

**HERMITAGE PARISH COUNCIL**

Clerk to the Council: Ms N Pierce  
Farm Gate, High Street, Chieveley  
Berkshire RG20 8TA  
Email: [hermitagepc@outlook.com](mailto:hermitagepc@outlook.com)

**Members of Hermitage Parish Council are summoned to attend a  
Meeting of Hermitage Parish Council  
The Adelaide Room, Holy Trinity Church, Hermitage  
Thursday 18<sup>th</sup> December 2025 at 7.30pm**

**AGENDA**

**1 Public participation**

Council meetings are not a forum for public engagement (special meetings may be arranged if required) but HPC welcomes residents to express their views and oversee council operations. The first 10 minutes of the meeting are reserved for this purpose. Anyone wishing to speak should please advise the Clerk of the subject at least 48 hours before the meeting. Councillors may ask for further information but otherwise cannot respond directly; written responses to questions may be supplied where appropriate.

**2 Apologies for absence**

Cllr Heather Codling

**3 Minutes of the Parish Council meetings held on 20<sup>th</sup> November**

To be agreed as a correct record and signed by the Chairman.

**3.1 Actions and matters arising from minutes not referred to elsewhere.**

**4 Declarations of interest**

Members are reminded to declare any interest on any item on this agenda at this point or at any point during the meeting in accordance with Hermitage Parish Council's Code of Conduct.

**5 District Councillors' Reports and Information from West Berkshire Council**

Reports circulated for information and questions.

**6 Planning**

**6.1 New applications**

To agree responses to the following applications.

25/02640/HOUSE, The Stumps, Doctors Lane, Hermitage, Thatcham RG18 9TA. Proposed erection of a detached garage.

25/02698/HOUSE, 3 Blake Road, Hermitage, Thatcham, RG18 9WN. Single storey link to existing garage, conversion of garage to habitable room, utility room and storage.

25/02690/HOUSE, Oare Farmhouse, Oare, Hermitage, Thatcham, RG18 9SD. Extensions, alterations and conversion of outbuildings to habitable use.

**6.2 Decision notices**

25/02216/HOUSE, Long Barn, Yattendon Road, Hermitage, Thatcham RG18 9RQ. Proposed side dormers including velux windows and internal alterations. WBC approved.

25/02107/COND, 1 Longworthy, Newbury Road, Hermitage, Thatcham. Application for approval of details reserved by conditions 3 (Materials) 9 (CMS) 12 (Remediation) 17 (Air Source Heat Pump details) 18 (Dust) 20 (Soft and Hard Landscaping) of approved 24/01920/FUL. WBC approves in part and refuses in part.

**6.3 Sign on the verge outside The Fox public house**

To decide whether to take action.

## **7 Finance**

See also Clerk and RFO's report

### **7.1 Payments for consideration December 2025**

To review and approve items of expenditure and note regular payments

### **7.2 Receipts (to note)**

None.

### **7.3 Receipts and Payments to date**

1. To review 2025/26 receipts and payments/budget to date
2. To approve retaining the £40,000 held in the Lloyds deposit account (maturity date 24<sup>th</sup> December) for a further 3 months.

### **7.4 Budget 2026-27**

Review of current draft budget

## **8 Administrative matters**

1. To approve updated Financial Regulations and new IT policy (AG)
2. To approve Business Risk Assessment and Schedule (NP)
3. Website. To agree on organisation to contract for transfer to gov.uk (AG)
4. Councillor Roles (AG)
5. Feedback/ lessons learned - Christmas Tree event 5th December

## **9 Burial Ground**

Nothing to report

## **10 Highways**

1. To receive/ discuss update on road safety/ parking near Hermitage School (PD)
2. Tree on the pavement opposite the Post Office (NP)

## **11 HPC properties**

Council to receive reports or updates on the following:

### **11.1 Trees**

To note progress on required works (RC)

### **11.2 Playgrounds**

1. To receive inspection reports  
Furze Hill (VB) Hermitage Green (DB) Pinewood Park (RC)
2. To discuss approach to Community led Pinewood Park offer

### **11.3 Furze Hill & Recreation Ground**

To note vandalism and incidents

### **11.4 Other open spaces**

Dines Way (AG), Lipscomb Close (DB), Charlotte Close (DB)

### **11.5 Land off Pinewood Crescent**

To discuss progressing consultation with residents (RC)

## **12 Other matters**

Council to receive reports or updates on the following:

### **12.1 Defibrillator**

1. Checks

### **12.2 Action Log review**

Confirm progress on Actions not already discussed.

**13 Other correspondence received**

Councillors to advise if they want to see any of the items listed separately.

**14 Reports on meetings of outside bodies**

1. Showground (DB)
2. Online Climate Change Forum (RC)

**15 Any other business (information only)**

**16 Date of the next meeting**

Thursday 15<sup>th</sup> January 2026, 7.30pm in the Adelaide Room, Holy Trinity Church.

Nicky Pierce

Parish Clerk

12<sup>th</sup> December 2025