

HERMITAGE PARISH COUNCIL
Minutes of the meeting of Hermitage Parish Council held at
Adelaide Room, Holy Trinity Church, Hermitage, Berkshire RG18 9ST
on Thursday 15th February 2024 at 7.30pm

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

01.02.24 Public participation

Three members of the public came to observe the meeting.

02.02.24 Apologies for absence

None.

03.02.24 Minutes of meeting held on 18th January 2024.

The minutes were agreed as a correct record and signed by the Chairman. Cllr Govier wanted to note a formal complaint that minute record 8.7 is not a correct record of agreement made.

04.02.24 Declarations of interest

None.

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

06.02.24 Reports

6.1 District Councillors

Dist. Cllr. P Dick & Dist. Cllr. H Codling. Reports for January were previously circulated. Cllr Dick has had a discussion with the Chief Police Commissioner about speeding on the B40009.

6.2 Chairman's report

Noted. Discussed as appropriate under other Agenda items. Copy appended. Complaint made to WBC regarding the non-emptying of dog bins, emptying date moved to Wednesday.

07.02.24 Planning

7.1 New Applications.

24/00064/HOUSE 5 Woodside Drive, Hermitage, Thattham, RG18 9QD. Single storey side addition with ancillary internal alterations creating new utility and pantry. No comment.

24/00093/HOUSE 16 Lipscomb Close, Hermitage, RG18 9SZ. Single storey extension to side of the property. No comment.

24/00111/HOUSE, Clairewood, Hampstead Norreys Road, Hermitage, Thattham RG18 9RZ Demolition of existing conservatory, utility room and front bay window. Rear and side/front extensions and new roof with dormer windows to allow for increased living space. Solar panels to front elevations. No comment.

7.2 Decision notices:

23/02273/HOUSE Fir Tree Cottage, High Street, Hermitage, Thattham RG18 9SR. Proposed front/side porch. Approved.

23/02899/TPW - Tree Works Application - Furze Hill Wildlife Site, Hermitage. Approved.

22/03032/FUL Replacement of Existing Buildings with 2 no. Commercial Buildings Providing 5 no. Units for Use Class E(g) and B8 together with the relocation of an access and provision of car parking Windmill Farm, Yattendon Road, Hermitage, Thattham RG18 9XP. Approved.

23/02521/HOUSE Fairlight, High Street, Hermitage, Thattham. Withdrawn as requested.

23/02767/HOUSE Chapel Farm, Pond Lane, Hermitage, Thattham RG18 9RN. Add dormer between two roofs and widen front dormer. Approved.

7.3 Neighbourhood Development Plan

CLlr Cottingham provided an update.

7.3.1 To approve the rescheduling of the Decision Statement by West Berkshire Council until 27 March 2024, or any agreed date. Approved.

08.02.24 Finance and report of Responsible Finance Officer

Financial position as of 31st January 2024

Balance carried forward (Inc. S106 contributions)	£206,814.16
Receipts to 31 st January	£90,841.36
Authorised Payments to 31 st January	£62,080.25
Payment not processed by 31 st January	£602.00
Balance in hand (total)	£236,177.27

8.1 Report of Financial Officer (Clerk's report)

Noted. No comments or questions.

8.2 Payments for consideration February 2024

Approved.

8.2.1	Sunshine Commercial Services Ltd monthly charge	£269.57
8.2.2	Grass maintenance/Contractor	£713.00
8.2.3	Cost of administration	£1,035.00
8.2.4	Tactical Management Ltd, dog bins	£64.44
8.2.5	David Brown, ink	£68.99
8.2.6	Ruth Cottingham, NDP laminating pouches, ink	£20.49
8.2.7	Barlow and Sons (Hermitage) Ltd, fencing materials (3 inv)	£1,031.55
8.2.8	Cripps Fencing Services	£1,740.00
Total	All approved and to be entered and endorsed on-line.	£4,943.04

8.3 Direct Debits previously approved

Noted.

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

8.4 Receipts January 2024

Noted.

CCLA Interest	£276.79
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8.5 Removal of former councillor as Lloyds and Metro signatories

Approved.

9.02.24 Burial ground

Memorial stone inscription request, plot 352: Approved.

10.02.24 Highways

Thames water have taken 6 months to resolve a leak on the high street, now resolved.

11.02.24 Environment

11.1 Playgrounds

11.1.1 Councillor inspection reports

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

CLlr Govier has been in contact with two Playground maintenance companies, verbal quotation of £75 to visit and inspect, and then to provide a quotation. **CLlr Govier**

11.1.2 To consider using a contractor for minor playground repairs

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

11.2 Furze Hill

Thursday team made safe a tree on the stile of footpath 18.

11.2.1 Recreation Ground

A new 3ft gate is required. To obtain price from Barlows.

Cllr Cottingham

11.2.2 WBCS February tasks

Task list distributed, quote required to remove trees to allow coppice tree to grow.

Clerk/Cllr Cottingham

11.3 Other open spaces

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

11.4 Land Transfers

Cllr Codling to follow through with WBC regarding transfer of Hermitage Green play area.

12.02.24 Other matters

12.1 Village Hall

Arranging for chairs to be cleaned. Cllr Govier gave a talk about Youth Club.

12.2 Defibrillator checks

Done.

12.3 Website update.

No update, to remove from Agenda until ready to progress.

12.4 Annual Parish Assembly (APA) Thursday 25th April.

To invite Sarah Morton, The Downland Practice to speak at the APA.

Cllr Brown

To invite Kerrie Hiscock, Berkshire Youth to speak at the APA.

Cllr Govier

To contact Jane Staunton regarding catering.

Cllr Cottingham

12.5 Berkshire Youth

Kerrie Hiscock, Youth development and communication engagement lead gave a talk about the support Berkshire Youth could provide HPC with the set up and running of a Youth club in the village.

13.02.24 Policy review

13.1 Code of Conduct: Approved.

13.2 Disaster recovery plan: To review and circulate to all Cllrs.

Cllr Brown

13.3 Information and Data Protection: To review and circulate to all Cllrs.

Cllr Govier

13.4 General Privacy Notice: To review and circulate to all Cllrs.

Cllr Marr

14.02.24 Correspondence received since the last meeting not referred to elsewhere.

Correspondence noted on agenda.

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

None.

16.02.24 Items to be raised by Councillors (information only)

Cllr Govier raised the issue of a past Cllr posting as HPC on Facebook site.

Cllr Dick provided an update about the traveller site north of the bridge (adjacent Parish)

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

None.

To exclude the press and the public from the meeting because of confidential nature of the following items:-

Part Two – Complaint – Cllr Cottingham provided an update. To add to March agenda.

Part Two – 3 Councillor co options – Vanessa Burgess, Nick Brett, Jo Schedler; Co-options approved.

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 following item(s) of business under Section 2 of the Public Bodies (Admission to Meetings) Act 1960.”

18.02.24 Date of the next meeting

Thursday 21st March at 7.30pm in the Adelaide Room, Holy Trinity Church, Hermitage.
There being no further business the meeting closed at 21:03.

Signed _____ Dated _____

Appendices

Chairman’s Report