

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 September 2023 at 7.30pm

Present Cllr R Cottingham, Cllr A Goldsmith, Cllr D Brown, Cllr P Turner, Cllr I Govier, Cllr R Marr,
District Cllr P Dick

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

01.09.23 Public participation
None.

02.09.23 Apologies for absence
District Cllr H Codling

03.09.23 Minutes of meeting held on 17th August 2023
The minutes were agreed as a correct record and signed by the Chairman.

04.09.23 Declarations of interest
None.

05.09.23 Actions agreed and matters arising from the minute of the last meeting not referred to elsewhere
None.

06.09.23 Reports
6.1 District Councillors
Dist. Cllr. P Dick report has been circulated.
6.2 Chairmans report:
Accepted.

07.09.23 Planning
23/01940/MDOPO, Newbury Showground, Priors Court Road, Hermitage, RG18 9QZ.
Modification of Planning obligation on Approved Application 11/01135/COMIND – To
amend some of the restrictions on letting the showground for short term uses to enable
the society (A registered Charity) to remain viable. Support.
7.2 Decision notices:
23/01421/HOUSE, 4 Rowlock Gardens, Hermitage, Thatcham, RG18 9WT Erection of two
rear dormers to the existing roof and conversion of loft space to habitable rooms. Approved.
7.3 Neighbourhood Development Plan:
Cllr Cottingham provided an update.
7.3.1 Selection of independent examiner:
HPC happy to go with WBC choice about proposals for examiner.
Clerk to confirm to WBC Clerk
To apply for a grant for examiner. RC

08.09.23 Finance and report of Responsible Finance Officer
8. Financial position as of 31st August 2023
Balance carried forward (Inc. S106 contributions) £206,814.16
Receipts to 31st August £ 73,847.23
Payments to 31st August £ 31,908.47

Balance in hand	£248,752.92
Finance and report of Responsible Finance Officer	
8.1 Report of Financial Officer: noted.	
8.2 Payments for consideration September 2023	
8.2.1 Sunshine Commercial Services Ltd monthly charge	£ 269.57
8.2.2 Grass maintenance/Contractor	£ 703.00
8.2.3 Cost of administration	£ 988.60
8.2.4 Administration expenses, postage, and gift/training, stationary	£ 28.99
8.2.5 Glasdon UK Ltd, metal bin	£ 1,052.73
8.2.6 PKF Littlejohn LLP, external audit	£ 378.00
8.2.7 Kalehurst Garden Machinery Ltd, Cobra part	£ 18.28
8.2.8 S Cripps, to lay concrete base, erect shed, scalplings for pathway	£ 3,084.00
8.2.9 Ruth Cottingham, wheel bolt for Cobra (Kalehurst)	£ 20.68
8.2.10 David Brown, A4 paper	£ 6.00
8.2.11 Royal British Legion, poppy wreath	£ 75.00
Total	£ 2,339.79
8.3 Direct Debits previously approved:	
1&1 Ionas (web site) monthly payment	£ 5.99
NEST monthly payment	£ 97.78
8.4 Receipts to be noted August 2023:-	
Burial ground	£182.00
HMRC vat return	£15,307.98
Oare common bench repair	£50.00

8.5 Internal Audit:

Tasks noted. To be prioritised at meeting Wednesday 27th September between officers and clerk.

8.6 Village Hall Grant payment badminton lines:

Chairman has not had the opportunity to discuss with Village Hall Chair.

8.7 Complaints Procedure:

Approved and signed by Chair.

09.09.23 Burial ground

Damaged burial ground sign repaired on 19th September.
Plot 8 burial 21st September. Plot 20 burial 27th September.

10.09.23 Highways

10.1 Speeds on B4009 including the Primary School:

Cllr Govier advised that WBC were looking at the issue.

Further update to be provided at October meeting. IG

Cllr Turner noted that excessive speeds (>60mph?) had been recorded on the Yattendon Road, which had the highest percentage of speeding cars.

11.09.23 Environment

Council received verbal reports or updates on the following:

11.1 Playgrounds:

Annual inspection done by Wicksteed on 19th September. Clerk to circulate report. Clerk

11.1.1 Councillor inspection reports:

Cllr Govier circulated the September report. Damage to net on Activity Trail Thursday team had not had time to repair.

To look at wire on 22nd September. RC

Giant Swing repair: Wicksteed advised to replace 6-8 matting with new matting with turf underneath to prevent slipping.

11.2 Furze Hill:

Cllr Cottingham provided a written report.

11.2.1 Recreation Ground:

Strimming done around gym equipment and a third of the pitch mowed but the remainder had not been cut according to fortnightly schedule and Cllr Goldsmith reported that it was all now too long.

To complain to SCS contractors.

Clerk

Cllr Goldsmith also noted that CAFC had been marking the pitch and claimed the substance used was hazardous (caustic) but had no warning signs and had not advised HPC. The District Councillor advised that only paint was now used. Nevertheless, it was agreed there should be warning signs on gates.

To write to CAFC about warning signs for the substance used for marking lines.

Clerk

11.2.2 Authorisation of fencing repairs.

Agreed to original scope of repairs to exclusion zone fence at Furze Hill and in fence in Pinewood Playground: £500 for labour and £250 for materials excluding vat; approved. Contractor had however indicated that further fence posts required replacing and a separate quote for labour would be required.

Authorise repairs and request additional quote

Clerk

11.3 Other open spaces: Lipscomb Close, Charlotte Close and Dines Way

Nothing to report.

11.4 Battery Box. For Dines Way green

HPC noted that AMP did not seem keen so agreed not to proceed further.

Cllr Goldsmith to draft a response to last email for clerk to send

AG/Clerk

12.09.23 Other matters

12.1 Village Hall:

Quotation for extending the car park received for £10,000 for 14 extra spaces (those on original planning app alongside drive), decided to hold for the moment.

12.2 Defibrillator checks:

Done.

12.3 Consultation on West Berkshire draft ROWIP:

(deadline 14th November) All councillors allocated a section to report back at October meeting.

All

13.09.23 Correspondence received since the last meeting not referred to elsewhere

Correspondence noted.

Part Two – Complaint

Complaint process has been paused by WBC.

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

Cllr Cottingham attended Climate Forum and Nature Recovery Strategy for Berkshire briefing.

15.09.23 Items to be raised by Councillors (information only)

Dangerous use of Electric Scooters by minors on VH drive has been noted. A message would be placed in Pathfinder.

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

None.

17.09.23 Date of the next meeting

Thursday 19th October at 7.30pm in the Adelaide Room, Holy Trinity Church, Hermitage. There being no further business the meeting closed at 20.45.

Signed _____ Dated _____