

HERMITAGE PARISH COUNCIL

Minutes of the meeting of Hermitage Parish Council held at Adelaide Room, Holy Trinity Church, Hermitage, Berkshire RG18 9ST on Thursday 11th April at 7.30pm

Present Cllr R Cottingham, Cllr D Brown, Cllr R Marr, Cllr S Russell, Cllr C Purchase, Cllr A Goldsmith(20.06pm – 21.18pm), Cllr O Cronk

1 member of the public

In attendance Ms N Pierce (Parish Clerk)

01.04.19 **Public participation**

One member of the public attended to speak about the Exton House/Warwick House planning application.

02.04.19 **Apologies for absence**

Dist Cllr G Pask, Dist Cllr Q Webb, Cllr N Burraston, Cllr I Hunter

03.04.19 **Minutes of meeting held on 21st March 2019**

The minutes were agreed as a correct record and signed by the Chairman.

04.04.19 **Declarations of interest**

None

05.04.19 **Matters arising from the minutes of the last meeting not referred to elsewhere**

None

06.04.19 **Report of the District Councillor**

None

07.04.19 **Planning**

7.1 New applications:

19/00356/FUL. Exton House and Warwick House, Deacons Lane, Hermitage RG18 9RH. The addition of single storey conservatory to existing houses. Objection.

7.2 Decision notices:

18/03360/HOUSE. Anwyn, Hampstead Norreys Road, Hermitage, RG18 9RZ. Single storey rear extension to create enlarged dining utility room with internal alterations and enlargement of existing roof lights and addition of window to bedroom. Approved.

7.3 19/00029/FULD Lawrence Building– The planning officer will bear in mind matters raised by HPC in particular deliveries and school bus times. The shop front in respect of signage and lighting will be part of an advertisement consent application so comments from the Parish can be made on that when submitted.

7.4 West Berkshire Council has approved the application to designate Hermitage as a Neighbourhood development plan area.

7.5 PIG (plan implementation group) held a litter pick in March, 12 volunteers attended.

08.04.19 **Report of Responsible Finance Officer, cheque signing and financials**

8.1 Report of RFO

Financial position as at 29th March 2019

Balance carried forward

(including S106 contributions)

£264,840.28

Receipts to 29th March

£ 0

Payments to 29 th March	£ 10,457.43
Bank account balance to 29 th March	£254,382.85
Less unrepresented cheques	£ 5,501.46
Balance in hand	£248,881.39

8.2 Receipts and payments for consideration March 2019

8.2.1 Sunshine Commercial Services Ltd monthly charge	£ 238.40	
8.2.2 Grass maintenance/Contractor	£ 637.50	
8.2.3 Cost of administration	Sal & exp	£ 564.77
8.2.4 HMRC	paye	£ 124.93
8.2.5 Jane Staunton – APA Catering	£ 450.00	
8.2.6 Grant payment 2019/20 – Hermitage Village Hall	£ 1,500.00	
8.2.7 Grant payment 2019/20 – Hermitage Pre School	£ 725.00	
8.2.8 Grant payment 2019/20 – Hermitage Holy Trinity Ch	£ 1,085.00	
8.2.9 Grant payment 2019/20 – Hermitage Scouts	£ 1,000.00	
8.2.10 Grant payment 2019/20 – Hermitage Horticultural Society	£ 180.00	
8.2.11 Village Hall hire	£ 90.78	
8.2.12 West Berkshire Council annual recharge for grounds m	£ 355.78	
8.2.13 Barlow and Sons (Hermitage) Ltd, rabbit spiral	£ 5.64	
8.2.14 Newbury College – APA/NDP fliers	£ 75.50	
8.2.15 Information Commissioner, data protection subscription renewal	£ 40.00	
	Total	£ 7,073.19

8.3 Direct Debits previously approved:

PWLB payment debit from Lloyds treasurers account 24th April £8,225.27

The PWLB balance with 21 years remaining is £219,580.68

1&1 Ionas (web site) monthly payment by direct debit on 19th March £5.99

8.4 Bank account reconciliation to 29th March 2019 to be approved at May meeting.

8.5 FWP recommends rollover of proceeds of original Metro fixed term community account expires 25th May into new one paying 1.4%. Unanimously agreed.

8.6 CIL reporting: clerk to return form for CIL payments; ongoing procedure to be agreed.

09.04.19 **Burial ground**

Burial Ground booklet (draft) presented by Cllr Marr.

A burial is to take place in the burial ground Tuesday 16th April.

An application for a memorial over cremated remains is expected.

10.04.19 **Highways**

10.1 Potential extinguishment of public footpaths and bridleways: response received from PROW on 26th March. Clerk to follow through to ensure remedial works done.

10.2 Active Travel Route report: work is expected to start before the end of April.

10.2.1 Active Travel route maintenance: a meeting is to be arranged about volunteers maintaining the vegetation. WBC is responsible for looking after the ATR. It was suggested that HPC continues to look after the vegetation while WBC looks after the surface in the stretch it owns. Unanimously agreed.

10.3 SID (speed indicator device): report received from Cllr Purchase.

11.04.19 **Environment**

11.1 Recreation ground. The old rabbit fence has been tidied down.

11.2 Furze Hill: the Thursday team will make a safe route to the ponds in preparation for the WBCS works on 23rd April.

11.2.1 WBCS April tasks: clear arisings from SSE tree works in the exclusion zone to enable the construction of log piles and dead hedges and checking for invasive scrub around and alien species within the ponds as recommended in the management plan.

11.3 Cllr Cottingham to carry out the Play areas including MUGA inspection checklists, and defibrillator check in May. Wicksteed carried out the playground inspections on 4th April, report awaited.

12.04.19 **Policy Reviews**

12.1 Disaster recovery plan, underway.

12.2 Investment and fraud policies, outstanding

12.3 Equal opportunity policy, outstanding

12.4 Harassment and bullying at work, Cllr Goldsmith's proposed changes to be considered

12.5 Financial regulations, under review

12.6 Complaints policy, under review

It is expected to adopt all policies at the May meeting.

13.04.19 **Non-environmental matters**

13.1 Village hall: the recent AGM was not well attended by members of the public. The village hall has joined the West Berkshire lottery.

13.2 Annual Parish Assembly 18th April 2019: fliers were distributed to councillors to deliver to all residents of Hermitage.

13.3 Parish and Council Elections – Thursday 2nd May 2019. The Hermitage parish is uncontested, 10 councillors elected.

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

West Berkshire Council: Council supports Great British Spring Clean

West Berkshire Council: First draw for the West Berkshire Lottery this weekend!

Padworth recycling centre: pilot scheme 1st April to 30th September 2019

Email from Richard Benyon MP: 'Beyond the front door' follow up

Thames Water: promoting their priority services

Libraries message of the month April 2019

St Andrews, Pangbourne – national hockey success

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

Cllr Cottingham attend the Clairewood site meeting and the Eastern Area Planning meeting.

Cllr Brown attended the Richard Benyon MP: Loneliness and Isolation Conference

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

An agreement has been signed by BALC and HALC for the provision of services to BALC members. A training program is being drawn up for June onwards. It is intended that 2 locations in Berkshire will be used.

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

18.04.19 **Date of the next meeting**

Thursday 16th May 2019 at 7.30pm at the Adelaide Room, Holy Trinity Church, Hermitage, Berkshire RG18 9ST

There being no further business the meeting closed at 21.18pm.

Signed _____

Dated _____