

HERMITAGE PARISH COUNCIL

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

2006

Present: Mr N Pearson (Chair), Mr K Gover, Dr J Lawler, Mr Overeynder, Mrs J Pearce, Mrs K Willis, Mrs L Riordan (Clerk), Cllr Q Webb (for part of meeting) and six members of the public.

1. **Apologies** - Mrs P Knightley.

2. **Declarations of Interest** – none were recorded

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

3. **Minutes of a Meeting of Hermitage Parish Council held on Thursday 23 February 2006** were signed as a correct record of the meeting.

4. **Matters Arising**

05/Oct05 Chapel Lane overhanging bushes. The Clerk will contact Eling Estates again as the works have not been carried out.

5. **Finance**

Accounts for Payment

01/Mar06 Clerk's salary (Mar)

02/Mar06 F C Lawrence for month of Feb @ £291.67

04/Mar06 F C Lawrence - pruning of trees in cemetery £120.00
- notice board improvements £35.00

06/Mar06 Thames Water Utilities - £10.75

All agreed the above payments be made.

03/Mar06 D Carter (bus shelter cleaning Mar) @ £30.00

There has been no response to the Clerk's request to assess cleaning procedures and also to be notified in advance of cleaning dates. The Parish Council confirmed that they did not wish payments to be made until the requests have been complied with (although timesheets have now been received).

6. **District Councillors' Report**

05/Mar06 Priors Court Road roundabout. Cllr Webb had nothing to report.

04/Jan06 Stream/footbridge (Arena Site). Cllr Webb had nothing to report - see planning below.

07/Mar 06 A plan of Highway works will be provided by Cllr Webb, particularly the effect on Hermitage.

Written report attached.

7. **Villagers' Open Forum**

Comments re planning applications to be discussed later in the meeting were noted.

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8. Planning

8.1 Cementation Site Development

It is believed that although site clearance/preparation is underway, building works cannot commence until all pre-application conditions have been met. S106 obligations will apply once building works begin.

Questions remain over the layout of the recreational area.

Extreme disappointment was expressed that West Berkshire Council had allowed the provision of changing facilities to be removed from the developer obligations under the s106 agreement. Hermitage Parish Council has been neither consulted nor notified of this matter by West Berks planning officers.

Other s106 questions asked of West Berkshire Council remain unanswered.

Cllr Webb agreed to investigate the matters above.

It was noted that work on site starts as early as 6.00am. **Mrs Willis** will notify the planning/enforcement officer.

8.2 Arena Site Development

04/Jan06 Stream/footbridge. Andrew Reynolds of West Berkshire Council has confirmed that a contribution had been received from the developer of the Arena Seating site, of £10,000. This money will be solely spent on improving the existing land drainage system downstream of the development. A number of improvement works are being looked at and costed.

8.3 Other Planning Matters

06/00527/FUL Land adjacent to Medan and 4 Oare View. No objection but concerned that the overall height/ridge height is excessive.

06/00575/OUTD Land adjacent to Tall Trees, Newbury Road. A site visit and planning meeting was convened for Thursday 30 March.

06/00374/ADV White Horse, Newbury Road. No objection.

9. Correspondence

In circulation

West Berkshire Council – West Berkshire Local Development Framework: West Berkshire Planning Strategy Preferred Options. Pre-Submission Public Participation (Regulation 26) of the Town and Country Planning (Local Development) (England) Regulations 2004

- Joint Minerals and Waste Local Development Framework Core Strategy Issues and Options Regulation 25 Consultation
- The Historic Environment in your Parish
- Case Officer's Reports

05/02921/FULD Post Office, High St

06/00087/HOUSE Ambleside, Yattendon Road

06/00012/FUL & 06/00013/FUL The Grange Yattendon Road

Campaign to Protect Rural England - Fieldwork

Society of Local Council Clerks 'The Clerk'

Community Council for Berkshire – 'Community' Winter 2006

Other

Community Council for Berkshire – Calor Village of the Year. Hermitage will not enter.
North Wessex Downs AONB Forum 2006 ‘Our Villages: Vibrant, Valuable and Vulnerable’
Monday 15 May 9.30am to 4.00pm, Pewsey, Wiltshire. Noted.

West Berkshire Council

– Kennet & Pang Valley Area Forum – Tuesday 18 April, Padworth Village Hall. Noted.

10. Representatives’ Reports

10.1 Village Hall

The process of appointing an architect to design a new hall and prepare a planning submission is underway.

The total estimated cost of constructing a new hall is ca £1million. £750k is covered leaving £250k to fundraise. It is hoped this will be raised mostly through grants on the back of the existing funds in place.

John Lawler and Charles Gilchrist will make a presentation of proposals at the Annual Parish Assembly.

Damage to the village hall in November was reported. A private party was booked and a deposit cheque lodged which bounced. £350 approx of damage took place. The matter was reported to the Commanding Officer at Dennison Barracks who will not accept any responsibility as the booking was made by the wife of the soldier, not the soldier himself.

108 new chairs have been purchased – and the old chairs are for sale.

10.2 Play area (*incl. inspections- no issues reported*).

05/Oct04 Play area/BT fencing. Fencing now in place and no further action required.

The Annual RoSPA inspection will take place in April.

10.3 Footpaths

The stile at the top of Chapel Lane (leading round to cementation site) was reported as being too high. This will be added to the list of requests for replacement with kissing gates.

10.4 Downland Youth Network

Have now set up 4 youth clubs, having helped them to establish they are now self-supporting. Youth consultation is underway.

£20,000 received from Vodafone to support the website.

Now seeking to appoint a Rural Youth Worker.

10.5 Hermitage Primary School

The re-location of the pre-school to the Primary School site will not be going ahead.

£1.1million has been allocated for the new classrooms (to provide 7 in total) including developer funding. Works will start in November 2006 to finish late summer 2007.

11. Burial Ground

It was agreed to remove the rubbish bins from the burial ground. A notice will be purchased and displayed asking people to take their rubbish home.

Plans to make provision for ashes plots, unconsecrated ground and children’s plots were discussed and will be considered by **Dr Lawler**.

12. Any Other Business

Advance notification of the resignation of Mr Overeynder was sadly received (effective May 2006).

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Two cars parked outside the Fox Inn on the Yattendon Road for several weeks were noted.
Discussion re lorries using Hermitage as a route to Tidmarsh was again discussed.

Date of next meetings

Date for Annual Parish Assembly – Thursday 20 April 2006.

The next meeting will be the Annual Meeting of Hermitage Parish Council on:

Thursday 18 May 2006 at 7.45pm in the Adelaide Room, Holy Trinity Church

There being no further business the chairman closed the meeting at 9.39pm.

*Lynne Riordan
Clerk, Hermitage Parish Council*

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18.5.06

HERMITAGE PARISH COUNCIL

**Minutes of
The Annual Meeting of Hermitage Parish Council
Held in the Adelaide Room, Holy Trinity Church
Thursday 18 May 2006 at 7.45pm**

Present: Mr N Pearson (Chair), Mr K Gover, Dr J Lawler, Mr Overeynder, Mrs J Pearce, Mrs K Willis, Mrs L Riordan (Clerk) and three members of the public.

1. **Apologies** - Mrs P Knightley, Cllr Q Webb.

2. **Election of Chairman**

Mr Pearson was nominated to continue as Chairman.

Proposed by Mrs Pearce, seconded by Dr Lawler and carried unanimously.

3. **Election of Vice Chairman**

Dr Lawler was nominated Vice Chairman.

Proposed by Mrs Willis, seconded by Mr Gover and carried unanimously.

4. **Declarations of Acceptance of Office** - were duly signed by Mr Pearson and Dr Lawler.

5. **Update of Register of Financial and Other Interests**

Registers were amended and/or signed by members as appropriate.

6. **Vacancy for a Councillor**

Following this meeting, there will be a Vacancy for a Councillor caused by the resignation of Mr Overeynder. The Clerk will follow the necessary procedures to advertise the vacancy.

7. **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.

8. **Minutes of a Meeting held on Thursday 23 March 2006** - were agreed and signed as a correct record of the meeting.

