

**HERMITAGE PARISH COUNCIL**  
**Minutes of the meeting of Hermitage Parish Council held at**  
**Adelaide Room, Holy Trinity Church, Hermitage, Berkshire RG18 9ST**  
**on Thursday 18<sup>th</sup> January 2024 at 7.30pm**

Present Cllr R Cottingham, Cllr D Brown, Cllr I Govier, Cllr R Marr, Cllr A Goldsmith, Ms N Pierce (clerk).

**01.01.24 Public participation**

None. One member of the public came to observe the meeting.

**02.01.24 Apologies for absence**

District Cllr H Codling, Cllr P Turner, Cllr P Turner.

**03.01.24 Minutes of meeting held on 14<sup>th</sup> December 2023**

The minutes were agreed as a correct record and signed by the Chairman.

**04.01.24 Declarations of interest**

None.

**05.01.24 Actions agreed and matters arising from the minutes of the last meeting not referred to elsewhere.**

**Ongoing actions**

11.5 Playground quotations to be obtained by Clerk and Cllr Goldsmith.  
Cllr Govier meeting with Berkshire Youth on 18<sup>th</sup> December.

**06.01.24 Reports**

**6.1 District Councillors**

Dist. Cllr. P Dick & Dist. Cllr. H Codling. Reports for December were previously circulated. Next report January/February 2024.

**6.2 Chairman's report**

Noted. Discussed as appropriate under other Agenda items. Copy appended. Cllr Brown raised a question about improvements to the Website, Cllr Cottingham to provide details of Cold Ash PC contact details.

**07.01.24 Planning**

**7.1 New Applications.**

23/02899 conservation work in Furze Hill Woods.

No objection.

**7.2 Decision notices:**

23/02585/COND SITE: Land at End Of, Charlotte Close, Hermitage, Thatcham

Approval of details reserved by Conditions (3) District Licence and (4) District Licence Mitigation of approved application 22/01607/NONMAT, added to planning permission 20/00912/FULEXT: Application for a Non-Material Amendment Following a Grant of Planning Permission 20/00912/FULEXT - Erection of 16 dwellings and associated landscape and highway works. Amendments: Amend Conditions 8 (bats and newts licenses) and 9 (newts' mitigation).  
Approved.

23/02183/HOUSE Erynwood, Hampstead Norreys Road, Hermitage, Thatcham RG18 9RS. Proposed single storey side extension to create family room and shower room. Approved.

23/02255/HOUSE 27 Lipscomb Close, Hermitage, Thatcham, RG18 9SZ. Demolition of existing single skin front porch and erecting of double height, double glazed glass porch. Approved.

23/02824/TPW Tree Works Application, Ash die back Furze Hill Wildlife Site, Hermitage.

Approved.

**7.3 Neighbourhood Development Plan**

Cllr Cottingham provided an update: see also appended report. West Berkshire Council to hold a special meeting on 20<sup>th</sup> February when the Hermitage NDP will be considered.

## 08.01.24 Finance and report of Responsible Finance Officer

### Financial position as of 30<sup>th</sup> December 2023

Balance carried forward (Inc. S106 contributions)	£206,814.16
Receipts to 30 <sup>th</sup> December	£90,564.57
Authorised Payments to 30 <sup>th</sup> December	£58,007.60
Payment not processed by 30 <sup>th</sup> December	£0.00
Balance in hand (total)	£239,371.13

### 8.1 Report of Financial Officer (Clerk's report)

Noted. No comments or questions.

### 8.2 Payments for consideration January 2024

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	£1,035.00
8.2.4	Administration expenses, 2024 diary, ink	£52.07
8.2.5	Tactical Management Ltd, dog bins	£32.64
8.2.6	Autela Payroll Servies (October to December)	£80.36
8.2.7	WBC, grounds maintenance	£603.00
8.2.8	HMRC income tax and NI	£602.00
8.2.9	Navigus Planning, NDP	£585.00
Total	All approved and to be entered and endorsed on-line.	£3,962.64

### 8.3 Direct Debits previously approved

Noted.

1&1 Ionos (website) monthly payment	£5.99
NEST monthly payment	£104.02

### 8.4 Receipts December 2023

Noted.

Burial Ground, memorial headstone (interment of ashes) inscription	£61.00
Burial Ground, memorial headstone (burial) inscription	£65.00

### 8.5 Budget 2024/25

Budget approved.

### 8.6 Precept 2024-25

Precept approved in the sum of £62,990.

### 8.7 Grants 2024-25

Two grant requests received and awarded as noted:-

Hermitage Village Hall £800: Sound system (£600) and chairs (£200)

Hermitage Holy Trinity Church £800: Church-stained glass window renovation, it was agreed not to award a grant to Pathfinder magazine.

## 9.01.24 Burial ground

Discussion around placing burial ground plans on the website, to place both phase 1 & 2 and the interment of ashes area on website, together with an overview map of the burial ground.

**CLlr Marr/CLlr Cottingham**

## 10.01.24 Highways

Thames water have taken 6 months to resolve a leak on the high street. To refer this to Cllr Codling and Cllr Dick.

**CLlr Cottingham**

**11.01.24 Environment**

**11.1 Playgrounds**

Cllr Govier had circulated the latest inspection report. Nothing new of note.

The net had not yet been replaced. Action ongoing

**Clerk**

Cllr Cottingham to liaise with Paul Hendry regarding minor repair work guidance. **Cllr Cottingham**

**11.2 Furze Hill**

Fencing repair to take place week commencing 22<sup>nd</sup> January.

**11.2.1 Recreation Ground**

Fencing repair to take place week commencing 22<sup>nd</sup> January.

**11.3 Other open spaces**

Nothing to report on Dines Way, Lipscomb Close, Charlotte Close.

**11.4 Land Transfers**

No significant progress per clerk's report.

**11.5 Battery Box Dines Way**

It is noted recommencing arrangements for public consultation were not discussed because it was less than 6 months since it was agreed not to pursue further. To place on March agenda.

**11.6 To consider moving all dog and litter bin collections from WBC to Tactical Management from 1 April 2024.**

Approved, subject to confirmation that arrangements would be made to advise Tactical reporting arrangements so as no increase in clerk's work.

**12.01.24 Other matters**

**12.1 Village Hall**

It was reported the village hall is proposing to extend the car park, by placing tarmac on the existing car park to extend available spaces to the left-hand side of the car park and it is considering a private car park notice. Cllr Cottingham to contact chair. **Cllr Cottingham**

**12.2 Defibrillator checks**

Done.

**12.3 Website update.**

No update, to add to February agenda.

**13.01.24 Correspondence received since the last meeting not referred to elsewhere.**

Correspondence noted on agenda.

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

Cllr Govier met with Berkshire Youth, they have agreed to attend the February PC meeting to speak with HPC, to add to February agenda.

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

Cllr Govier raised concerns about the cold temperature in the Adelaide Room. Clerk to liaise with the church warden. **Clerk**

Cllr P Turner resigned on 18<sup>th</sup> January.

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

None.

**17.01.24 Date of the next meeting**

Thursday 15<sup>th</sup> February at 7.30pm in the Adelaide Room, Holy Trinity Church, Hermitage.

There being no further business the meeting closed at 21:17.

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

## **Appendices**

Chairman's Report