

## HERMITAGE PARISH COUNCIL

### MINUTES OF THE MEETINGS HELD ON MAY 16<sup>th</sup> 2013.

Present.

Ms R. Cottingham Chairman,  
Mr D. Brown, Mr R. Burgess, Mrs M. Goodman, Mrs F. Groves, Dr J. Lawler,  
Dr M. Kerry, Mr R. Marr, Mr B. Willis, Mrs K. Willis.

There were no members of the public present.

### THE ANNUAL MEETING OF THE COUNCIL.

Ms R. Cottingham opened the meeting.

**1. The Election of the Chairman for the coming year.**

It was proposed by Mrs Goodman and seconded by Mrs Groves that Ms Cottingham be elected Chairman for the coming year. The proposal was approved and Ms Cottingham was elected Chairman for the coming year.

Ms Cottingham then signed the Declaration of Acceptance of Office.

**2. Apologies for absence.**

There were apologies for absence from Mr Pask and Mr Webb.

**3. The election of the Vice Chairman for the coming year.**

It was proposed by Mrs Groves and seconded by Ms Cottingham that Mrs Goodman be elected Vice-Chairman for the coming year. The proposal was approved and Mrs Goodman was elected Vice-chairman for the coming year.

**4. The Appointment of Representatives to Outside Bodies.**

The following appointments were made.

Hermitage Village Hall Management Committee.	Mr R. Burgess
Hermitage Pre School	Dr M. Kerry.
Hermitage School	Dr M. Kerry.
Neighbourhood Action Group	Mrs Groves.
	Ms Cottingham
BAYCP	Mrs Willis
Village Vision Group	Mrs Goodman

**5. Standing Orders and Financial Regulations.**

The Standing Orders and Financial Regulations were approved in their present form.

**6. Registers of Member's Interests.**

Members are reminded to make sure their Register is up to date.

## THE ORDINARY MEETING OF THE COUNCIL.

### 7 Public Forum.

There were no members of the public present.

### 8 Minutes of the last meeting held on April 18<sup>th</sup> 2013.

The minutes had been circulated were agreed as correct and signed by the Chairman.

### 9 Matters arising from the minutes of the last meeting not referred to elsewhere.

Minute 149.

- i Village Vision.  
The first draft is complete and grants are being sought to help with the presentation.
- ii A.P.A.  
There has been a response from WBC about broadband coverage. If appropriate coverage is not achieved then the Council will have the money contributed for the project refunded.

### 10 The report from the West Berkshire Councillor.

Apologies had been received from Mr Pask and Mr Webb.

### 11 Planning.

#### Appeal

12/02655/COMIND

Unit 3, Red Shute Hill.

Change of use to skip facility

**The Appeal will be determined on the basis of written representations.**

Representations by May 29<sup>th</sup> to the planning Inspectorate.

#### Adjoining Parishes.

13/00663/FULD

Fifield farm, Marlston Hermitage.

Barn conversion to a dwelling.

**No objections**

13/00870/FUL

Black & White Garage, Hermitage Road.

Two new blocks of garages

**No objections**

13/00981/FUL

Red Shute Mill, Red Shute Hill.

Storage of hazardous substances.

**No objections**

#### Additional /amended plans.

13/00642/OUTD

Land North of Tumbleweed, Hermitage.

Reduction in height of front elevation plan

**The amendments were noted.**

### 12 Burial Ground.

#### Matters arising from the minutes of the last meeting

Minute 152.

- i Sign board.  
The board has been delivered and quotes are being sought for installation.

- ii Memorial applications.  
Council reviewed the three applications.  
It was decided –
  - I Not to allow the design incorporating a bookmark .
  - ii To allow the application for a cross in line with the Burial Ground rules, which limit the size of such a design.
  - iii To ask the Stonemasons to make sure the headstone complies with the sizes in the Burial Ground rules.

### 13 Finance.

- i Receipts.
 

WBC	Precept 50%	£22,250.85
WBC	Land commuted sum	£225,878.02
- ii Payments approved.
 

Contractors	Maintenance	£469.16
Zurich Insurance	Premium 13 / 14	£1,055.69
Pitmans	Professional fees	£3,951.52
Jane Staunton	APA catering	£324.00
HMRC	PAYE	£128.00
T.Stares	Internal audit	£255.00
Hermitage Horticultural Society	Grant	£250.00
Hermitage School PTA	Grant	£500.00
Holy Trinity Church	Grant	£1,000.00
Hermitage Village Hall	Grant	£500.00
Hermitage Pre-School	Grant	£1,447.85
C.W.Goudge	Salary & exes	£444.23
- iii Other matters.
  - i The Statement of Receipts & Payments for the year to March 31st was noted.
  - ii The Internal Auditor's report on the Annual accounts was noted.
  - ii The Annual Return for the Council was approved.

### 14 Highways

#### Matters arising from the minutes of the last meeting.

Minute 154.

- i Proposed cycle track.  
No further comments.
- ii Thames Water & SSE roadworks.  
It was reported that the mistakes and oversights caused by these Contractors had been mostly corrected.
- iii Parish road conditions.  
There has been no feedback from Parishioners as to specific locations with map indications.

### 15 Environment.

#### Matters arising from the minutes of the last meeting.

Minute 155.

- i New Village hall.
  - i Land acquisition.  
The at Furze Hill land has been transferred to the ownership of this Council.

- ii Funding.  
This is now ongoing.
  - iii Lease of land to the new Village Hall.  
Solicitors will be consulted for advice on the outline proposals.
- ii Woodland and pitch management.  
It was decided to request ISS to continue with their contract to maintain the pitch for the time being. ISS will also empty the bins.  
It was suggested that the VHMC should take over the management of the pitch in due course.  
It was decided to book two slots for meadow maintenance.  
It was decided to allocate a budget of £800 for a risk survey, and to ask for a quarterly inspection.  
It was decided to ask Mr Lawrence to clear the soakaway in area 7 for an estimated cost of up to £50.
- iii Pinewood play area.  
It was decided to ask the contractors who carry out the playground risk assessment to extend their survey to cover the woodland.
- iv Allotments.  
Nothing further.

**16 Correspondence received since the last meeting not referred to elsewhere.**

Clerks & Councils Direct – newsmag.  
CPRE – Improve travel choices where you live.  
Upstream – newsmag from WBCS.

**17 Items to be raised by Councillors.**

There is serious concern over parking by Contractor's vehicles at Furze Hill.  
It was decided to write to Taylor Wimpey and insist that the gate is shut after a vehicle's access and that failure to keep to this will result in the Council withdrawing permission to use the land for parking.

The idea that the Centenary books should be sent to the Berkshire Records Office needs more consideration. There will be plenty of storage area in the new Village hall and thus available easily for the Parish. It was decided not to send the books to the Record Office for the moment.

**18 Date of the next meeting.**

**Thursday June 21<sup>st</sup> at 7.30pm in the Adelaide Room, Holy Trinity Church.**