9. **Matters Arising**

05/Oct05 Chapel Lane overhanging bushes

It was noted that Eling Estates had cut back the overhanging branches on most of Chapel Lane. Due to uncertainty of ownership of the remaining section, it was agreed that the Clerk should contact West Berkshire Council on the matter.

10. **Finance**

Accounts for Payment

It was agreed that the Clerk's salary should increase by one Spinal Column point according to NALC hourly rates.

01/May06 Clerk's salary (May)



02/May06 F C Lawrence for month of May @ £303.33

03/May06 D Carter (bus shelter cleaning May) @ £30.00

It was noted that the Clerk had accompanied Mrs Carter on her last cleaning of the shelters as requested.

04/May06 Zurich Insurance £463.61

05/May06 Hermitage Village Hall

09/May06 Playsafety Ltd (RoSPA inspection) £74.03

10/May06 Society of Local Council Clerks subscription £84.00.

11/May06 BTplc £38.97

All agreed these payments be made. It was additionally agreed that the Clerk may reimburse Mr Overeynder in respect of expenses for providing refreshments at the Annual Parish Assembly.

Payments made in April

01/Apr06 Clerk's salary (Apr)

02/Apr06 F C Lawrence for month of April @ £303.33

03/Apr06 D Carter (bus shelter cleaning April) @ £30.00

04/Apr06 Mayprint £40.00 Parish Assembly leaflets

05/Apr06 BALC £150.54 annual subscription

These payments were retrospectively approved.

Other

06/May06 Approval of accounts 2005/06

A copy of the accounts had been provided to all Councillors and after inspection were agreed a true record. Mr Pearson signed the Annual Return and associated documents accordingly.

07/May06 Appointment of internal auditor

It was agreed that the Clerk would ask Mr Stevenson if he would kindly undertake the task again this year.

08/May 06 Grants and donations 2006/07

Were approved according to the attached schedule.

14/May06. Bank signatories. As only two will remain after this meeting, Mrs Pearce, Mrs Willis and Dr Lawler agreed to be added. The Clerk will obtain the necessary mandates.

11. District Councillors' Report

Cllr Webb was unable to attend but supplied the following information and a written report.

05/Mar06 Priors Court Road roundabout.

Cllr Webb has requested a report from West Berkshire Council which he hopes will be available for the June meeting.

07/Mar 06 Plan of Highway works

The plan is in the process of being prepared.

12. Villagers' Open Forum

At the Annual Parish Assembly Cllr Pask promised a village resident that he would look into the issue of graffiti removal, but no feedback has been received. The Clerk will remind Cllr Pask of his commitment.



The issue of vehicles parking on roads near junctions was raised as a hazard. A suggestion was made that photographs delivered to the police station would be the most appropriate course of action.

The posting of agendas on the village notice board will be undertaken earlier as requested.

The Parish Council was asked whether a representative will be attending the meeting of West Berkshire Council planning sub-committee when plans 06/00575/OUTD are to be discussed. On notification of the date and time consideration will be given, or if permitted, a written report submitted.

Two cars parked outside the Fox Inn appear to have been abandoned as they have not moved for at least three months. The Clerk will contact West Berkshire Council or the Police as appropriate.

Cars parking on the grass verge by the public telephone near the Fox Inn are preventing Mr Lawrence from cutting the grass. The Clerk will provide a letter asking the owners to remove the vehicles from Parish Council land and Mr Pearson will place them on the windscreen.

13. Planning

13.1 Cementation Site Development

Mr Pearson reported that he had recently attended a meeting with representatives of Miller Homes, Taylor Woodrow and Green Issues to discuss amendments to the planning approval. In summary the developers wish a change of housing mix to obtain a more even mix of housing type between the two (no change to overall numbers). The alterations propose that the roof height of the three storey 'flats' will reduce and will appear from the outside to be two storey with rooms in the roof (as opposed to 2 ½ storey). The parking allocation for these properties will take the form of a garage block with more tree screening. Neighbouring property owners have been consulted and are happy with the amendments.

Progress to date:

- Foundation and groundworks are approximately one month behind schedule and the developers are keen to know the location of the new village hall.
- There are no immediate plans for the employment area, but a design has been prepared for an additional 35 houses.
- The mini-roundabout and crossing near the school are planned for construction during the summer holidays.

The developers have warned all sub-contractors in quite strong terms that early morning deliveries are unacceptable.

13.2 Arena Site Development

04/Jan06 Stream/footbridge. No further news at present.

13.3 Other Planning Matters

06/01007/HOUSE Rose Tree Cottage, Bucklebury Alley (adjacent Parish) – no objection.

06/00770/HOUSE The Benhams, Yattendon Road – no objection.

06/00767/HOUSE 1 Oare View, Hamstead Norreys Road (amended plans) – no objection.

06/00981/HOUSE Yaffles, Red Shute Hill (adjacent Parish) – no objection.

06/00993/FUL Hermitage Primary School – no objection.

06/01021/HOUSE Breckland, Hermitage Road, Cold Ash (adjacent Parish) – no objection.

The Clerk will seek information from West Berkshire Council on the current planning application for Priors Court Farm (Chieveley Parish).

13.4 Case Officer's Reports in circulation:

06/00180/FULD Bridge House, Chapel Lane
06/00184/HOUSE Westdene, Briants Piece
05/02867/CERTP Wyldwood, High St
06/00242/FUL Temporary sales centre, cementation site
06/00394/HOUSE The Lilacs, Deacons Lane

14. Correspondence

In circulation

Pillartalk/Postwatch

West Berkshire Council Information supplied at the District/Parish Conference 28 March
West Berkshire Local development Framework: Newbury Town
Centre Plan Preferred Options

Road Safety Team newsletter

Highway Improvement Programme 2006/2007

South East England Regional Assembly – a Clear Vision for the South East

Office of the Deputy Prime Minister – Local Authority Byelaws in England: A Discussion Paper

Campaign to Protect Rural England Annual Report

Upstream!

Up! On the North Wessex Downs

The Berkshire Communicator

Boxford Parish Council

The Clerk

Clerk and Councils Direct

Local Council Review

Other

12/May 06 Zurich Municipal Insurance. It was agreed that as the policy is designed for Local Councils, members considered it appropriate. However, insurance of Neighbourhood Watch signs will be removed and the Clerk will seek a quotation to add cover for Libel and Slander.

13/May06 West Berkshire Council - Vehicle Activated Signs and Speeding Issues. The Clerk will return the documentation requesting a sign on the village approach via the Yattendon Road.

14/May06 Four Valleys Taxibus – The Parish Council will communicate its disappointment that a service vital for a sustainable rural community is to be discontinued, particularly in view of s106 developer contributions received for transport.

The following documents were noted:

Greenham Common Trust – Professional Advice to the Voluntary and Community Sector.

West Berkshire Council 40 mph speed limit order

Kennet and Pang Valley Area Forum 18 April 2006

Future Leisure Management Arrangements

Newbury Town Centre Plan Preferred Options – Have Your Say!

Wednesday 10 May, Town Hall, Newbury

Volunteer Centre West Berkshire – Dr Lawler will respond.

15. Representatives' Reports

15.1 Village Hall

A ground survey is required to determine the precise location of the new village hall. **Mr Pearson** will pass on contact details for Green Issues so that **Dr Lawler** can arrange a meeting.

The village hall committee may have a need for funds to assist with cash flow implications prior to the release of s106 monies and the Parish Council agreed to try and help.

Negotiations continue with regard to the sale of the existing village hall. A suggestion that a village shop could potentially be sited here was noted.

Forthcoming events: There will be a quiz night in September and the Watermill will be performing in October.

15.2 Play area (*incl. inspections*)

The report from the Annual Inspection 2006 has been received and the following actions will be taken:

Cutting back of branches below 2.4m – **Mrs Willis** and **Mr Overeynder** will inspect the play area and obtain a quotation from Mr Lawrence.

Re-seeding of grass in front of goal area - considered inappropriate particularly in a time of drought.

Finger entrapment risk from pedestrian gate – **Mrs Willis** will seek advice from the installer.

