

HERMITAGE PARISH COUNCIL

Minutes of the meeting of Hermitage Parish Council held at Adelaide Room, Holy Trinity Church, Hermitage, Berkshire RG18 9ST on Thursday 16th August 2018 at 8pm

- Present** Cllr R Cottingham, Cllr D Brown, Cllr S Russell, Dist Cllr Q Webb, Cllr O Cronk, Cllr C Purchase, Cllr N Burraston, Cllr A Goldsmith (7.30-8.30)
- 2 members of the public
- In attendance Ms N Pierce (Parish Clerk)
- 01.08.18 **Public participation**
A member of the public outlined the new plans for Greenwood.
- 02.08.18 **Apologies for absence**
District Councillor G Pask, Cllr R Marr, Cllr I Hunter
- 03.08.18 **Minutes of meeting held on 19th July 2018**
The minutes were agreed as a correct record and signed by the Chairman.
- 04.08.18 **Declarations of interest**
None
- 05.08.18 **Matters arising from the minutes of the last meeting not referred to elsewhere**
None It was confirmed that a site meeting at footpath 18 had taken place with a fencing contractor.
- 06.08.18 **Report of the District Councillor**
Nothing significant to report. A separate planning application will be submitted for advertising and signage at the proposed Co-op. War memorial - separate area for additional names is not unusual. Ownership of Hermitage Green raised. Cllr Webb advised this will take time. WBC has now taken over management of open areas in Blake Road.
- 07.08.18 **Planning**
- 7.1 New applications:**
18/01869/House Greenwood, High Street, Hermitage RG18 9SS. Removal of existing annexe/garage and erection of side extension. Including alterations to the existing dwelling
No objection.
- 7.2 Decision notices:**
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.
Approved.
- 18/01017/COMIND Hermitage Village Hall, Pinewood Crescent, Hermitage RG18 9WL.
Erection of free-standing heavy duty multi use games area (MUGA). No external lighting on site. Installation of zip wire and gym equipment. Recreation ground adjacent to Hermitage Village Hall.
Approved.
- 7.3 Letter received from Mark Edwards. HPC to draft response.

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

8. Financial position as at 1st August 2018

Balance carried forward	
(including S106 contributions)	£271,328.15
Receipts to 1 st August (£60.00 burial ground)	£ 60.00
Payments to 1 st August	£ 10,983.46
Less unrepresented cheques	<u>£ 2,599.19</u>
Balance in hand	£257,805.50

Finance and report of Responsible Finance Officer

8.1. Receipts and payments for consideration August 2018:

8.1.1 Sunshine Commercial Services Ltd	£	238.40
8.1.2 Grass maintenance/Contractor	£	817.50
8.1.3 Cost of administration	Sal & exp	£ 543.68
8.1.4 HMRC	paye	£ 124.93
8.1.5 Ruth Cottingham, stamps £4.02, ink £17.74	£	21.76
8.1.6 Hermitage Village Hall drain cover	£	291.00
8.1.7 Sue Russell, ink cartridges 29.99, mileage 37@45p	£	46.64
8.1.8 Barlow and sons, exterior wood screws	£	10.82
8.1.9 Charles Gilchrist, MUGA screening design	£	100.00
Total	£	2,194.73

8.2 Real time HMRC in progress. Outsourcing paye to be reconsidered at a later date.

8.3 Fixed Asset register unanimously agreed. Appendix 1.

8.4 James Ryan Thornhill report accepted. Clerk to forward £25,000 to CCLA.

09.08.18 **Burial ground**

Burial ground file back-up done. To update website with burial ground information.

10.08.18 **Highways**

10.1 Letter to Paul Goddard, with some additions, agreed.

10.2 Two new dog bins agreed. Clerk to arrange.

10.3 To instruct DAC Beachcroft to instigate legal proceedings to recover monies for bus shelter. No cost to Hermitage Parish Council. Unanimously agreed.

10.4 Active Travel Route (ATR): responsibility with WBC, HPC responsible for signage, to proceed. Unanimously agreed.

11.08.18 **Environment**

11.1 Recreation ground: mowed and looking greener.

11.2 Furze Hill: 17 WBCS volunteers brush cut and scythed and raked large areas of the meadow and the larder. The Thursday Team has done much path widening along with WBCS.

11.3 Cllr Russell carried out August playground, MUGA and new equipment inspections. Cllr Burraston to carry out September inspection.

11.4 MUGA and recreation ground policy is with BALC. Repair to MUGA ground damage £358 + vat, agreed. A management plan for the hedge is needed within 6 months. C Gilchrist will provide for £100, agreed.

11.5 Tree survey quotation of £495 fixed fee - Venners Arboriculture: agreed.

Cllr Burraston to draft a letter to WBC re Station Road tree survey.

- 12.08.18 **Non-environmental matters**
12.1 Social media: nothing to report.
12.2 Village Hall: letter to village hall and payment of £291 for 50% of drain cover. Matter closed.
12.3 Adoption of telephone kiosk at the Fox, Hermitage. The phone kiosk will not be adopted. Agreed.
12.4 Purchase of projector, £499 incl vat unanimously agreed.
12.5 Councillors need to remember that emails should only contain copy that they are prepared to speak in person.
- 13.08.18 **Correspondence received since the last meeting not referred to elsewhere**
The Road Club 20th Anniversary summer drive at Yattendon on Sunday 13th August 2018
Police Open Day at Sulhamstead on Saturday 18th August 2018
- 14.08.18 **Reports from parish council representatives who have attended meetings of outside bodies on behalf of the council**
Cllr Purchase attended Speed Indicator Device (SID) training
- 15.08.18 **Items to be raised by Councillors (information only)**
Swap Shop cancelled due to Community Furniture Project being unable to participate
- 16.08.18 **Any other items which the Chairman decides are urgent (information only)**
None
- 17.08.18 **Date of the next meeting**
Thursday 20th September 2018 at 7.30pm at the Adelaide Room, Holy Trinity Church, Hermitage, Berkshire RG18 9ST.

There being no further business the meeting closed at 21.19pm.

Signed _____ Dated _____