

## HERMITAGE PARISH COUNCIL

### **Minutes of the meeting of Hermitage Parish Council held at Adelaide Room, Holy Trinity Church, Hermitage, Berkshire RG18 9ST on Thursday 16<sup>th</sup> March 2023 at 7.30pm**

- Present** Cllr N Burraston, Cllr R Marr, Cllr D Brown, Cllr R Cottingham, Cllr A Goldsmith.  
2 members of the public (plus late arrival after completion of Agenda item 01.03.23)  
2 candidates for local elections  
In attendance Ms N Pierce (Parish Clerk)
- 01.03.23 **Public participation**  
Two members of the public spoke about 23/00326/HOUSE, Cornish Cottage, Priors Court Road, Hermitage, RG18 9TG. Proposed addition of first floor storey to existing chalet bungalow and widen existing access.
- 02.03.23 **Apologies for absence**  
Dist. Cllr H Cole, Dist. Cllr G Simpson, Cllr M Yam, Cllr C Purchase, Cllr T Moran, Cllr E Chan, Cllr B Jennings.
- 03.03.23 **Minutes of meeting held on 16<sup>th</sup> February 2023**  
The minutes were agreed as a correct record and signed by the Chairman.
- 04.03.23 **Declarations of interest**  
Cllr D Brown:- 23/00326/HOUSE, Cornish Cottage, Priors Court Road, Hermitage, RG18 9TG. Proposed addition of first floor storey to existing chalet bungalow and widen existing access.
- 05.03.23 **Actions agreed and matters arising from the minute of the last meeting not referred to elsewhere**  
Expenses cheque for the Vice Chair has been signed.
- 06.03.23 **Report of the District Councillor**  
Dist. Cllrs' report circulated and on the website.
- 07.03.23 **Planning**  
**7.1 New applications:**  
23/00326/HOUSE, Cornish Cottage, Priors Court Road, Hermitage, RG18 9TG.  
Proposed addition of first floor storey to existing chalet bungalow and widen existing access. No objection.  
**7.2 Decision notices:**  
22/03098/ Adelaide House, Newbury Road, Hermitage, Thatcham RG18 9TD Garage conversion with single storey extensions to the front and rear of the garage. Approved.  
**7.3 Neighbourhood Development Plan:** update. Regulation 15 passed, to go ahead with Regulation 16, this is delayed because West Berkshire District Council has first to complete the Local Plan Review submission to the Secretary of State. West Berkshire will appoint an examining company from which an examiner will be selected. Delegation of the selection to NDP steering group: approved.

08.03.23 **Finance and report of Responsible Finance Officer**

8. Financial position as of 28<sup>th</sup> February 2023

|                                       |                 |
|---------------------------------------|-----------------|
| Balance carried forward               |                 |
| (Inc. S106 contributions)             | £231,071.74     |
| Receipts to 28 <sup>th</sup> February | £ 66,565.21     |
| Payments to 28 <sup>th</sup> February | £ 84,853.59     |
| Balance                               | £212,783.36     |
| Plus, unrepresented cheques           | <u>£ 985.74</u> |
| Balance in hand                       | £213,769.10     |

**Finance and report of Responsible Finance Officer**

8.1 Report of Financial Officer: noted

8.2 Payments for consideration March 2023

|                                                                        |            |
|------------------------------------------------------------------------|------------|
| 8.2.1 Sunshine Commercial Services Ltd monthly charge                  | £ 269.57   |
| 8.2.2 Grass maintenance/Contractor                                     | £ 683.90   |
| 8.2.3 Cost of administration                                           | £ 769.40   |
| 8.2.4 Expenses, ink, postage                                           | £ 28.07    |
| 8.2.5 Grant 2023-24 – Village Hall                                     | £1,000.00  |
| 8.2.6 Grant 2023-24 – Preschool                                        | £1,355.00  |
| 8.2.7 Grant 2023-24 – Holy Trinity Church                              | £1,600.00  |
| 8.2.8 APA caterer                                                      | £ 500.00   |
| 8.2.9 Village Hall, APA Hall booking fee                               | £ 79.20    |
| 8.2.10 Gardner Leader Solicitors (Hermitage Green open space transfer) | £1,500.00  |
| 8.2.11 Navigus Planning Ltd (NDP)                                      | £1,755.00  |
| 8.2.12 C A Cook & Co                                                   | £504.00    |
| Total                                                                  | £10,044.14 |

8.3 Direct Debits previously approved:

|                                      |         |
|--------------------------------------|---------|
| 1&1 Ionas (web site) monthly payment | £ 5.99  |
| NEST monthly payment                 | £ 71.60 |

All payments approved.