Mrs Willis would like to investigate the possibility of providing a tyre swing for the older children and the Parish Council agreed that she should make preliminary enquiries.

15.3 Footpaths – nothing to report.

15.4 Downland Youth Network

The network is considering expansion to include villages beyond those in the Downland area.

Funding is available for youth consultation aimed at finding out what the youth of Hermitage would like and to advise what funding they could apply for. **Mrs Willis** will provide a draft letter for the Clerk to send on behalf of the Parish Council.

15.5 Hermitage Primary School

Finances in next year's budget are very tight in view of the impending expansion.

The school is drawing up a transport plan.

15.6 Downland Practice Patient Forum – Mr Gover attended the last meeting and advised the following:

There are clear ideas on extending the building to accommodate another GP.

Negotiations are underway to purchase land for additional car parking but progression is slow.

16. Burial Ground

Dr Lawler has visited the burial ground and suggested remedial works to the yew tree.

Mr Overeynder suggested cutting back the diameter but not height – he will look at the tree and report back to the Parish Council.



Dr Lawler will prepare landscaping plans for the 'meadow' for consultation with the new vicar in September.

17. Any Other Business

Briants Piece – concerns that the highway is subsiding were noted and the **Clerk** will contact Streetcare.

Mr Overeynder agreed to continue to be the liaison between Mr Lawrence and the Parish Council for amenity works in the village. It was noted, however, that all quotations, instructions etc. must be officially processed via the Parish Council.

Mr Pearson closed the meeting by thanking Mr Overender for his 15 years service on the Parish Council and for his commitment to continuing his involvement with the village in an unofficial capacity. As mark of gratitude on behalf of the Parish Council, Mr Pearson presented Mr Overeynder with a card and gift.

Date of next meeting

The next meeting of Hermitage Parish Council will be held on:

Thursday 22 June 2006 at 7.45pm in the Adelaide Room, Holy Trinity Church

There being no further business the chairman closed the meeting at 10.15pm.

*Lynne Riordan
Clerk, Hermitage Parish Council*


22.6.06

WEST BERKSHIRE DISTRICT COUNCILLORS REPORT MAY 2006

1. The Downs School in Compton has appointed a new Head teacher to replace retiring Head, Graham Taylor who, during the last 22 years, has taken the school the top of the lists of high achieving state comprehensives. The new Head is Mrs. Valerie Houldey, currently Deputy Head of the very successful Cheltenham Bournside School and Sixth Form Centre. Mrs. Houldey has a career record of outstanding achievement in her previous schools and a clear view of the challenges of secondary education in the changing educational environment. She spent her early teaching career in the Midlands but for the most part she has taught in schools in Wiltshire, spending some time working for the Wiltshire Advisory Service, before moving to Cheltenham. Mrs. Houldey will take up her appointment in the new school year starting in September 2006.
2. The process of exploring the future management arrangements for West Berkshire Council's eight leisure centers has now moved into a period of consultation with partners and Parish Councils.
The Council currently has eight leisure centres within its portfolio. Five of the centres are managed by three different leisure operators (Parkwood Leisure, Leisure Connection Limited and Courtesy Leisure) with the remaining three managed in-house. The Best Value review of 2002 examined this arrangement and suggested that the Council may obtain better value for money if it sought a single operator to take on the management of all of the centres.
Procurement Review Group, (comprising Members and Senior Officers) has been working over the past few months exploring the options available to the Council. These have been collated and presented in the document "Opportunities for All". This paper has been circulated to all partners and Parish Councils seeking views on their preferred options, with responses due back by 31st May 2006. To view document on line www.westberks.gov.uk/Oppforall
3. Ufton Court Open Day Sunday May 21st 2006 10am-4pm. Entry £3.00 Adults, £2.00 Children. No Dogs except Guide Dogs. This is a rare opportunity to enjoy a fascinating day out at Ufton Court which is not normally open to the public. This unique timber-framed Tudor house incorporates an earlier medieval manor house and is set in beautiful grounds with an impressive Tithe Barn and a series of medieval fishponds, all of which will be available to view on the day. The house, now owned by the Benyon family, was home to the Catholic Perkins family from the late 16th Century and contains a number of secret priest holes, a small oratory and original wall paintings and other Tudor features. Today it is used primarily as an Off-Site Education Centre.
Attractions will include: Self guided house tours, Gardens Open, Medieval Society in costume, with weapon and equestrian displays, including demonstration of use of weapons on horseback, a performance by the Berkshire Recorder Consort in the Tithe Barn, Archery, Brass rubbing, Children's activities, Home-made refreshments.
Ufton Court is situated off Green Lane, Ufton Nervet, just off the A4, approximately 11 miles East of Newbury and 5 miles from M4 Junction 12 (Theale).
4. West Berkshire Council is to lose almost £40k of adult learning funding due to cuts announced by the Learning and Skills Council. To minimise the impact of the cuts the Councils Executive has agreed to the current concessions for people 60 and over will remain in place for 2006/7. Inevitably the cuts will impact on the prices of the courses for adults.

HERMITAGE PARISH COUNCIL

**Minutes of a Meeting of Hermitage Parish Council
held on Thursday 22 June at 7.45pm in the Adelaide Room, Holy Trinity Church**

Present: Mr N Pearson (Chair), Mr K Gover, Dr J Lawler, Mrs P Knightley, Mrs J Pearce, Mrs K Willis (from 8.25pm), Mrs L Riordan (Clerk), Cllr Q Webb (from 8.45pm) and six members of the public.

1. **Apologies** -- none were recorded.

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 May 2006** were agreed and signed as a true record of the meeting.

4. **Matters Arising**

05/Oct05 Chapel Lane overhanging bushes. This matter is now in the hands of West Berkshire Council.

5. **Vacancy for a Councillor**

Mr Pearson has received expressions of interest from two potential candidates, but no formal representation has been received. **Mr Pearson** agreed to contact both parties with regard to possible co-optation at the July meeting, also advising them that there will be an election in May 2007.

6. **Finance**

Accounts for Payment

01/Jun06 Clerk's salary (June)

02/Jun06 F C Lawrence for month of June @ £303.33

03/Jun06 D Carter (bus shelter cleaning June) @ £30.00

All agreed that these payments be made.

Other

04/Jun06 Works to burial ground yew tree. A quotation has been received and the works approved at a cost of £200. Mr Overeynder will oversee the works.

7. **District Councillors' Report**

05/Mar06 Priors Court Road roundabout. Ongoing.

07/Mar 06 Plan of Highway works. Ongoing.

Cllr Webb agreed to pursue the village hall graffiti issue.

The Yattendon Road footway is in the design phase, but some 'landowners' are unhappy with the proposal.

Cllr Webb was thanked for his support re Tall Trees.

8. Planning

8.1 Cementation Site Development

Dr Lawler has contacted Green Issues re the village hall.

8.2 Arena Site Development

Nothing to report at present.

8.3 Other Planning Matters

06/01251/FULD Former cementation site. No objection.

06/01255/FULD Land at Oaklands House, Doctors Lane. Objection on the grounds of in-fill, proposal too tight for the plot, unacceptable impact on visual amenity in AONB, design not in accordance with Hermitage Village Design Statement.

8.4 Case Officer's Reports in circulation:

06/00527/FUL Land adjacent to Medan & 4 Oare View – application withdrawn

06/00767/HOUSE 1 Oare View – approval recommended

06/00524/FUL The White Horse – retrospective approval

06/00688/HOUSE Derwen, Hampstead Norreys Road – permission granted

9. Correspondence

In circulation

West Berkshire Council

Vibrant Villages are the Future

Annual Parish Survey

Future of the Call-a-Bus (Route 99)

Resurfacing Programme 2006/07

Community Furniture Project Annual Review

Campaign to Protect Rural England - Voice

Fieldwork

Thames Valley Police – Neighbourhood Policing Across West Berkshire – The Future Parish Plan news

The Planning Inspectorate – a brief guide to planning inquiries

– a brief guide to planning hearings

Other

West Berkshire Council

– Scrutiny of the Highways and Engineering Service – traffic management. **Mr Pearson** will complete the survey.

