

HERMITAGE PARISH COUNCIL

Minutes of the meeting of Hermitage Parish Council held at Adelaide Room, Holy Trinity Church, Hermitage, Berkshire RG18 9ST on Thursday 19th July 2018 at 8pm

- Present** Cllr R Cottingham, Cllr R Marr, Cllr D Brown, Cllr I Hunter, Cllr S Russell, Dist Cllr Q Webb
2 members of the public
In attendance Ms N Pierce (Parish Clerk)
- 01.07.18 **Public participation**
None
- 02.07.18 **Apologies for absence**
District Councillor G Pask, Cllr O Cronk, Cllr C Purchase, Cllr N Burraston, Cllr A Goldsmith
- 03.07.18 **Minutes of meeting held on 21st June 2018**
The minutes were agreed as a correct record and signed by the Chairman.
- 04.07.18 **Declarations of interest**
None
- 05.07.18 **Matters arising from the minutes of the last meeting not referred to elsewhere**
None
- 06.07.18 **Report of the District Councillor**
Corporate Director of community has left; the post is being advertised, now combined with Deputy Chief Executive role.
A new 210 intake Primary school is scheduled for Newbury college site, opening 2019/20.
There will be a new road to link with Sandleford.
West Berkshire Council had an Ofsted and a Quality Care; SEND (Special Educational Needs and Disabilities) review. Report very positive; high levels of service and good joint commissioning.
Signage covered by vegetation in West Berkshire has been reported significantly across the area.
- 07.07.18 **Planning**
7.1 New applications:
18/01352/HOUSE Mr Farmer 11 Stretcher Drive, Hermitage RG18 9WQ. Proposed 4m single storey extension to rear with roof lights and flat roof. No objection.
but request parking is addressed.
18/01535/FUL Eling Estate Office, The Timber Yard, Wellhouse, Hermitage RG18 9UF.
Single storey extension to the existing Estate Office. No objection.
7.2 Decision notices:
18/00859/FULD Site Of Former All Our Own, Deacons Lane, Hermitage. Demolition of existing building and garage and erection of 2 detached houses. Refused.
7.3 Land off Charlotte Close. Vegetation clearance on the CALA site precipitated residents' concerns, which could have been avoided if CALA had informed West Berkshire and Hermitage Parish in a timely manner.

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

8. Financial position as at 28th June 2018

Balance carried forward (including S106 contributions)	£245,387.93
Receipts to 28 th June	£ 27,949.48
Payments to 28 th June	£ 2,009.26
Less unrepresented cheques	<u>£ 9,644.60</u>
Balance in hand	£261,683.55

*£27,949.48 VAT reclaim, £125.00 burial ground

8.1. Receipts and payments for consideration July 2018

8.1.1 Sunshine Commercial Services Ltd	£ 238.40
8.1.2 Grass maintenance/Contractor	£ 605.50
8.1.3 Cost of administration	Sal & exp £515.78
8.1.4 HMRC	paye £ 124.93
8.1.5 Michael Cairns Tree Surgery & Garden services	£ 420.00
8.1.6 Cripps Fencing, supply/erect 2.4mts fence posts	£ 1,350.00
8.1.7 Michelle Hillman, internal auditor	£ 350.00
8.1.8 Ruth Cottingham mileage LCA 12 miles @45p, parking £2.70	£ 8.10
8.1.9 Barlow and Sons (Hermitage) Ltd	£ 9.98
8.1.10 Your Space Self Storage Ltd	£ 315.36
	Total £ 3,938.05

8.2 CCLA investment: to invest in property, 5-10 years, risk up to 5%. Payment in the sum of £350.00 to the financial advisor. Unanimously agreed.

8.3.1 Clerk to await HMRC password and key PAYE up to date.

8.3.2 Clerk to liaise with Cold Ash PC to determine cost of outsourcing PAYE and pension.

8.4 Three grant applications were at least partially refused: erecting a new WW I memorial because the Parish Council does not have the power to do so, a contribution to the completion of the small hall to the Village Hall because the Parish Council has already made a grant of £250,000 for the construction, a decision on a contribution towards a new projector for the Horticultural Society was postponed because it was suggested the PC could share the projector for viewing planning applications.

8.5 Parish Plan progress report: appendix 1.

8.6 The bank account reconciliation to 28th June was approved and duly signed.

8.7 Internal check list of minutes, invoices, bank statements followed.

VAT repayment of £27,824 has been received. Metro Bank; all cash is currently in a community instant access deposit account paying 0.35%. It should be in a community fixed term deposit account paying 1.05%. To transfer: Clerk to arrange transfer of funds from community instant access account to community fixed term deposit account. The current account balance is nil. FWP needs to consider transferring some of Lloyds funds into a Lloyds deposit account.

09.07.18 **Burial ground**

Hermitage burial ground and memorial stone Rules and Charges previously adopted, were signed.

10.07.18 **Highways**

10.1 New bus shelter: to be moved further back after September 2018.

10.2 Repair work at bus shelter on Hampstead Norreys Road carried out. Further damage reported since the repair was made. Two more slats have been put in.

11.07.18 Environment

- 11.1 Recreation ground: rabbits making bigger holes along the drainage runs.
- 11.2 Furze Hill: front fencing and replacement rabbit fencing near the children's playground are in place. A site visit with the contractor about the exclusion fence is due this week.
- 11.3 Cllr Cottingham carried out July playground, MUGA and new equipment inspections. Cllr Russell to carry out August inspection.
- 11.4 MUGA and recreation ground policy is with BALC.

12.07.18 Non-environmental matters

- 12.1 Social media: nothing to report.
- 12.2 Village Hall: quotes still being sought for plastering, to seek further grant support.
- 12.3 Adoption of telephone kiosk at the Fox, Hermitage. To reach an agreement by email, subject to receiving information from BT. Unanimously agreed.
- 12.4 A detailed proposal regarding the suggested transfer of Hermitage Green open space to be available by August meeting.

13.07.18 Correspondence received since the last meeting not referred to elsewhere

Police and Crime Commissioner Newsletter

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

Cllr Russell and Cllr Cottingham attended a Landscape Character Assessment workshop

15.07.18 Items to be raised by Councillors (information only)

None

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

None

17.07.18 Date of the next meeting

Thursday 16th August 2018 at 7.30pm at the Adelaide Room, Holy Trinity Church, Hermitage, Berkshire RG18 9ST.

There being no further business the meeting closed at 21.04pm.

Signed _____

Dated _____