

HERMITAGE PARISH COUNCIL

Minutes of the meeting of Hermitage Parish Council held at Adelaide Room, Holy Trinity Church, Hermitage, Berkshire RG18 9ST on Thursday 19th May 2022 at 7.30pm

Present Cllr R Cottingham, Cllr S Russell, Cllr R Marr, Cllr D Brown, Cllr A Goldsmith, Cllr E Chan,
Cllr C Purchase, Cllr T Moran, Cllr F Ashwood.

3 members of the public
In attendance Ms N Pierce (Parish Clerk)

ANNUAL MEETING OF THE COUNCIL

- 01.05.22 **Election of Chairman for forthcoming year**
Cllr Cottingham proposed Cllr Russell as Chairman, seconded by Cllr Purchase.
Unanimously agreed. No other nominations were received.
The elected Chairman signed a new Declaration of Acceptance of Office form.
- 02.05.22 **Election of Vice Chairman for forthcoming year**
Cllr Russell proposed Cllr Chan as Chairman, seconded by Cllr Cottingham.
Unanimously agreed. No other nominations were received.
The elected Chairman signed a new Declaration of Acceptance of Office form.
- 03.05.22 **Acceptance of Standing Orders**
The Standing Orders were approved following agreed changes.
- 04.05.22 **Acceptance of Financial Regulations**
The Financial Regulations were approved following agreed changes.
- 05.05.22 **Register of member's interest**
Nothing to report.

ORDINARY MEETING

- 01.05.22 **Public participation**
A member of the public spoke about a pre-planning application.
- 02.05.22 **Apologies for absence**
Dist. Cllr H Cole, Dist. Cllr G Simpson, Cllr N Burraston, Cllr M Yam.
- 03.05.22 **Minutes of meeting held on 21st April 2022**
The minutes were agreed as a correct record and signed by the Chairman.
- 04.05.22 **Minutes of the Annual Parish Assembly held on 27th April 2022**
The minutes were agreed as a correct record and signed by the Chairman.
- 05.05.22 **Declarations of interest**
None.

06.05.22 **Actions agreed and matters arising from the minute of the last meeting not referred to elsewhere**

None.

07.05.22 **Report of the District Councillor**

Dist. Cllrs' report is on the website. West Berkshire Council held its annual meeting in which the governing body were elected.

08.05.22 **Planning**

8.1 New applications:

22/01045/CERTP, 28 Fletton Link, Hermitage RG18 9WR. Formation of habitable room in loft space with front and rear Velux roof lights. No objection.

22/01190/HOUSE, 8 Lipscomb Close, Hermitage RG18 9SZ. Proposed two-storey side extension to form annexe. No objection.

8.2 Decision notices:

22/00293/HOUSE, Ardmore, Lipscomb Close, Hermitage, Thatcham RG18 9SZ
Conversion of garage into a home office. External garage door to be replaced with brick and double-glazed window, to match rest of the property. Internal door to be fitted to connect the home office with the utility room. No change to height or floor area of the property. No building works external to the existing property. No change to parking arrangements.

Approved.

8.3 Neighbourhood Development Plan: Cllr Cottingham provided a report. Minutes circulated for meetings 25th April and 4th May. NDP open day to be held on 25th June at the Woodland Lodge, Hermitage Primary School.

09.05.22 **Finance and report of Responsible Finance Officer**

9. Financial position as of 29th April 2022

Balance carried forward	
(Inc. S106 contributions)	£231,071.74
Receipts to 29 th April	£ 26,790.98
Payments to 29 th April	£ 16,220.98
Balance	£241,531.74
Plus, unrepresented cheques	£ 5,051.70
Balance in hand	£246,693.44

9.1 Report of Financial Officer: noted

9.2 Receipts and payments for consideration May 2022

9.2.1 Sunshine Commercial Services Ltd monthly charge	£	269.57
9.2.2 Grass maintenance/Contractor	£	684.10
9.2.3 Cost of administration	Salary	£ 761.41
9.2.4 Clerk expenses, subscription, stationery, and postage	£	96.26
9.2.5 Zurich Municipal, annual insurance premium	£	1,337.55
9.2.6 WBCS – donation for 4.5 visits	£	360.00
9.2.7 Cllr Moran, printing of fliers	£	62.03
9.2.8 Barlows	£	14.98
9.2.9 HALC, annual subscription fee	£	445.21
9.2.10 Cllr Cottingham, expenses	£	21.36
9.2.11 Cllr Russell, expenses	£	48.45
9.2.12 Castle Water, February to July 2022	£	93.65
9.2.13 Groundsworks UK (NDP refund)		£6,737.00

Total £10,981.02

9.3 Direct Debits previously approved:
1&1 Ionas (web site) monthly payment £ 5.99
NEST monthly payment £ 65.61
9.4 Receipts for consideration May 2022 – Metro Interest £1,
Precept payment £26,575, CCLA Interest £214.98.

10.05.22 **Burial ground**
Nothing to report.

11.05.22 **Highways**
11.1 Speeding: Cllr Purchase provided a report. Equipment insurance is in place.
Chris Genge and all helpers are thanked for their work.

12.05.22 **Environment**
Council received verbal reports or updates on the following:
12.1 Playgrounds: Cllr Russell is in contact with MUGA supplier regarding handle damage and storage request.
12.1.1 Councillor inspection reports done by Cllr Yam.
12.2 Furze Hill: Cllr Cottingham provided a report.
12.2.1 Recreation ground: nothing to report, has been spiked.
12.2.2 Tree works approved: Webb & Cook agreed; £6,780.00
12.2.3 WBCS May tasks: approved. £40 half day donation fee approved.
12.3 Other open spaces: Dines Way, Lipscomb Close, Charlotte Close; nothing to report.

13.05.22 **Other matters**
13.1 Village Hall: Cllr Marr provided a report.
13.2 Defibrillator checks: done
13.3 APA: Cllr Russell provided a report.
13.4 Platinum Jubilee celebration: Cllr Russell and Jane Staunton provided a report.
13.5 Councillor Roles: updated. To be circulated. Clerk

14.05.22 **Correspondence received since the last meeting not referred to elsewhere**
Correspondence accepted and noted.

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

16.05.22 **Items to be raised by Councillors (information only)**
Planning training evening 14th July.
Zip wire at Furze Hill may require tensioning.
Drivers needed to transfer Hermitage residents to RBH/Chieveley Surgery.

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

18.05.22 **Date of the next meeting**
Thursday 16th June at 7.30pm in the Adelaide Room, Holy Trinity Church

There being no further business the meeting closed at 21.00pm.

Signed _____ Dated _____