– Review of number of Parish/Town Councils. It was agreed to request an increase in number of Hermitage members from 7 to 11 in view of the forthcoming increase in householders.

10. Representatives' Reports

10.1 Village Hall

The Parish Council was thanked for its grant of £1500.

General maintenance is being undertaken.

No progress with graffiti.

A cementation site visit to agree exact location of new hall is to be arranged. Guidance from West Berkshire Council has been requested.

10.2 Play area (*incl. inspections*)

Nothing to report.

10.3 Footpaths

Mr Gover will seek a quotation from Mr Lawrence re the cost of spraying with weedkiller and strimming nettles on footpath 16 and for the footpath at the corner of Chapel Lane.

Mr Gover will request approval from West Berkshire Council Rights of Way Officer to have the works carried out.

10.4 Downland Youth Network

Last night's AGM was very successful – Vodafone presented a cheque for £20k to be used to fund a website manager.

DYN would like to attend the October meeting of Hermitage Parish Council to discuss youth initiatives.

10.5 Hermitage Primary School

The governing body has seen the departure of the Chair, Vice Chair and one governor. There are now 4 vacancies for parent governors.

The tendering process for the building works is imminent.

11. **Burial Ground**

The works to the yew tree will take place prior to the preparation of the new section for burial/interment of ashes/unconsecrated ground.

12. **Any Other Business**

August Bank Holiday village walk. **Mrs Pearce** agreed to arrange refreshments in consultation with Mr Overeynder. **Mr Marr** agreed to liaise as necessary re the proposed route.


Date of next meeting

The next meeting of Hermitage Parish Council will be held on:

Thursday 20 July 2006 at 7.45pm in the Adelaide Room, Holy Trinity Church

There being no further business the chairman closed the meeting at 9.39pm.

*Lynne Riordan
Clerk, Hermitage Parish Council*


20/7/06.

18th June 2006

Quentin Webb AM(Dip)
Councillor for Bucklebury Ward
Greenacre
Scratchface Lane
Bradfield
Reading
Berkshire
RG7 6DN

Tel: 01635 201435
Fax: 01635 201435
Mobile: 07710 356393
e-mail: qwebb@ic24.net
e-mail: qwebb@westberks.gov.uk

Dear Neil.

Sorry I cannot be with you tonight, please give my AFA.

Enclosed is my report plus extra copies.

Several points on the Matters arising.

Priors Court Roundabout – Sight Lines from Station Road. I have asked that a report be produced and I hope to have by next meeting.

Stream/Footbridge Arena site. I have similar information as per your Para 8.2.I understand that now the developer has agreed a contribution to the work. The full costings and schedule of work will now be undertaken.

S106 highways work. The plan of the work is in the process of preparation. I have asked for a copy of the completed work programme when it is available. But as we know this is based on the money from the S106 contributions from the developer, the date of the kick in point is being checked by officers so that money will come as quickly as possible.

Yours Faithfully

Quentin Webb

P.S
ALSO Site Visit "FALL TREES"
24/5/06 18.30
EASTERN Area Planning Comm.
Q.



HERMITAGE PARISH COUNCIL

**Minutes of a Meeting of Hermitage Parish Council
held on Thursday 20 July 2006 at 7.45pm in the Adelaide Room, Holy Trinity Church**

Present: Mr N Pearson (Chair), Dr J Lawler, Mrs P Knightley, Mrs J Pearce, Mrs K Willis, Mrs L Riordan (Clerk), three members of the public, Mrs S Gore and Victoria Curran (Newbury Weekly News).

1. **Apologies** – from Mr K Gover were accepted.

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 22 June 2006** were agreed and signed as a true record of the meeting.

4. **Matters Arising**

Possible subsidence at Briants Piece has been investigated by Highways and no action is required. Overhanging hedge in Chapel lane is been handled by West Berkshire Council Grounds Maintenance.

5. **Vacancy for a Councillor**

Mrs Sharon Gore was in attendance and was nominated for co-option to fill the vacancy created by the resignation of Mr Overeynder.

Proposed: Mr Pearson Seconded: Dr Lawler

Mrs Gore was duly co-opted and invited to join the Parish Council for the rest of the meeting.

6. **Finance**

Accounts for Payment

01/Jul06 Clerk's salary (July)
02/Jul06 F C Lawrence for month of July @ £303.33
03/Jul06 D Carter (bus shelter cleaning July) @ £30.00
07/Jul06 Thames Water Utilities £5.88

All agreed these payments be made.

Other

04/Jul06 Works to burial ground yew tree – authorised but not yet carried out.
05/Jul06 August payments – it was agreed that the Clerk could make payments as necessary over the summer break and report in September.

06/Jul05 Release of s106 monies for village hall.

The Parish Council has received an informal request from the village hall committee asking if the s106 monies from Banner Homes (Arena site) could be used for the village hall project.

The Clerk had made enquiries to West Berkshire Council to determine the legal implications.

The money was received as 'compensation' for the reduction in open space area at the Arena site.

The funds may only be used to provide or enhance open space within Hermitage village. Funding recreational facilities within the hall eg badminton courts are not acceptable, however, provision of

changing rooms/showers would be acceptable (this would be considered an enhancement to the recreation ground/football field as these facilities are considered essential). An audit trail for the use of funds must be provided and if the use was later considered unsatisfactory a refund could be sought.

A formal request for these monies will be made by the village hall committee at the appropriate point in the future.

As a new build project VAT will not be payable. The Clerk advised that VAT legislation is such that if VAT is not paid on the new build, the village hall may be obliged to charge VAT on all lettings without threshold. The village hall committee should seek current advice on this matter.

08/Jul06 Bank of Scotland mandate. The forms have not yet been completed by all relevant councillors but will be returned to the Clerk in due course.

09/Jul06 Reissue of cheques 10535 Parish Assembly refreshments £34.92
10536 Chairman's allowance £33.44

Duplicate cheques were approved.

7. District Councillors' Report

05/Mar06 Priors Court Road roundabout

07/Mar 06 Plan of Highway works

Neither of the District Councillors was in attendance.

8. Planning

8.1 Cementation Site Development

The Clerk has been informally asked by West Berkshire Council whether Hermitage Parish Council would be interested in taking over the ownership of the woodland. It was agreed that a potential interest will be expressed, subject to suitable negotiations taking place. The ultimate benefit to the Parish Council would be ownership of the land which could prevent any further development at this site.

8.2 Arena Site Development

Banner Homes - Bollard lighting. A second scheme has been presented to the Parish Council for consideration with bollards at a much lower level (approx. 100mm high) in parking areas. It was agreed that although considered unnecessary in a village without street lighting, this scheme was far more acceptable than the previous and no objections were raised. It was pointed out that, ironically, other villages with street lighting are opting to turn them off to conserve energy/reduce light pollution and here is a scheme proposing introduction of lighting.

8.2 Other Planning Matters

06/01402/FULMAJ Former cementation site – no objection.

06/01382/ADV Land adjacent to Medan and 4 Oare View – no objection.

06/01512/FULD & 06/01530/LBC Wellhouse Barns – no objection.

06/01531/FULD Hermitage Garage – no objection.

06/01647/FULD Land to rear of Polperro, Hampstead Norreys Road.

Objection on the grounds of in-fill, proposal too tight for the plot, unacceptable impact on visual amenity in a village in AONB, not in accordance with Hermitage Village Design Statement, precedent to other properties in vicinity, questioning the opening up of the

hammer head in a cul-de-sac, concern over trees and finally insufficient detail in the plans (land 4 feet approx. above Briants Piece road level).

S106 monies will be requested for Hermitage village to assist with open space projects.

8.4 Case Officer's Reports in circulation:

06/00575/OUTD Land adjacent to Tall Trees - refusal

06/00993/FUL Hermitage Primary School - permitted

The Clerk will ask West Berkshire Council to redirect planning documents to Mr Pearson during the holiday period.

