 28 November 2002
in the Adelaide Rooms at 7.45pm.

97. 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) and 2 members of the public.

98. **APOLOGIES & ACCEPTANCE OF ABSCENCE:** Mr J Walters & Mr R Crumly (Dist Cllr)
The Chairman welcomed everybody to the meeting.

99. **DECLARATION OF INTERESTS:** None

100. MINUTES OF THE PREVIOUS MEETING.

The minutes of October 24 2002 were approved with minor amendment as a correct record of the meeting and were signed by the Chairman Mr Overeynder.

101. CONTINUING MATTERS.

101.1 Millennium Funds Allocation

The Clerk reported that West Berkshire Council had now written and confirmed that the Parish Council could proceed under permitted development rights with the erection of the proposed Millennium Memorial by the Electricity Sub Station on the open space adjacent to Lipscomb Close. The Chairman advised that a quote had been received from Falkland Builders of £2620 to build the memorial. The remaining funds are to be used to for the engraved plaque. It was agreed that a time capsule would be incorporated into the monument. Clerk would contact Debi Gough to find somebody to co-ordinate this. The clerk advised that it would be advisable to obtain two quotes. The quote from Falkland Builders was unanimously accepted.

101.2 Planning Obligation Report

The Clerk advised that the report had not yet been completed, as there was an outstanding matter on ownership and maintenance of the proposed new open space at the Cementation Site. Mr Marr expressed his concern on the proposed move of the village hall. It was explained that thorough consultation had already taken place. It was agreed that The Chairman, Mr Gover and Mr Pearson would attend a meeting at West Berkshire Council to discuss the issue of ownership and maintenance of the village. The clerk agreed to contact Mr Lawler to ask if he would represent the village hall at this meeting.

101.3 Tree Felling

Mr Hill declared an interest on this item as he was assisting with the clearance work. The council were advised that the tree felling was progressing well. Mrs Coombs suggested that the Council should write to the land owner, Mr Baker, to thank him for his efforts in clearing the site and that it looked a great deal better. It was agreed that the clerk would write.

101.4 Pinewood Playground

Mr Hill presented some quotes but was waiting for further information. Quotes given to Clerk.

101.5 Burial Ground Refuse Collection

The Chairman and Mr Renwick had attended the burial ground to look at the issue of refuse collection. They advised that it was not feasible to get the wheely bin to the front of the ground for collection and that the best solution was to cut away a section into the banked wall to make an inlet to store the bin. It was agreed that Mr Vokins would be contacted for a



quotation. The clerk asked if the council had carried out a topple test at the burial ground in the past. She advised that this was a test that should be carried out regularly as some grave stones could become unstable and could be a safety issue. As this had not previously been carried out it was agreed that the clerk would obtain some quotes for to carry out the tests.

102. COUNCILLORS REPORT.

Mr Crumly had previously given his apologies.

103. PUBLIC QUESTIONS.

The council were asked who would be designing the new hall and preparing the costing. This was still a reserved matter but would be discussed at the appropriate time with the developer of the Cementation Site. At this stage the provision of a new village hall and associated facilities would be a condition of a legal agreement. Detailed matters to be agreed at a later date.

104. PLANNING – SEE APPENDIX I.

The Clerk advised that the Hilliers Garden Centre application for redevelopment to residential dwellings and some Office facilities was likely to be refused. To date more than 7500 letters had been received objecting to the application. It was unanimously agreed that this was a real success of community standing up united and saying its piece.

105. FINANCES

The accounts were accepted and signed by the chairman.

Cheques were signed for: -

010283 – N Ager	Salary & Expenses	£323.63
010284 – D Carter	Bus Shelter Cleaning	£ 25.00
010285 – British Telecom	Telephone charges	£ 50.21

106. CORRESPONDENCE See Appendix II attached

106.1 Hermitage PCC

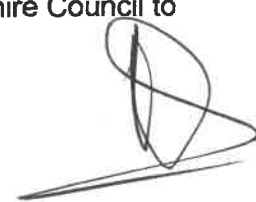
The Clerk tabled a letter regarding rural affordable housing needs in Hermitage Parish. It was agreed that the clerk would write back advising that Mr Gover would be attending an affordable Housing Scrutiny Session at West Berkshire Council and would raise the issue of local rural needs. The Parish Council has in the past undertaken a comprehensive fact finding survey to establish the general needs and wishes of the residents of Hermitage. The findings did show that there was a serious concern in the village, that the needy or indeed, young people wishing to remain close to their relatives in the locality and key workers were finding it very difficult to stay in Hermitage due to the inflated house prices. This information has been collated into the planning obligation report, which will be submitted to West Berkshire Council to be considered along side the Cementation Site application.

106.2 Downland Youth Network

The clerk currently a member of the steering group of the Downland Youth Network, reported on its activities and the future production of a video to highlight the problems faced by young people in rural areas. Young people from Hermitage had been included in the video. It was hoped that a hopper bus would be provided for young people to access activities independently at times to suit them. The clerk agreed to keep the council up to date with progress.

106.3 Dog Fouling

The clerk advised that she had received some new signs from West Berkshire Council to display where dog fouling is a problem.



