

HERMITAGE PARISH COUNCIL

Minutes of the meeting of Hermitage Parish Council held at Adelaide Room, Holy Trinity Church, Hermitage, Berkshire RG18 9ST on Thursday 17th May 2018 at 7.30pm

- Present** Cllr R Cottingham, Cllr S Russell, Cllr R Marr, Cllr D Brown, Cllr A Goldsmith(8.01pm), Cllr O Cronk, Dist Cllr Q Webb.
- 3 members of the public
- In attendance Ms N Pierce (Parish Clerk)
- 01.05.18 **Public participation**
One member of the public expressed numerous concerns with regard to The Lawrence Building proposed development. One member of the public pointed out the developer of All our own had applied to have the crown of the Oak in Dines Way lifted.
- 02.05.18 **Apologies for absence**
District Councillor G Pask, Cllr N Burraston, Cllr I Hunter, Cllr C Purchase.
- 03.05.18 **Election of Chairman for forthcoming year.**
Cllr Russell proposed Cllr Cottingham as Chairman, seconded by Cllr Marr. Unanimously agreed. One nomination was made for Cllr Russell to stand for Chairman. The elected Chairman signed a new Declaration of Acceptance of Office form.
- 04.05.18 **Election of Vice Chairman for forthcoming year.**
Cllr Cottingham proposed Cllr Russell as Vice Chairman, seconded by Cllr Brown. Unanimously agreed. No other nominations were received. The elected Vice Chairman signed a new Declaration of Acceptance of Office form.
- 05.05.18 **Minutes of meeting held on 12th April 2018**
The minutes were agreed as a correct record and signed by the Chairman.
- 06.05.18 **Minutes of the Annual Parish Assembly held on 19th April.**
The minutes were agreed as a correct record and signed by the Chairman, after amendment made to 08.04.18, Horticultural Society crossed through.
- 07.05.18 **Declarations of interest**
Ruth Cottingham declared an interest 18/00833/FULD Lawrence Building, Newbury Road.
- 08.05.18 **Matters arising from the Annual Parish Assembly.**
Two people signed for Defibrillator training. Two people expressed an interest in the Neighbourhood Development Plan.
- 09.05.18 **Matters arising from the minutes of the last meeting not referred to elsewhere**
None
- 10.05.18 **Report of the District Councillor**

The Corporate Director looking after children services and adult social care has left. West Berkshire Council is appointing a Deputy Chief Executive and there is a change in the structure of adult social services. Dissatisfaction with the £50 permit for green bins was expressed by some Councillors.

11.05.18 **Planning**

11.1 New applications:

18/00833/FULD Lawrence Building, Newbury Road, Hermitage, RG18 9TD.
Demolish garage and erect convenience store with 4 x apartments above and erect 4 dwellings. Objection

18/01017/COMIND Hermitage Village Hall, Pinewood Crescent, Hermitage RG18 9WL.
Erection of free standing heavy duty multi use games area (MUGA) 19mx31m floor area, 3m high on 3 sides, 4m high on side facing village hall. No external lighting on site.
Installation of zip wire and gym equipment. Recreation ground adjacent to Hermitage Village Hall. Support

18/00859/FULD Site of Former All Our Own, Deacons Lane, Hermitage. Demolition of existing building and garage and erection of 2 detached houses. Case officer Isabel Oettinger 17/05/2018. Objection

18/00927/HOUSE Oakwood , Slanting Hill, Hermitage. Proposed rear/side conservatory. Case officer Lesley Humphries 23/05/2018. No objection

18/01034/PASSHE 11 Stretcher Drive, Hermitage. Single storey extension with roof lights and flat roof. 4m from rear wall x 2.690m maximum height x 2.390 at eaves. No comment
17/01144/FULEXT Land at the end of Charlotte Close, APPEAL reference APP/W0340/W/18/3200575, appeal start date 10th May 2018. All representations to be received no later than 6 weeks from 10th May 2018. Objection

11.2 Decision notices:

18/00294/HOUSE Sleepers Gate, Yattendon Road
Two storey side and single storey front porch extensions plus refurbishment of external façade and new brick boundary wall. Approved

18/00475/HOUSE 8 Rowlock Gardens, Hermitage, RG18 9WT Single storey rear conservatory. Approved

17/03334/FULD 4 High Street, Hermitage, demolition of outbuildings and erection of 1 x two bedroom, 2 x three bedroom dwellings and associated works. Refused