9. Correspondence

In circulation

West Berkshire Council

- Adoption of the Quality Design – West Berkshire – Supplementary Planning Document
- Kennet & Pang Valley Area Forum 12 July 2006
- Scrutiny review of underage drinking

Clerk & Councils Direct

Countryside Voice

The Clerk

Thames Valley Neighbourhood Policing

Other

The Queens Award for Voluntary Service 2007 – will be circulated.

10. Representatives' Reports

10.1 Village Hall

A site visit/meeting has been arranged for 28 July.

A West Berkshire Council Case Officer will survey the site and make a written report advising an appropriate scheme.

10.2 Play area (*incl. inspections – weekly inspections continue with no issues to report*)

As a follow up to the RoSPA inspection Mrs Willis has inspected:

- the trees and there are none below 2.4m near equipment,
- the gates and no finger trap is evident.

Mrs Willis ask RoSPA for clarification at a site meeting .

Mrs Willis will be submitting an application to 'Awards for All' to fund additional equipment.

10.3 Footpaths

Weedkiller/strimming nettles on footpath 16 and footpath at corner of Chapel Lane ongoing.

10.4 Downland Youth Network – nothing to report.

10.5 Hermitage Primary School

Building plans are currently on schedule.

The school is very proud to have been awarded a prestigious Challenge Award (one of only four schools in the country).

New governors are required.



11. Burial Ground

Arrangements during Clerk's holiday – Dr Lawler agreed to be the contact for burials during this period.

12. Any Other Business

August Bank Holiday Walk – arrangements are in hand with Mrs Pearce responsible for refreshments.

The Clerk will pursue reinstatement of verges damaged by gas contractors.


Date of next meeting

The next meeting of Hermitage Parish Council will be held on:

Thursday 21 September 2006 at 7.45pm in the Adelaide Room, Holy Trinity Church

There being no further business the chairman closed the meeting at 9.05pm.

*Lynne Riordan
Clerk, Hermitage Parish Council*


21/9/06 .

HERMITAGE PARISH COUNCIL

**Minutes of a Meeting of Hermitage Parish Council
held on Thursday 21 September 2006 at 7.45pm in the Adelaide Room, Holy Trinity Church**

Present: Mr N Pearson (Chair), Mrs S Gore, Mr K Gover, Mrs J Pearce, Mrs K Willis, Mrs L Riordan (Clerk), three members of the public, and Victoria Curran (Newbury Weekly News).

1. **Apologies** – from Mrs P Knightly and Dr J Lawler were accepted.

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 Pearson declared an interest in agenda item 15/Sept06 Roundabout at Yattendon Rd junction.

3. **Minutes of a Meeting held on Thursday 20 July 2006** were agreed and signed as a correct record of the meeting.

4. **Matters Arising**

Reinstatement of verges – the Clerk has been advised that verges etc have not been reinstated because contractors are still working in the village. It was agreed, in view of the fact that works have been ongoing for several months, that this was not acceptable. The Clerk will contact West Berkshire Council Street Works accordingly.

5. **Co-option of a Councillor**

Mr Pearson nominated Mrs Gore for co-option to the Parish Council. This was seconded by Mr Gover and unanimously agreed. Mrs Gore signed the Declaration of Acceptance of Office and was welcomed to the Council.

6. **Finance**

Accounts for Payment

01/Sept06 Clerk's salary (September)
02/Sept06 F C Lawrence for month of September @ £303.33
04/Sept06 Norton subscription £29.00
05/Sept06 BT plc £44.05
06/Sept06 F C Lawrence - burial ground yew tree £200
08/Sept06 West Berkshire Council – Non Domestic Rates Demand £21.30
09/Sept09 Sovereign Housing Association – Land Rent £5.00
11/Sept06 UHY Hacker Young – Audit Fee 2005/06 £293.75
16/Sept06 Thames Water utilities Ltd £6.56
17/Sept06 Mrs Pearce (Annual Village Walk expenses) £21.92
All agreed the above payments should be made.

03/Sept06 D Carter (bus shelter cleaning Sept) @ £30.00

Concern remains as to whether cleaning procedures are satisfactory. Employment/contract for services status will be investigated by the Clerk/Mrs Gore. The possibility of advertising the position will be considered at the next meeting. The Clerk will remind Mrs Carter of the requirements.

Other

07/Sept06 Tidying burial ground

Mr Overeynder kindly agreed to speak with Mr Lawrence to request a quotation for three tasks:

- Pruning of trees in burial ground;
- Tidying/clearing underneath the yew tree in the burial ground;
- Applying preservative to benches/seats around the village.

It was agreed that additional tasks should be added to the annual amenity contract:

- Pruning of trees in burial ground;
- Care of yew tree in burial ground;
- Trimming back branches in Pinewood Park;
- Tidying around Lipscomb Close substation.

06/Jul05 Release of s106 monies for village hall

Mr Pearson has received a formal request from the village hall committee for the release of s106 monies as a contribution towards the provision of changing rooms.

The Clerk will seek confirmation from West Berkshire Council that this is an appropriate use of the funds.

Additionally, it has been suggested that the funds should be directed to providing recreational facilities at the Newbury end of the village as the money in question came from the Arena site development. It was agreed that this was a reasonable request. The Clerk will investigate what facilities will be provided on the Arena site open space.

08/Jul06 Bank of Scotland mandate – is still in circulation.

12/Sept06 Conclusion of Audit 2005/06. The Clerk reported that the audit has been concluded with no areas of concern to be highlighted.

7. District Councillors' Report

05/Mar06 Priors Court Road roundabout. Cllr Webb reported that a safety audit has been undertaken and that the sightlines are considered satisfactory. Cllr Webb will however continue to pursue the matter.

8. Planning

8.1 Cementation Site Development

The Clerk will follow up with West Berkshire Council the matter of woodland ownership.

8.2 Arena Site Development

8.3 Other Planning Matters

06/02015/FULD The Old Laundry, Marlston Road – no objection

06/01796/HOUSE Elm Lea, Deacons Lane – the amendments proposed are unclear. The Clerk will request further information in particular with respect to ridge height.

10/Sept06 West Berkshire Council – Hermitage Road Safety Improvement Scheme

In October/November the village will hopefully see the provision of the Yattendon Road footway and of village 'gateways'.

The 'strange' alignment of the cementation site mini roundabout was discussed.

The builders of the Primary school extension have requested a delay to the installation of the new school crossing point. The Parish Council agreed that any further delay was unacceptable as the safety of the children is paramount. It is believed that the cementation site developer had agreed to provide the crossing prior to commencement of construction on the site. Mr Pearson will liaise with all parties as necessary clarify the situation and to expedite the installation of the crossing (and the 'school safety zone') if at all possible.

15/Sept06 Roundabout at Yattendon Rd junction

West Berkshire Council has confirmed that any newly installed mini-roundabouts must have street lighting. Mini-roundabouts must not be used where street lighting cannot be provided.

A cross section of opinions were aired, but overall it was agreed that a mini-roundabout was desirable and that that decision should not be overridden by views on street lighting. ie if a roundabout is desirable and street lighting is necessary then both should be installed.

Official notification, however, is yet to be received.

8.4 Case Officer's Reports in circulation:

06/01647/FULD Land to rear of Polperro – Refusal

06/01140/FULD Cementation site – Permitted

06/01531/FULD Hermitage Garage - Withdrawn

05/02162/FULD Bridge House, Chapel Lane – Appeal dismissed

06/01681/HOUSE Rivendell, Pond Lane - Permitted

9. Correspondence

In circulation

Local Council Review

Rural Services Review

Fieldwork

The Clerk

Berkshire Communicator

Council for the Protection of Rural England (publicity)

Urbanscape

60 seconds

Clerk & Councils Direct

South East England Regional Assembly: Partial Review of the South East Plan – Provision for Gypsy and Traveller Caravan Sites

Community Council for Berkshire – Annual Review

Richard Benyon MP – M4 road noise

North Wessex Downs AONB – Appointment of Advisory Members to the Council of Members

West Berkshire Council

Junior Citizen of the year Award Scheme 2006

West Berkshire Council:

Local development Framework: Statement of Community Involvement (SCI) Publication of the Inspector's Report and Adoption of the SCI

Safeguarding Adults – the Multi-Agency Policy and Procedures for the Protection of Vulnerable Adults from Abuse

Consultation Finder System

Licensing Policy on Gambling - draft

Footway Improvement Programme

Other

West Berkshire Council:

District Parish Conference – 17 October 2006 from 6.30pm – Council Offices, Newbury. Noted.

