

## HERMITAGE PARISH COUNCIL

### Minutes of the virtual meeting of Hermitage Parish Council held On Thursday 19 November 2020 at 7.30pm

- Present** Cllr R Cottingham, Cllr R Marr, Cllr S Russell, Cllr C Purchase, Cllr M Yam,  
Cllr N Burraston, Cllr A Goldsmith, Cllr I Hunter, Cllr T Moran, Cllr D Brown, Cllr F Ashwood,  
Dist Cllr G Simpson
- 2 members of the public  
In attendance Ms N Pierce (Parish Clerk)
- 01.11.20 **Public participation**  
None
- 02.11.20 **Apologies for absence**  
Dist Cllr H Cole
- 03.11.20 **Election of Vice Chair**  
Cllr Russell was elected Vice Chair. Cllr Purchase was thanked for her work as Vice Chair.
- 04.11.20 **Minutes of meeting held 15<sup>th</sup> October 2020**  
The minutes of the Parish Council meeting held of 15<sup>th</sup> October were agreed, following some minor amendments, and signed by the Chairman.
- 05.11.20 **Declarations of interest**  
None
- 06.11.20 **Matters arising from the minutes of the last meeting not referred to elsewhere**  
None
- 07.11.20 **Report of the District Councillors**  
The District Councillors provided a written report. Dist Cllr Simpson to follow up a query about the Covid dashboard report.
- 08.11.20 **Planning**
- 8.1 **New applications:**  
None
- 8.2 **Decision notices:**  
20/01933/HOUSE, 40 Hermitage Green, Hermitage RG18 9SL. Single story rear extension and associated alterations. Approved.  
20/01962/HOUSE, 49 Sandstone Grove, Hermitage RG18 9WS. Single storey rear extension. Approved.  
20/01958/HOUSE, Lothlorien, Slanting Hill, Hermitage RG18 9QG. Extension to side of house with linking extension to existing garage. Refused.  
20/02035/HOUSE Red Roof, Chapel Lane, Hermitage, RG18 9RP Addition of first floor for new bedrooms and bathroom accommodation and extension of existing garage with internal alterations. Approved.
- 8.3 Neighbourhood Development Plan & Parish Plan implementation group: Meeting minutes have been circulated.
- 8.4 Compton NDP: Cllrs agreed a very comprehensive document.

09.11.20 **Finance and report of Responsible Finance Officer**

9. Financial position as of 31 October 2020

Balance carried forward (including S106 contributions)	£ 225,084.15
Receipts to 30 October	£ 62,540.86
Payments to October	£ 46,610.55
Balance	£ 241,014.46
Plus unrepresented cheques	<u>£ 3,164.20</u>
Balance in hand	£ 244,178.66

9.1 Report of Financial Officer: accepted including change to Financial Regulations to accommodate electronic banking.

9.2 Receipts and payments for consideration November 2020

9.2.1 Sunshine Commercial Services Ltd monthly charge	£ 251.70
9.2.2 Grass maintenance/Contractor	£ 650.00
9.2.3 Cost of administration	Salary £ 687.24
9.2.4 Clerk expenses, stationery	£ 39.70
9.2.5 Roy Marr, ink	£ 32.21
9.2.6 David Brown, ink	£ 24.48
9.2.7 Your Space Self Storage, 24/10 to 09/04	£ 315.36
9.2.8 PKF Littlejohn LLP, external audit	£ 360.00
9.2.9 Hermitage Primary School, woodland lodge, NDP	£ 66.00
9.2.10 Yattendon Estates, Christmas tree delivery	£ 10.00
	Total £ 2,436.69

9.3 Direct Debits previously approved:

1&1 Ionas (web site) monthly payment £51.59

9.4 External Audit 2019-20 concluded: to be posted on noticeboards and website.

9.5 Electronic Banking: Lloyds Bank viewing rights to be limited to Finance Working Party members.

9.6: FWP: report and mid-year budget recommendations accepted including fencing spending of £7,850 (labour) and £4,656 (materials). Councillors requested to put forward projects, with costing, to enable budget proposals for 2021 – 2022 to be completed.

9.7 Grant policy: agreed. Late submissions will not be accepted. Grants made to Horticultural Society and Village Hall in 2020 may be rolled over into 2021.

10.11.20 **Burial ground**

10.1 Review of burial ground rules: agreed. Cllr Purchase to update booklet.

11.11.20 **Highways**

11.1 Replacement bus shelter: to remove shelter. Clerk to obtain quotation for removal.

11.1.2 Replacement: Cllrs to advise design elements of the bus shelter.

11.2 Speed management: Cllr Purchase provided an update. Data will be ready for December meeting.

11.3 Dropped kerb on Newbury Road: Dist Cllr Simpson to follow through with WBC.

11.4 Parking at the primary school: Clerk to write to Head to advise parking available at Village Hall; also, to consider pollution with cars parked and left running.

12.11.20 **Environment**

12.1 Playgrounds: Cllr Yam provided an update. Cllr Goldsmith has checked residents' swings in Dines Way.

12.1.2 Councillor's inspection reports: Circulated.

- 12.1.3 Annual inspection report from Wicksteed: Cllr Burraston requested copy of action plan.
- 12.2 Furze Hill: nothing to report
- 12.2.1 Recreation Ground: nothing to report
- 12.2.2 Aerial runway: Caloo Ltd quotation in the sum of £295 + vat, accepted.
- 12.2.3 Wildlife areas: Nothing to report
- 12.2.4 Footpath 18: fencing quotations for labour and materials accepted, see 9.6 above.
- 12.3 Other open spaces: Dines Way, Lipscomb Close, Charlotte Green: nothing to report.
- 12.4 Dines way: fencing quotations for labour and materials accepted, see 9.6 above.
- 12.5 Land adjacent to Pinewood Crescent: Clerk to contact Taylor Wimpey again on 30 November.
- 12.6 Defibrillator check: done.

**13.11.20 Other matters**

- 13.1 Village Hall: Toilets including flooring being completed. Fund raising event being organised. Car Park maintenance being done. Emergency exit door has been damaged.
- 13.2 Hermitage Support Group Covid 19: Cllr Purchase provided an update.
- 13.3 Hermitage Green: Dist Cllr Simpson to follow through with WBC.
- 13.4 Newbury Showground: no update.
- 13.5 Covid recovery members bid: Cllr Purchase reported a grant of £500 awarded to Hardship Fund.
- 13.6 Parish Council newsletter: newsletter and cost to print £80, agreed.

**14.11.20 Correspondence received since the last meeting not referred to elsewhere**

West Berkshire Council:

- to boost local infrastructure spending by £500,000 Newbury Michaelmas Fair 2020 is not going ahead this year due to Covid-19
  - Help for families during half-term
  - Support for West Berkshire residents during the new national restrictions scheduled for 5 November to 2 December
  - launches UK's first local Covid-19 Dashboard
  - announces library buildings to close from 5 November until 2 December in line with National Restrictions
  - Local Contact Tracing for COVID-19 launched
  - further grants available to closed West Berkshire businesses
- Police & Crime Bulletin October 2020 – Cyber resilience, reducing drug crime, support for the visually impaired and more....
- West Berkshire Heritage: What's On? in November 2020

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

**16.11.20 Items raised by Councillors (information only)**

Cllr Ashwood has bookkeeping experience.

**17.11.20 Any other items which the Chairman decides are urgent (information only)**

None

18.11.20 Part 2 Awards: Nomination to be submitted by 20 November. Clerk

**19.11.20 Date of the next meeting:**

Thursday 10<sup>th</sup> December at 7.30pm, virtual meeting

There being no further business the meeting closed at 21.28