

## HERMITAGE PARISH COUNCIL

### Minutes of the meeting of Hermitage Parish Council held at Adelaide Room, Holy Trinity Church, Hermitage, Berkshire RG18 9ST on Thursday 12<sup>th</sup> April 2018 at 7.30pm

- Present** Cllr R Cottingham, Cllr S Russell, Cllr R Marr, Cllr D Brown, Cllr A Goldsmith(7.49pm), Cllr N Burraston, Cllr I Hunter, Cllr O Cronk, Cllr C Purchase, Dist Cllr Q Webb (7.30pm-8.59pm)
- No members of the public
- In attendance Ms N Pierce (Parish Clerk)
- 01.04.18 **Public participation**  
None
- 02.04.18 **Apologies for absence**  
District Councillor G Pask.
- 03.04.18 **Minutes of meeting held on 15<sup>th</sup> March 2018**  
The minutes were agreed as a correct record and signed by the Chairman.
- 04.04.18 **Declarations of interest**  
**None**
- 05.04.18 **Matters arising from the minutes of the last meeting not referred to elsewhere**  
None
- 06.04.18 **Report of the District Councillor**  
93% of West Berkshire children have received their first choice of school.
- 07.04.18 **Planning**  
7.1 New applications:  
18/00475/HOUSE 8 Rowlock Gardens, Hermitage, RG18 9WT Single storey rear conservatory. Case Officer Lesley Humphries, 03/05/2018. No objection.  
17/03290/OUTMAJ Outline application for demolition of farmyard buildings, retention of The Old Farmhouse and the erection of up to 21 new dwellings, improved vehicular access off Newbury Road, car parking, public open space and landscaping. Matters to be considered – Access. Case Officer Bob Dray, 20/04/2018. No objection.  
17/03334/FULD 4 High Street, Hermitage. Matters to be considered-revised parking plans. Objection.
- 7.2 Decision notes:  
None
- 08.04.18 **Report of Responsible Financial Officer, cheque signing and financials**  
8. Financial position as at 27<sup>th</sup> March 2018
- |                                    |                 |
|------------------------------------|-----------------|
| Balance carried forward            |                 |
| (including S106 contributions)     | £258,739.62     |
| Receipts to 27 <sup>th</sup> March | £ 608.22        |
| Payments to 27 <sup>th</sup> March | £ 19,433.49     |
| Less unrepresented cheques         | £ <u>281.00</u> |

Balance in hand		£239,633.40
8.1. Payments approved April 2018		
8.1.1 Sunshine Commercial Services Ltd	£	220.44
8.1.2 Grass maintenance/Contractor	£	703.00
8.1.3 Cost of administration	Sal & exp	£ 528.31
8.1.4 HMRC	paye	£ 124.93
8.1.5 Jane Staunton – APA Catering	£	504.00
8.1.6 Grant payment 2017/18 – Hermitage Pre School	£	750.00
8.1.7 Grant payment 2017/18 – Hermitage Holy Trinity Ch	£	750.00
8.1.8 Grant payment 2017/18 – Hermitage Scouts	£	1000.00
8.1.9 Village Hall Hire - Annual Parish Assembly	£	84.50
8.1.10 Ruth Cottingham, salt/salt bin £80.35, salt coll £3.60,£ planning training parking £2.00.		85.95
8.1.11 Sue Russell mileage planning training, bank meetings£ 22 miles @ 45p per mile		9.90
8.1.12 Michael Cairns Tree Surgery	£	870.00
8.1.13 WBC annual recharge (dog bins/litter bins)	£	365.78
8.1.14 Zurich Municipal Annual Insurance	£	1,733.37
8.1.15 Barlow and Sons, Larch for bus shelter/nails	£	14.35
8.1.16 APA speaker’s expenses	£	13.50*
8.1.17 Newbury College – APA fliers	£	66.40
	Total	<b>£ 7,824.43</b>

\*Payment of £13.50 APA speaker mileage expenses agreed during the meeting.