Kennet & Pang Valley Area Forum – 6.45pm 04 October at Brimpton Village Hall. Noted.

Thames Valley Police: Invitation to a briefing of collaboration opportunities with Thames Valley Police in support of neighbourhood policing/policy community support officers at 18.45 on 04 October at Holdsworth Hall, Thames valley Police Training Centre, Sulhamstead. Mrs Willis hoped to attend with a view to requesting that Hermitage village should be included with the Downland villages for this purpose (and not with Thatcham as proposed).

14/Sept06 Grants and wireless hotspot. It was agreed that **Dr Lawler** should be asked to take this matter forward.

10. Representatives' Reports

10.1 Village Hall

Following the summer break, the sub-committee met on 13th Sept. Activity is recommencing in both fund raising and the planning areas. The critical major task is to appoint an Architect. The next Parish Magazine includes a call for additional volunteers to support fundraising activities.

The purchase of round tables is currently underway.

The Village Hall Quiz Night will take place on Saturday 30 Sept, and the hall will host The Watermill's production of "The Garden of Llangoed" on Saturday October 7th.

13/Sept06 Parish Council Support for Business Plan

A business plan for the proposed new village hall has been produced and the committee have asked for its endorsement by the Parish Council. This will provide evidence of broader consideration of the proposal than just the Village Hall committee.

The village hall committee were commended for their very thorough and professional document. All agreed that Mr Pearson and the Clerk should sign the plan to confirm the support of the Parish Council.

10.2 Play area (*incl. inspections*)

Inspections – Mrs Willis confirmed there were no matters of concern to report, but asked that a new volunteer should be appointed to undertake the weekly inspection.

RoSPA have visited Pinewood Park again with a view to answering the questions that Mrs Willis raised after the annual inspection. The response was again unsatisfactory and Mrs Willis will seek further clarification.

When making grant applications for the new equipment proposed, Mrs Willis will need the Parish Council bank to confirm signatories. It was agreed that the Clerk would write a letter as necessary (Mrs Willis to advise).

18/Sept06 Electricity issues/cub hut

An electrician appointed by the cubs' committee to undertake works to the cub hut, pointed out that he did not think the electricity supply (from the pole) to the hut was installed to appropriate standards. An inspection by Southern Electricity has been requested as a matter of priority.

The cub committee has suggested that the cub hut actually belongs to the Parish Council, but this was refuted.

However, as the said pole is on Parish Council land, it was agreed that the Parish Council would erect temporary orange fencing around the pole and display an appropriate cautionary notice. Mrs Willis will provide fencing, the Clerk will prepare a notice and Mr Pearson will erect. It was also agreed that the Parish Council should be fully briefed on future development.

10.3 Footpaths

Nothing to report in view of summer holidays. Mr Gover hopes to inspect stiles in due course.

10.4 Downland Youth Network

Mo Brickwood will make a presentation at the next parish Council meeting on youth initiatives.

10.5 Hermitage Primary School

There will be a meeting of governors next week – governor vacancies need to be filled.
The school travel plan is nearing completion. This aims to encourage children to walk or cycle to school thereby reducing the number of cars near school. This will improve road safety, reduce congestion/pollution and lead to a more healthy lifestyle.

11. Burial Ground

Mr Overeynder has kindly overseen the reshaping of the Yew in the burial ground. This will take a few years to re-establish and may need further shaping, but it will provide a suitable area for the interment of ashes. Some clearing of the site will also be necessary.

12. Any Other Business

No further matters were raised.

There being no further business, the Chairman closed the meeting at 10.00pm.

Date of next meeting

The next meeting of Hermitage Parish Council will be held on:

Thursday 19 October 2006 at 7.45pm in the Adelaide Room, Holy Trinity Church



19/10/06 -

HERMITAGE PARISH COUNCIL

**Minutes of a Meeting of Hermitage Parish Council
held on Thursday 19 October 2006 at 7.45pm in the Adelaide Room, Holy Trinity Church**

Present: Mr N Pearson (Chair), Mr K Gover, Mrs P Knightly, Dr J Lawler, Mrs J Pearce, Mrs K Willis, Mrs L Riordan (Clerk), Cllr Q Webb and three members of the public.

Prior to the start of the Parish Council meeting Mo Brickwood made a presentation on Youth Initiatives.

1. **Apologies** – from Mrs S Gore and Cllr G Pask were accepted.

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 21 September 2006** were agreed and signed as a correct record of the meeting.

4. **Matters Arising**

05/Oct06 Reinstatement of verges. West Berkshire Council has advised that they have made preliminary inspections to agree the works to be undertaken. In addition Lipscomb Close and the corner of Chapel Lane will be notified. The request for works outside the village hall will be reinforced.

5. **Finance**

Accounts for Payment

01/Oct06 Clerk's salary (October) & expenses (incl. new telephone purchase)

02/Oct06 F C Lawrence for month of October @ £303.33

03/Sept06 D Carter (bus shelter cleaning Sept) @ £30.00

03/Oct06 D Carter (bus shelter cleaning Oct) @ £30.00

All agreed the above payments be made.

With regard to items 03/Sept06 and 03/Oct06, it was agreed that the Parish Council should advertise the works and advise Mrs Carter accordingly, inviting her to apply. **Mrs Pearce** agreed to draw up the cleaning requirement schedule, the **Clerk** will then advertise with a view to appointment with effect from 01 January 2007.

Other

07/Sept06 Amenity works:

Pruning of trees in burial ground £125

Hedge cutting at Lipscomb Close sub Station £52

Tidying/clearing underneath the yew tree in the burial ground £157

The above quotes from Mr Lawrence were accepted. Mr Lawrence will also be asked to quote for the application of preservative to benches/seats around the village

06/Jul05 Release of s106 monies for village hall

Dr Lawler made a declaration of non-prejudicial interest.

£24,310 s106 monies have been received from the arena development (to be used for the provision or enhancement of open space). West Berkshire Council has confirmed that to use these funds to assist the village hall in the provision of changing/shower facilities would be an appropriate use of the funds. At the last Parish Council meeting, the potential use of the money to provide youth facilities at the southern end of the village was discussed. In the light of this, it was agreed that £20,000 would be used for village hall facilities and the remaining £4,310 retained for other recreational projects. Further assistance for the village hall will be considered through the grant making procedure next year and provision made, if necessary, in the 2007/08 precept.

08/Oct06 Grant applications 2007/08

The usual timescales procedures will be followed. The Clerk will put a notice on the village board and Dr Lawler will include this on the village website.

6. District Councillors' Report

Written report attached.

Cllr Webb agreed to notify Streetcare of the fallen 'Give Way' sign at the Hamstead Norreys Road end of Chapel Lane.

7. Planning

7.1 Cementation Site Development

Hermitage Football Club has written in support of the new recreation ground/changing room project. They hope to use the ground as their 'home' in the future and hope to set up a junior squad.

The possibility of West Berkshire Council handing over ownership of the Furze Hill woodland to the Parish Council will be further discussed in the future when ownership is passed from the developer who has yet to establish a suitable scheme.

7.2 Arena Site Development.

West Berkshire Council has confirmed that a play area will be provided by the developer on the open space at The Green. The original proposal submitted by the developer has been rejected by West Berkshire Council as wholly inferior and unacceptable. An improved scheme is now awaited.

7.3 Other Planning Matters

06/01796/HOUSE Elm Lea, Deacons Lane – no objection.

06/02153/HOUSE Yew Tree House – objection on the grounds the extension will be too close to the footway (imposing and overbearing) and will unacceptably reduce the amenity space of the property.

06/02193/HOUSE 15 Briants Piece – no objection.

10/Sept06 Hermitage Road Safety Improvement Scheme a formal response from the Parish Council has been sent by Mr Pearson.

