

HERMITAGE PARISH COUNCIL

Clerk to the Council: Ms N Pierce
Farm Gate, High Street, Chieveley
Berkshire RG20 8TA
Email: 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 22nd January 2026 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 M Foster

3 Minutes of the Parish Council meetings held on 18th December 2025

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

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

None.

6.2 Decision notices

25/02587/HOUSE, 9 Kiln Close, Hermitage, Thatcham, RG18 9TQ. Demolition of existing conservatory and erection of a new single-storey extension. WBC approved.

25/02699/CERTP, 3 Blake Road Hermitage Thatcham RG18 9WN. Insertion of roof lights to convert attic space. WBC refused.

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

7 Finance

See also Clerk and RFO's report

7.1 Payments for consideration January 2026

To review and approve items of expenditure and note regular payments

7.2 Receipts (to note)

Pension refund £55.65, Lloyd's deposit account interest £139.62

7.3 Receipts and Payments to date

To review 2025/26 receipts and payments/budget to date

7.4 Report from FWP

To note contents and agree approach to any recommendations

7.5 Budget 2026-27

To approve budget or agree required revisions

7.6 Precept 2026-27

To set Precept for the year 2026-27

7.7 Grants 2026-27

To review grant applications received

To agree on future approach to grants, e.g. whether to allow late submissions or have a second exercise.

7.8 Internal Auditor

To agree instruction of internal auditors Heelis & Lodge for 2025-26 audit

8 Administrative matters

1. To approve new IT policy (VB)
2. To approve Business Risk Assessment and Schedule (NP)
3. To review policy and procedures schedule (NP)

8.1 Website

1. Update progress with Parish Online for transfer to gov.uk (NP)
2. To discuss set up of working party for decisions outside of meetings
3. To discuss photograph competition for homepage header image
4. To agree prize amount for winning photograph

9 Burial Ground

Nothing to report

10 Highways

1. To receive/ discuss update on road safety/ parking near Hermitage School (PD)
2. Update re tree on the pavement opposite the Post Office (NP)
3. To document new salt bin at Wellhouse Lane/Marlston Road junction

10.1 Proposed 20 mph speed limits

To discuss and agree a formal response to WBC

11 HPC properties

Council to receive reports or updates on the following:

11.1 Playgrounds

Furze Hill (VB) Hermitage Green (DB) Pinewood Park (AG)

11.2 Furze Hill & Recreation Ground (RC)

11.3 Other open spaces

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

11.4 Land off Pinewood Crescent

To discuss progressing consultation with residents (RC)

12 Other matters

12.1 Village Hall

Report from January meeting (VB)

12.2 Defibrillator

To note Checks performed

12.3 Action Log review

Confirm progress on Actions not already discussed

12.4 To discuss options for financial support to Downland Practice

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

15 Any other business (information only)

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.”

16 Part 2: Consideration of Clerk’s annual appraisal and workload management

17 Date of the next meeting

Thursday 19th February 2026, 7.30pm in the Adelaide Room, Holy Trinity Church

Nicky Pierce
Parish Clerk
16th January 2026