8.2 Bank Account reconciliation for the year end to be signed at the May meeting.

8.3 The sum of £250,000 was transferred from the deposit account to the Lloyds treasurers account (current) account on 6<sup>th</sup> March. £85,000 was transferred to the Newbury Building Society. The following cheques are still to be processed, Metro Bank £45,000, Local Authorities Property Fund £25,000. The Public Works Loan Board balance at 31<sup>st</sup> March stands at £226,827.33, with 22 years remaining.

8.4 Signage for Pinewood Park/MUGA approved in the sum of £577 + VAT. Unanimously agreed.

8.5 Finance Working Party advised cheque reconciliation effected, all in order.

09.04.18 **Burial ground**

A vehicle was driven into the burial ground to affect works. Clerk to write to Funeral directors to advise all vehicles to be parked outside of the burial ground gates.

10.04.18 **Highways**

10.1 New bus shelter: correspondence sent to Externiture Ltd on 7<sup>th</sup> March. Awaiting response. To communicate again with Externiture Ltd to advise a response is urgently required. Parish Clerk.

10.2 Repair work at bus shelter on Hampstead Norreys Road carried out. Further damage has been done since the repair was made.

11.04.18 **Environment**

11.1 Recreation ground; nothing to report.

11.2 Furze Hill: the deceased oak has been converted to logs, there may be enough sound trunk left to make seats for preschool woodland classroom. An alder and silver birch fallen

into paths have been cleared away. Rotten posts in the exclusion zone will be propped up. Bus shelter opposite the school has been mended. Felling of an ash tree and parts of a hazel stool has been reported to the police. Suggested tasks for April 24<sup>th</sup>; extend protection for recently coppiced hazels in the exclusion zone, renovate dead hedge where posts have rotted, bramble bashing to west of recreation ground and meadow, weed free hedge, log relocation.

11.3 Cllr Burraston carried out March playground inspections. Cllr Cottingham to carry out April inspection.

11.4 MUGA planning documents to be collated and forwarded to planning office. Cllr Brown expressed concerns about the MUGA groundworks. Contractor to be asked to visit and review groundworks. Cllr Russell.

11.4.1. Muga and recreation ground policy. Further work to be done. Enquiries are to be made about the possibility of asking commercial users to make voluntary donations.

**12.04.18 Non-environmental matters**

12.1 Social media: Further web training done.

12.2 Village Hall; AGM 5<sup>th</sup> April. John Lawler has stepped down as chairman. Margaret Roberts is the new chairman. Children's parties increasing. 7 weddings booked for forthcoming months. Grundon to carry out refuse collection. Carpenter to do window sills and door. 1<sup>st</sup> stage electrics for the small hall have been done. Plasterer to be sought. A quiz will be held on 5<sup>th</sup> May in memory of Mr Richard Lightowler.

12.3 Annual Parish Assembly is on 19<sup>th</sup> April 2018. APA fliers were distributed, to be delivered to all residents over the weekend 14/15<sup>th</sup> April.

PART TWO – Village hall drain cover.

**13.04.18 Correspondence received since the last meeting not referred to elsewhere**

Gary Lugg responded to HPC letter requesting West Berkshire Council develop a co-ordinated traffic plan encompassing all of the proposed new housing developments in south Hermitage. A reply will be sent.

**14.04.18 Reports from parish council representatives who have attended meetings of outside bodies on behalf of the council**

Chairman attended SERCAF meeting.

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

The lime tree in the High Street beyond the shop on the right hand side is taking the pathway and pedestrians have to walk into the road to get past. Clerk to deal with.

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

None

**17.04.18 Date of the next meeting**

Thursday 17<sup>th</sup> May 2018 at 7.30pm at the Adelaide Room, Holy Trinity Church, Hermitage, Berkshire RG18 9ST.

There being no further business the meeting closed at 21.39 pm.

Signed \_\_\_\_\_

Dated \_\_\_\_\_