Enforcement notice – Land at Coach House Barn, Marlston Farm. Noted.

7.4 Case Officer's Reports in circulation

06/01701/FULEXT Cementation site. Noted.

8. Correspondence

In circulation

Rural Housing Trust – circular

The Wildlife Trusts – Parish Councils and Wildlife, a New Legal Duty

West Berkshire Council:

Day Leaders Course

West Berkshire Local Development Framework: West Berkshire Planning Strategy -

Notification of Submission to the Secretary of State under Regulation 28 of the Town and Country Planning (Local Development)(England) Regulations 2004

Local Development Framework & Sustainable Buildings in West Berkshire (Seminar)

Other

West Berkshire Council:

Parish/Town Council Elections – the need for financial provision in the 2007/08 precept was noted.

Parish Council Numbers – noted. The Parish Council will consider its own publicity for the May 2007 elections in the hope of achieving the increased number of members on the Council. The use of the Annual Parish Assembly leaflet may be appropriate.

Berkshire Association of Local Councils – chairmanship skills briefing session. Noted.
- Being a good councillor (core training). A personal copy of module 1 was provided to all Councillors.

9. Representatives' Reports

9.1 Village Hall

Around 60 people attended the Watermill production.

The Quiz night proved very popular.

9.2 Play area (*incl. inspections*)

Play inspections – to seek a volunteer for this duty. It was agreed that the best way forward would be for all Councillors to undertake inspections on a rota basis. **Mrs Willis** will provide an electronic version of the inspection sheet and the **Clerk** will produce a rota for the weekly inspections. It is vital that weekly inspections continue for insurance purposes.

Annual inspections – it was agreed to investigate using an alternative inspector as previous RoSPA reports have been less than satisfactory. **Mrs Willis** will provide information on alternative inspections bodies and the **Clerk** will seek approval from the Parish Council insurance company. A letter to be sent from **Mrs Willis** on behalf of the Parish Council was approved.

18/Sept06 Electricity issues/cub hut. **Mr Pearson** has pursued the matter but information from the cub leader has not been forthcoming. **Mr Pearson** will continue his efforts.

9.3 Footpaths

The following has been reported to West Berkshire Council - on Footpath 13, entering from B4009, the second stile leading into grazing land is no more, but the original oak posts (two) remain and though well weathered could be serviceable if, say, a gate was fitted.

9.4 Downland Youth Network

– a presentation was made prior to the start of the meeting.

9.5 Hermitage Primary School

Three governors are to be appointed. Groundworks have started for the portacabins.

9.6 Downland Practice Patient Representative Group

Negotiations continue re the purchase of additional land for car parking. Some clinics are to transfer to Compton to release space at the Chieveley surgery.

9.7 Parish Plan

The role of the voluntary sector in community safety (wardens) is to be considered as is neighbourhood policing.

10. Burial Ground

The water supply will be turned off at the end of this month.

The Clerk will liaise with Mr Lawrence re landscaping the far end of the cemetery in preparation for use as a burial ground .

11. Any Other Business

06/Oct06 Parish Council office storage facilities. It was agreed that the Clerk should keep all paperwork storage to an absolute minimum. The paperwork stored at the 'Cottage' needs to be cleared and Mr Pearson agreed to help. A fireproof cabinet will be sourced for storage of important documents such as burial records and storage for archives will be investigated.

07/Oct06 CPRE support – to be discussed at next meeting.

Community Police will be invited to attend the next Parish Council meeting to make a presentation on the matter of neighbourhood policing and Community Support Officer.

Public Participation

10 minutes are available for the public to express a view or ask a question.


It was overwhelmingly agreed that Public Participation at the end of the meeting was not successful and will return to the original slot prior to the start of the meeting.

Date of next meeting

The next meeting of Hermitage Parish Council will be held on:

Thursday 23 November 2006 at 7.45pm in the Adelaide Room, Holy Trinity Church

There being no further business, the Chairman closed the meeting at 10.27pm.


30/11/06 .

WEST BERKSHIRE DISTRICT COUNCILLORS REPORT OCTOBER 2006

1. QUALITY DESIGN DEVELOPMENTS-WEST BERKSHIRE COUNCIL WILL REQUIRE HIGH STANDARDS OF ENERGY EFFICIENCY AS OUR COMPREHENSIVE CLIMATE CHANGE STRATEGY ADOPTED ON 26TH SEPTEMBER IS INTRODUCED.
2. THE COMMISSION OF SOCIAL CARE INSPECTION (CSCI) HAS STATED OUR ADULT PLACEMENT SCHEME IS EXCELLENT. THE PLACEMENT SCHEME WORKS WITH PEOPLE WHO WANT TO OFFER A HOME AND SUPPORT TO PEOPLE WITH LEARNING DIFFICULTIES.
3. OUR VIBRANT VILLAGE PROGRAMME INVESTING IN THE FUTURE OF RURAL VILLAGES HAS GIVEN THE POST OFFICE IN CHAPEL ROW £3290 TO REVAMP AND INCLUDE A TEAROOM.
4. THE GOVT. WATCHDOG THE 'AUDIT COMMISSION' HAS ISSUED TO ALL COUNCILS GUIDELINES ON HOW TO GET BEST VALUE FOR MONEY FOR THE LOCAL COMMUNITY FROM 'PLANNING OBLIGATIONS' ALSO CALLED 'DEVELOPER CONTRIBUTIONS', 'PLANNING GAIN', OR SECTION 106 AGREEMENTS. THE SYSTEM CREATED BY WEST BERKSHIRE COUNCIL RAISED £8.5M LAST YEAR. THE NATIONAL GUIDELINES ENTITLED A 'ROUTE MAP TO IMPROVED PLANNING OBLIGATIONS' FEATURE A CHART CREATED BY WBC.
5. WBC IN PARTNERSHIP WITH A2 HOUSING ASSOCIATION AND CARE UK HAS CONFIRMED THE BUILDING OF A BRAND NEW CARE HOME ON BIRCHWOOD ROAD, NEWBURY TO BE OPENED IN 2007 'BIRCHWOOD' WILL BE PURPOSE BUILT 60 BEDDED FOR FRAIL ELDERLY PEOPLE.
6. CROOKHAM COMMON ATHLETICS TRACK BUILT IN 1987 PART OF THE AMERICAN HIGH SCHOOL SPORTS FACILITIES CLOSED IN 1990. IT IS NOW BEING REFURBISHED CONTRACTORS ON SITE HAVE STARTED AIDED BY £100,000 LOTTERY BID, £500,000 FROM GREENHAM COMMON TRUST AND IS EXPECTED TO BE COMPLETE BY MID NOVEMBER AND WILL BE RUN BY A JOINT MANAGEMENT COMMITTEE.
7. PARK WAY DEVELOPMENT, WBC AGREED TO THE MAKING OF A COMPULSORY PURCHASE ORDER THAT WILL SECURE THE LAND NECESSARY FOR THE SCHEME TO GO AHEAD. PLANNING PERMISSION HAS BEEN GRANTED AND WILL PROVIDE 50 NEW SHOPS, 184 HOUSES, 644 CAR PARK SPACES.

Quentin Webb Joint Bucklebury Ward Member



HERMITAGE PARISH COUNCIL

**Minutes of a Meeting of Hermitage Parish Council
held on Thursday 30 November 2006 at 7.45pm in the Adelaide Room, Holy Trinity Church**

Public Participation

The first 10 minutes are available for the public to express a view or ask a question. The public are welcome to stay and observe the rest of the meeting.

Present: Mr N Pearson (Chair), Mrs S Gore, Mr K Gover, Mrs P Knightly, Mrs K Willis, Mrs L Riordan (Clerk) and two members of the public.

1. **Apologies** – from Dr J Lawler, Mrs J Pearce and Cllr Q Webb were accepted.

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 19 October 2006** were agreed and signed as a correct record of the meeting.

4. Matters Arising

05/Oct06 Reinstatement of verges. West Berkshire Council has advised that the contractor has agreed to the additional works at Lipscomb Close and the corner of Chapel Lane. The contractor has also agreed to reinstate the verge outside the village hall, whilst accepting no responsibility for causing the damage in the first place.