107. REPRESENTAIVES REPORTS

Footpaths

Mr Gover reported that work had been carried out to restore the access to Footpath 16 on the Yattendon Road.

Village Hall

Mr Marr reported that two cars had been broken into behind the Village Hall one Sunday afternoon.


108. ANY OTHER BUSINESS

The chairman wished everyone a happy Christmas.

109. DATES OF FUTURE MEETINGS:

The Adelaide Rooms – Thursday January 23, 2003 7.45pm

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

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

Date..........

APPENDIX I.
PLANNING APPLICATIONS

Up to November 27 2002

Planning No.	Type	Location	Description	Observation
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Plans Circulated

02/02162	HOUSE	Ffield Farm, Marlston	Three bay garage & pool enclosure	No Comment
02/02194	FUL	Hillier Garden Centre	43 dwellings & 4 Bi office	Objection
02/02252	HOUSE	Montreal Cottage, Deacons Lane	Replacement 2 storey outbuilding	No objection

Plans For Discussion at Meeting

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Recommendations for Determination Under Delegated Powers

02/02069	FUL	Milsoms Cottage Wellhouse	Replacement dwelling	Approval
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Decisions/Appeal Decisions

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APPENDIX II.
CORRESPONDENCE RECEIVED / ACTIONED
 Up to ~~September 19~~ 2002
 NOV 28

RECEIVED FROM	REGARDING	ACTION
1 NALC	Local Council Review	Circulate
2 C'side Agency	Vital Villages Update	Circulate
3 WBDC	Improving relationship between WBDC & parish	Circulate
4 Bank of Scotland	Statement	Clerk to action
5 Biffa	Quotation	Clerk to action
6 C & C D	Clerks & Councils Direct	Circulate
7 D'land Volunteer	Grant Application	Clerk to action
8 Fol	Freedom of Information Act 2000	Clerk to action
9 WBDC	Land at Former Cementation Site	Clerk to action
10 NCPCT	Annual Report	Circulate
11 R Crumly	Request for Planning Obligation Report	Clerk to action
12 WBDC	Affordable Housing Scrutiny Session	Clerk to action
13 WBDC	Parish Council Election Costs	Clerk to action
14 James & Cowper	Statement	Clerk to action
15 B Telecom	Telephone Bill	Clerk to action
16 JSPU	Berkshire Structure Plan	Clerk to action
17 Geoffrey Church	Re: Erection of memorial	Clerk to action
18 BALC	Communicator	Circulate
19 SLCC	The Clerk	Clerk to action
20 Alliance & Leicester	Circular	Circulate
21 WBDC	Mobile Library	Clerk to action
22 WBDC	Re: Enforcement Notice - Spring Plantation	Circulate
23 WBDC	Millennium Memorial	Discuss at meeting
24 GALT	Copy of Sales Invoice	Filed
25 Geoffrey Cole & Co	Appointment of Internal Auditor	Circulate
26 Hermitage PCC	Rural Affordable Housing	Discuss at meeting
27		
41		
42		

SENT	REGARDING	RESPONSE
1 C Wood	Planning Obligation Report	
2 Thames Water	Burial Ground	
3 James Cowper	Payment of Invoice	
4 Hermitage Cubs	Re: Grant	
5 Hermitage Youth Club	Re: Grant	
6 James & Cowper	Audit 2000/01	
7 Various	Planning Obligation report	
9 Mr D Cox	Re: Internal Audit 2001/02	
10 Hackett & Young	RE: Annual Audit 2001/02	
11		
12		
13		
14		
15		
16		

Hermitage Parish Council

Statement of Accounts to 28 November 2002

ACTUAL

Income 01/04/02 to 28/11/02	
Carried Forward 2001/02	£15,115.25
Precept 2002/3	£14,500.00
Burial Fees etc	£240.00
VAT	£0.00
Sundry/Interest	£282.56
Totals	£30,137.81

Expenditure 01/04/02 to 28/11/02	
General Admin	£6,758.03
Open Spaces/amenities	£315.50
Village Hall/Misc.	£0.00
Highways	£0.00
Grants (Section 137)	£3,066.68
Grants (Section 19)	£1,570.00
Burial Ground	£12.64
VAT	£236.12
Totals	£11,958.97

Balance 28/11/02	£18,178.84
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PROJECTED

Income up to 31/03/03	
Burial	£50.00
Interest	£22.00
VAT	£236.12
Precept.	£0.00
Other	£0.00
VAT Previous Years	£1,227.31
VAT Previous Years	£1,196.51
Projected Totals	£2,731.94

Expenditure up to 31/03/03	
Administration	£2,757.27
Burial Grounds	£326.30
Playground Fund	£4,772.00
Millennium Fund	£2,960.58
Grants Allocated (Section 137)	£0.00
Grants Allocated (Section 19)	£1,250.00
Audit Costs Outstanding	£959.75
Skate Park	£500.00
Amenity Expenditure	£5,074.50
Village Plan/Planning report	£1,260.70
Playground Maintenance	£550.00
Golden Jubilee Grant	£0.00
Projected Totals	£20,411.10

Projected Year End Income	£32,869.75
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Projected Year End Expenditure	£32,370.07
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Projected Year End Balance	£499.68
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Nicky Ager
Clerk/Responsible Finance Officer 28-Nov-02

