

HERMITAGE PARISH COUNCIL

Minutes of the meeting of Hermitage Parish Council held at Adelaide Room, Holy Trinity Church, Hermitage, Berkshire RG18 9ST on Thursday 21st July 2022 at 7.30pm

- Present** Cllr R Cottingham, Cllr S Russell, Cllr R Marr, Cllr D Brown, Cllr A Goldsmith (left at 20.03pm)
Cllr E Chan, Cllr C Purchase.
- 1 members of the public
In attendance Ms N Pierce (Parish Clerk)
- 01.07.22 **Public participation**
No verbal participation. Email circulated to Councillors before the meeting regarding planting behind the bus shelter agenda item 11.5.
- 02.07.22 **Apologies for absence**
Dist. Cllr H Cole, Dist. Cllr G Simpson, Cllr T Moran, Cllr F Ashwood, Cllr N Burraston, Cllr M Yam.
- 03.07.22 **Minutes of meeting held on 16th June 2022**
The minutes were agreed as a correct record and signed by the Chairman.
- 04.07.22 **Declarations of interest**
None.
- 05.07.22 **Actions agreed and matters arising from the minute of the last meeting not referred to elsewhere**
None.
- 06.07.22 **Report of the District Councillor**
Dist. Cllrs' report is on the website.
- 07.07.22 **Planning**
7.1 New applications:
22/01451/FULD, Marari, Pond Lane, Hermitage RG18 9RN. Replacement dwelling. Objection.
22/01476/FUL, Station House, Station Road, Hermitage RG18 9TN. Change of use of the land from coal yard to residential garden. Installation of new canopy porch, removal, and replacement of existing timber lean-to with new carport with home office. No objection.
22/01536/HOUSE, 25 Lipscomb Close, Hermitage RG18 9SZ. Two storey extension and single storey front porch. No objection.
11/01522/HOUSE, The Corner House, Yattendon Road, Hermitage RG18 9RW. Formation of new single garage with pitched roof and alteration to existing garage structure to form wider openings along with internal alteration to form annex above garage. No objection.
7.2 Decision notices:
22/01045/CERTP, 28 Fletton Link, Hermitage RG18 9WR. Formation of habitable room in loft space with front and rear velux roof lights. Approved.
22/01190/HOUSE, 8 Lipscomb Close, Hermitage RG18 9SZ. Proposed two-storey side extension to form annexe. Approved.

7.3 Neighbourhood Development Plan: Cllr Cottingham provided a report. Cllr Russell expressed disappointment that Councillors did not attend the NDP open day. The final document will need to be agreed in its entirety by all councillors. Cllr Chan to set up a collaborative document that all could use for feedback.

08.07.22 **Finance and report of Responsible Finance Officer**

8. Financial position as of 30th June 2022

Balance carried forward	
(Inc. S106 contributions)	£231,071.74
Receipts to 30 th June	£ 36,409.68
Payments to 30 th June	£ 33,084.43
Balance	£234,396.99
Plus, unrepresented cheques	£ 1,288.52
Balance in hand	£235,685.51

8.1 Report of Financial Officer: noted

8.2 Payments for consideration July 2022

8.2.1 Sunshine Commercial Services Ltd monthly charge		£ 269.57
8.2.2 Grass maintenance/Contractor		£ 669.10
8.2.3 Cost of administration	Salary	£ 719.48
8.2.4 Clerk expenses stationery, and postage		£ 8.55
8.2.5 Cllr Burraston, ink		£ 17.19
8.2.6 Cllr Moran, Jubilee flier printing		£ 50.75
8.2.7 Mrs S Disson, Jubilee expenses		£ 51.32
8.2.8 Littlethorpe, new bus shelter		£ 7,934.40
8.2.9 Volker Highways; bus shelter works		£ 2,818.02
8.2.10 Autela Payroll Services		£ 78.12
8.2.11 Ruth expenses supplies £13.38, NDP laminating £8.20		£ 21.58
8.2.12 Hermitage Primary School, Woodland lodge – NDP		£ 88.00
8.2.13 Newbury College print room – NDP		£ 91.25
8.2.14 Castle Water to 6 th June 2022		£ 40.10
8.2.15 Navigus Planning, NDP		<u>£ 1,665.00</u>
	Total	£14,522.43

8.3 Direct Debits previously approved:

1&1 Ionas (web site) monthly payment	£ 5.99
NEST monthly payment	£ 66.92

8.4 Receipts to be noted July 2022:-

Groundwork UK Grant – NDP £8,375.00

8.5 FWP report: Cllr Moran provided a report.

09.07.22 **Burial ground**

The new trees need watering and the grass at the foot of the trees needs cutting. Cllr Cottingham to advise councillors when assistance is required with watering and to speak to contractor for a quotation to cut the grass.

10.07.22 **Highways**

10.1 Speeding: Cllr Purchase provided a report. Additional expenditure for signs in the sum of £100: approved.

11.07.22 **Environment**

Council received verbal reports or updates on the following:

11.1 Playgrounds: seat in Pinewood Park damaged again and made safe.

11.1.1 Councillor inspection reports done by Cllr Yam.

11.2 Furze Hill: Cllr Cottingham provided a report. Brush cutter purchase deferred to August agenda.

11.2.1 WBCS 16th August tasks: WBCS working party tasks routinely delegated to Cllr Cottingham, Thursday Team, and advisors as appropriate.”

11.2.2 Recreation ground: mowing done around play/gym equipment. New bin purchase deferred to September agenda.

11.3 Other open spaces. Dines Way, Lipscomb Close, Charlotte Close: monument in Lipscomb Close requires cleaning. Cllr Marr to organise a small working party to assist.

11.4 Climate and biodiversity working group: Cllr Chan provided a report, initial meeting held, next meeting 3rd August 7.30pm Adelaide Room. All welcome.

Suspend standing orders from 8.44pm to 8.47pm.

11.5 Bus shelter on Hampstead Norreys Road installed. Resident behind the bus shelter would like to place trellis and planting: approved. Letter to be drafted with short agreement should work need to be done the resident will remove the trellis work. The land remains the property of West Berkshire Council under lease to Hermitage Parish Council.

12.07.22 **Other matters**

12.1 Village Hall: nothing to report.

12.2 Defibrillator checks: done.

12.3 To agree to set up a HPC twitter account: approved. To look at Instagram and other social media platforms. Cllr Chan to look at NALC social media policy and update in line with HPC requirements, agenda item for September meeting.

12.4 To agree date for Christmas tree event: provisionally 25th November or 2nd December. Expenditure in the sum of £100: approved.

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

Correspondence accepted and noted.

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

Cllrs’ Russell, Cottingham, and Chan – Climate Change Forum

Cllr Chan, Councillor Knowledge, and Core Skills training.

15.07.22 **Items to be raised by Councillors (information only)**

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

17.07.22 **Date of the next meeting**

Thursday 18th August at 7.30pm in the Adelaide Room, Holy Trinity Church

There being no further business the meeting closed at 21.08pm.

Signed _____

Dated _____