5. Finance

Accounts for Payment

01/Nov Clerk's salary (November) plus expenses
02/Nov06 F C Lawrence for month of November @ £303.33
03/Nov06 D Carter (bus shelter cleaning Nov) @ £30.00
04/Nov06 BT plc £42.66
05/Nov06 FC Lawrence – Lipscomb Close - £52.00
06/Nov06 Royal Mail PO Box Annual fee £112.30

All payments were approved, as were December payments (these to be reported at the January meeting).

Other

07/Sept06 Amenity works:

A quotation for treating the public seats/benches around the village at a cost of £109 plus materials was accepted. The Clerk will liaise with the church warden to ensure that the treatment of the bench in the churchyard is acceptable.

07/Nov06 Bus shelter cleaning. Following the advertisement of the bus shelter cleaning contract one quotation has been received and this was accepted with effect from January 2007. The Clerk will give one month's notice in writing to the existing cleaner.



06/Jul05 Release of s106 monies for village hall. Clarification of the date that the money should be paid over is required.

6. District Councillors' Report

Written report attached.

7. Planning

7.1 Cementation Site Development

There are concerns that the current road layout (Hamstead Norreys Road) has been made dangerous as a result of changes made by the developer. There are no warning signs advising that the layout has changed and, more importantly, there is no lighting/street markings at night when visibility is poor. The Clerk will ask Cllr Webb to pursue this matter.

There will be a meeting between the Parish Council and the two developers (Miller Homes and Taylor Woodrow) on Wednesday 06 December at 10.00am.

7.2 Arena Site Development.

The new play equipment is still awaited (to be provided by Banner Homes).

7.3 Other Planning Matters

10/Sept06 Hermitage Road Safety Improvement Scheme.

The scheme is to begin January 2007. Works that were planned for autumn 2006 have been delayed. The mini-roundabout proposal near the Fox Inn has been abandoned by West Berkshire Council in the face of objections re street lighting. Mr Pearson will investigate how the funds allocated to this project can be redeployed eg a road crossing facility near the Post Office, vehicle activated speed indicators. Mr Pearson will seek more detail on the proposed 'school zone'.

06/02378/HOUSE 3 Stretcher Drive. No objections.

02418/HOUSE 7 Lipscomb Close. No objections.

06/02554/FULD Land to rear of Polperro, Hamstead Norreys Road. Objection on the grounds of: undesirable in-filling, precedent, impact on amenity in AONB, too tight for plot, massing effect on Dines Way, unsuitable access with insufficient detail, inaccurate design statement.

06/02503/HOUSE The Benhams, Yattendon Road. No objection.

06/02499/FULMAJ Former cementation site. No objection.

7.4 Case Officer's Reports in circulation

06/02015/FULD The Old Laundry

06/01796/HOUSE Elm Lea

06/02153/HOUSE Yew Tree House - withdrawn.

06/02193/HOUSE 15 Briants Piece

7.5 Formation of planning committee. This was agreed unnecessary. The Clerk will e-mail councillors with planning reference numbers as they are received. Members will then look at the plans on-line – Mr Pearson will advise the necessary links/instructions.

8. Correspondence

In circulation

Countryside Voice

Local Council Review

Local Council Review White Paper Special

Clerk & Councils Direct

Countryside Alliance

West Berkshire Council

- winter service plan 2006/07
- safer driving
- Tree Protection Orders at Hermitage Green

Other

Berkshire Association of Local Councils – Being a good councillor (core training) module 2.

West Berkshire Council - Vehicle Activated (speed) Signs. Hermitage has not been successful in its application for a sign. **Mr Pearson** will, however, investigate the possibility of funding the sign through the Hermitage Road Safety Improvement Scheme (see 10/Sept06 above).

9. Representatives' Reports

9.1 Village Hall – Dr Lawler was not in attendance to report.

9.2 Play area (*incl. inspections*)

Weekly inspections – after further discussion it was confirmed that **Mrs Willis** will design an inspection sheet. The **Clerk** will draw up a rota from January 2007. Each Council member will be responsible for undertaking an inspection on the date allocated and returning the form electronically to the Clerk to hold records.

Annual inspection – issues surrounding the RoSPA inspection remain unresolved. As the situation is unsatisfactory it was agreed an alternative inspector was the best way forward. **Mrs Willis** has identified a potential inspector and - subject to approval by the Parish Council insurers - will be asked to quote for the job. RoSPA (on an ongoing contract) will be advised once the new inspector is lined up.

18/Sept06 Electricity issues/cub hut. **Mr Pearson** will continue in his efforts to obtain information.

9.3 Footpaths – nothing to report.

9.4 Downland Youth Network. Two Parish Council representatives are required to meet with Mo Brickwood. It was agreed that **Mr Pearson** and **Mrs Pearce** were the preferred candidates as they have children of an appropriate age. **Mr Pearson** will liaise with **Mrs Pearce** accordingly.

9.5 Hermitage Primary School. New building works have started on schedule with security fencing in place and public access to the school fields temporarily prohibited. Two parent governors have been appointed and two more are required.

10. Burial Ground

08/Nov06 Preparatory landscaping. Dr Lawler was not in attendance to report.

11. Any Other Business

06/Oct06 Parish Council office storage facilities. An example of a fireproof safe was tabled. The cost was not considered exorbitant and the **Clerk** will make further investigations. The **Clerk** and **Mr Pearson** will clear out archives from The Cottage.

Date of next meetings

A schedule of meetings for 2007 was provided. The next meeting of Hermitage Parish Council will be held on:

Thursday 18 January 2007 at 7.45pm in the Adelaide Room, Holy Trinity Church

There being no further business, the Chairman closed the meeting at 9.15pm.

WEST BERKSHIRE DISTRICT COUNCILLORS REPORT NOVEMBER 2006

1. Moves to protect young people in West Berkshire from the adverse effects of alcohol, tobacco and other products are being stepped up. A report to the Council's Executive has highlighted success in efforts to stem the sale of some harmful products to minors, but advocates increased education and new targets for better protection.
Much work has already been carried out by the Council's trading standards and licensing services in collaboration with Thames Valley Police including 'test purchasing' programmes. Following strict national guidelines, these tests utilise volunteer young people in attempts to buy restricted products. Encouragingly, test purchasing of off-sales and spot checks in pubs, revealed no breaches of legislation regarding the sale of alcohol. A total of 28 attempts were made by minors to buy alcohol, and retailers refused the sale in all cases.
2. West Berkshire Council recognises the urgent need to reduce emissions of greenhouse gases, both locally and globally. This is acknowledged in the supplementary planning document Quality Design-West Berkshire. This document indicates that the Council will require high standards of energy efficiency, and the incorporation of on-site renewable energy generation, in all new developments within the District. In addition, the formation of a Cross-Party Working Group to draw up a comprehensive Climate Change Strategy to inform all aspects of the Council's activities, was adopted by Council on 26th September 2006.
3. Our vibrant village programme investing in the future of rural villages has given the post office in Chapel Row £3290 to revamp and include a tearoom.
4. The West Berkshire Council Pathways to employment Project (P2E) is celebrating the impressive achievement of putting 70 disable people into work placements and helping over 40 to find secure paid jobs employment since the scheme started in January 2005. P2E is key in the Council's drive to tackle social exclusion. It is leading by example and over 20 clients have completed work placements within a variety of departments.
5. WBC in partnership with A2 housing association and Care UK has confirmed the building of a brand new care home on Birchwood road, Newbury to be opened in 2007 'Birchwood' will be purpose built 60 bedded for frail elderly people.
6. West Berkshire Council is launching a new award scheme to provide a measure of good hygiene practices to all food businesses that have public access. The Safe Food Award which will be rolled out across the district aims to impact positively on food businesses giving recognition to their efforts while building consumer confidence and providing them with the information they seek. The scheme which has been developed by Councils across Berkshire has four levels of award; Pass, Bronze, Silver and Gold

Quentin Webb Joint Bucklebury Ward Member


18/1/07