17/03290/OUTMAJ Land at the Old Farmhouse Approved

18/00668/LBC2 Foxglove Barn, Wellhouse Lane, Eling, Hermitage. To convert the existing loft space to form habitable room with a timber window to each of the side elevations and a roof window facing into the courtyard. Approved

11.3 Clerk to write to WBC to request CIL payment arising from development in the village.

11.4 Decision made to request dropped kerb south of Marlston Road exit.

12.05.18 **Report of Responsible Financial Officer, cheque signing and financials**

12. Financial position as at 30th April 2018

Balance carried forward	
(including S106 contributions)	£239,914.35
Receipts to 30 th April	£ .50
Payments to 30 th April	£ 16,250.80
Less unrepresented cheques	<u>£ 79.90</u>
Balance in hand	£223,584.15

12.1. Payments for consideration May 2018		
12.1.1 Sunshine Commercial Services Ltd	£	238.40
12.1.2 Grass maintenance/Contractor	£	605.50
12.1.3 Cost of administration	salary & exps	£ 557.62
12.1.4 HMRC	paye	£ 124.93
12.1.5 Barlow and Sons, wire nails £6.54, wire mesh £22.36	£	28.90
12.1.6 WBCS volunteers for 4 visits 2018/19	£	300.00
12.1.7 Cllr Cottingham APA expenses and EAP mileage	£	55.71
12.1.8 Microsoft Office 365 Home annual subscription	£	79.99
12.1.9 PIG Grant 2017/18	£	500.00
12.1.10 Cllr Brown mileage/training 30 miles @ 45p per mile	£	13.50
12.1.11 BALC subs and NALC levy £486.08. GDPR training £51.60	£	537.68
12.1.12 Cllr Russell, Data Protection/IOS subscription	£	35.00
	Total	£ 3,077.23

12.2 Bank Account reconciliation, Annual Governance Statement and Accounting Statements for 2017/18 were signed.

12.3 Internal audit meetings took place during May, report by end of June.

12.4 Clerk contract notice period amended to 3 months. Unanimously agreed.

12.5 Finance Working Party is updating the risk register and associated documents.

13.05.18 **Burial ground**

A new ledger has been added to a grave. One grave has had the headstone removed for inscription, the ground has sunk. Clerk to liaise with funeral directors.

14.05.18 **Highways**

14.1 New bus shelter: Onsite meeting to be arranged with Externiture Ltd, West Berkshire Council and Hermitage Parish Council in June. Clerk.

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

15.05.18 **Environment**

15.1 Recreation ground: has been mown.

15.2 Furze Hill: WBCS bashed brambles and Thursday gang installed woodland classroom which is already in use.

Quote for replacing rotten posts with metal posts in exclusion fence awaited. Replacement of short stretch of rabbit fence on south of recreation ground scheduled for June 21st.

15.3 Cllr Cottingham carried out May playground inspections. Cllr Brown to carry out June inspection. Need to add MUGA and new equipment to checklist. Cllr Russell/Clerk.

15.4 The contractor has replaced a section of the MUGA groundwork.

15.4.1. MUGA and recreation ground policy is with BALC.

15.5. The defibrillator at The White Horse has been officially photographed.

15.6 Cllr Ian Hunter declaration of interest, new governor of Hermitage Primary School, was received in the 12th April meeting.

15.7 Parking at the school. Nothing to report, potential to park at the village hall.

15.8 Holy Trinity Church – Love Hermitage Day 30th June. To obtain more detail. Cllr Cottingham.

- 16.05.18 **Non-environmental matters**
16.1 Social media: nothing to report.
16.2 Village Hall: Slimming World club has left, CCTV cameras to be fitted. Carpentry done, frames and sills are in. Applying for a grant for further works including fencing.
16.3 The Parish Council is now registered with the Office of Information Commissioner.
16.4 A GDPR briefing was provided by Cllr Brown.
- 17.05.18 **Correspondence received since the last meeting not referred to elsewhere**
WBC responded to letter re a co-ordinated traffic plan for all new developments. HPC to reply reaffirming the need to work with Highways Department on this matter.
- 18.05.18 **Reports from parish council representatives who have attended meetings of outside bodies on behalf of the council**
None
- 19.05.18 **Items to be raised by Councillors (information only)**
- 20.05.18 **Any other items which the Chairman decides are urgent (information only)**
Lime tree blocking pavement: Clerk to suggest complainant contacts WBC directly.
- 21.05.18 **Date of the next meeting**
Thursday 21st June 2018 at 7.30pm at the Adelaide Room, Holy Trinity Church, Hermitage, Berkshire RG18 9ST.

There being no further business the meeting closed at 21.25 pm.

Signed _____ Dated _____