8.4 Receipts to be noted February 2023:- None.

09.03.23 **Burial ground:**

- 9.1 Interment request plot 28: awaiting BALC advice. **Clerk**
- 9.2 Reservation of plots near to plot 7: letter to family 28<sup>th</sup> February.
- 9.3 Numbering of grave plots. To write to all reserved plots owners in the new part of the burial ground to advise the letter E will now follow the grave plot number. **Clerk**
- 9.4 Grave plot 101 reserved.

10.03.23 **Highways**

- 10.1 Speeding: Cllr Purchase provided an update. CSV done; battery low.
- 10.2 Speed watch signs for bins: deferred to April agenda.

**11.03.23 Environment**

Council received verbal reports or updates on the following:

11.1 Playgrounds: nothing to report.

11.1.1 Councillor inspection reports: No report this month. Cllr Brown to do inspections, clerk to send inspection report. **DB/Clerk**

11.1.2 Pinewood Park refurbishment: short survey placed on Facebook and Primary School feedback received.

11.2 Furze Hill: Cllr Cottingham provided a report.

11.2.1 Recreation Ground: nothing to report.

11.2.2. To approve the placement of scalplings at the trip hazard in front of the main pedestrian gate to the recreation ground in the sum of £220 plus vat: approved.

11.2.3 Scrub increase near the children's playground: to reduce contractor mowing to 2 strips only. Cllr Cottingham to pull parsnip: approved. **RC**

11.2.4 Swing in tree; contractor to remove: approved.

11.2.5 WBCS use of walk behind strimmer: approved.

11.3 Other open spaces: Dines Way: report received, Lipscomb Close, Charlotte Close: nothing to report.

11.4 Dines Way Energy Storage from AMP Clean Energy: a "without commitment " Letter of Authority to seek connection charge data from SSEN: approved. **Clerk**

11.5 West Berkshire Community Panel - Notification of consultation on Local Transport Plan (LTP4):

**12.03.23 Other matters**

12.1 Village Hall: new hirer at the Village Hall on Tuesday and Wednesday

12.1.1 Parking at the village hall: agreement in principle to work with trustees to improve the car park, investigate the cost of survey and plans on joint project. **RC/EC/RM/NB**

12.2 Defibrillator checks: done.

12.3 HPC logo: logo 6/9 approved.

12.4 APA 20<sup>th</sup> April: flier to be printed and distributed.

Arrange catering.

**EC/TM  
Clerk**

12.5 Potential extension of the Eling Way: paper read and noted.

**Part Two: HPC Financial and other Regulations.**

It was noted that the appropriate HPC Standing Orders had been circulated to all Members and that Councillors attention had been drawn to the requirements there of.

**Part Two: Preparing for 4th May elections.**

Councillors proposing to stand for re election were reminded of the need to complete their nomination papers and return them to WBDC Returning Officer in good time in line with the election timetable previously circulated by the Clerk.

Resolved: That by virtue of the confidential nature of the business to be transacted the press and public be excluded from the meeting during consideration of the above listed items of business under Section 2 of the Public Bodies (Admission to Meetings) Act 1960."

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

Correspondence accepted and noted.

14.03.23 **Reports from Parish Council representatives who have attended meetings of outside bodies on behalf of the council**  
Cllr Cottingham attended West Berkshire Council consultation meeting.

15.03.23 **Items to be raised by Councillors (information only)**  
Cllr Yam has resigned.  
Cllr Cottingham to apply for Grant for letter bin at Furze Hill.

16.03.23 **Any other items which the Chairman decides are urgent (information only)**  
None.

17.03.23 **Date of the next meeting**  
Wednesday 26<sup>th</sup> April at 7.00pm in the Woodland Room, Hermitage Primary School  
**Annual Parish Assembly**  
Thursday 20<sup>th</sup> April at 7.30pm for 8pm meeting, Village Hall, Hermitage  
  
There being no further business the meeting closed at 21.20pm.

Signed \_\_\_\_\_ Dated \_\_\_\_\_