

**HERMITAGE PARISH COUNCIL**  
**Minutes of the meeting of Hermitage Parish Council held at**  
**Adelaide Room, Holy Trinity Church, Hermitage, Berkshire RG18 9ST**  
**on Thursday 17<sup>th</sup> October at 7.30pm**

Present: Cllr R Cottingham, Cllr I Govier, Cllr D Brown, Cllr J Rigby, Cllr A Goldsmith, Ms N Pierce (clerk), Cllr H Codling (19.37-20.30pm).

**01.10.24 Public participation**  
None.

**02.10.24 Apologies for absence**  
Cllr. P Dick, Cllr. N Brett. Cllr. V Burgess, Cllr. C Montague.

**03.10.24 Minutes of meeting held on 19<sup>th</sup> September 2024.**  
The minutes were agreed as a correct record and signed by the Chairman.

**04.10.24 Declarations of interest**  
None.

**05.10.24 Actions agreed and matters arising from the minutes of the last meeting not referred to elsewhere and actions list**  
None.

**06.10.24 Reports**  
**6.1 District Councillors**  
Cllr. P Dick & Cllr. H Codling. Report received.  
**6.2 Chairman's report**  
Noted.

**07.10.24 Planning**  
**7.1 New Applications:**  
**7.1 New applications:**  
24/10920/FUL, 1 Longworthy, Newbury Road, Hermitage, Thatcham RG18 9TB. Demolition of timber bungalow and garage, erection of new self-build detached dwelling and garage. No objection.  
24/01430/PACOU, Boars Hole Farm, Marlston Hermitage, Thatcham, RG18 9UB. Application to determine if prior approval is required for a Proposed: change of use of a barn on the site from its current agricultural use to a commercial/storage/distribution/business (Class B8/Class E) use. No objection.  
24/01744 HOUSE, Fairlight High Street, Hermitage, Thatcham, RG18 9ST. Lean to extension to garage. No objection.  
**7.2 Decision notices:**  
24/01430/PACOU, Boars Hole Farm, Marlston Hermitage, Thatcham, RG18 9UB. Application to determine if prior approval is required for a Proposed: change of use of a barn on the site from its current agricultural use to a commercial/storage/distribution/business (Class B8/Class E) use. Withdrawn.  
24/01152/HOUSE, The Coppice, High Street, Hermitage, Thatcham RG18 9SR. Single storey extension and partial demolition with internal alterations and erection of a car port and entrance gates. WBC approved.

24/01712/COND, Hazeldene, Deacons Lane, Hermitage, Thatcham. Approval of details reserved by Condition (4) SuDS of approved application 23/02605/FUL: Construction of a replacement dwelling with associated landscaping works. WBC approved.

24/01606/HOUSE, 33 Lipscomb Close, Hermitage, Thatcham, RG18 9SZ. Extend and infill front porch. WBC approved.

24/01285/FUL, The Cabin, High Street, Hermitage, Thatcham RG18 9SR. Erection of replacement two-storey dwelling following the demolition of an existing bungalow.

WBC approved.

### 7.3 Continuing applications:

23/00815/FUL Land South of Sandhill Hampstead Norreys Road Hermitage Thatcham RG18 9XU. 24-page officers report received. On site meeting on 21<sup>st</sup> October. Western committee meeting 23<sup>rd</sup> August Cllr Cottingham attending.

## 08.10.24 Finance and report of Responsible Finance Officer

### Financial position as of 30<sup>th</sup> September 2024

Balance carried forward (Inc. S106 contributions)	£225,011.99
Receipts to 30 <sup>th</sup> September	£45,351.70
Authorised Payments to 30 <sup>th</sup> September	£32,776.10
Payment not processed by 30 <sup>th</sup> September	
Balance in hand (total)	£237,587.59

### 8.1 Report of Financial Officer (Clerk's report)

Noted. No comments or questions.

### 8.2 Payments for consideration October 2024

Approved.

8.2.1	Sunshine Commercial Services Ltd monthly charge	£269.57
8.2.2	Grass maintenance/Contractor	£850.34
8.2.3	Cost of administration	£1,060.25
8.2.4	HMRC, tax and NI	£147.12
8.2.5	Administration Expenses	£23.80
8.2.6	Tactical Management Ltd, dog bins (August)	£213.07
8.2.7	PKF Littlejohn LLP, external audit	£378.00
Total	All approved and endorsed online	£2,801.81

### 8.3 Direct Debits previously approved

Noted.

1&1 Ionos (website) monthly payment	£8.40
NEST monthly payment	£107.08

### 8.4 Receipts September 2024

Noted.

Dignity Funerals	£545.00
WBC commuted sum Hermitage Green open space	£11,360.00
M J Sly Memorials	£149.00

### 8.5 External Audit 2023-24

External Audit approved on 30<sup>th</sup> September. All documents published on noticeboards and website.

### 8.6 FWP report

Minutes, bank statements and payments sheets checked and all in order.

**09.10.24 Burial ground**

Memorial headstone request – Plot E123: referred to stone masons.

**10.10.24 Highways**

Cllr Rigby provided an update on Community Speed Watch (CSW).

**11.10.24 Environment**

**11.1 Playgrounds**

To arrange the annual playground inspection reports.

Clerk

**11.1.1 Councillor inspection reports**

Concern about Hermitage Green bolts on the swing. Also, the timber needs to be treated/cleaned, this will be a job for the spring.

**11.1.2 To discuss the possibility of placing a skate park/half pipe in Pinewood Park**

To move to November agenda and to place on Facebook.

Cllr Govier

**11.2 Furze Hill**

Nothing to report.

**11.2.1 WBCS October tasks**

Approved.

**11.2.2 Recreation Ground**

Nothing to report.

**11.2.3 To agree installation costs to instal benches; £75 per bench**

Approved.

**11.2.4 Consider locations for new benches and picnic tables**

To check the distance between the picnic tables and zip wire.

Ruth Cottingham

**11.3 Other open spaces: Dines Way, Lipscomb Close, Charlotte Close**

Dines way soggy and branches of oak are touching the floor.

**11.4 Transfer of land off Pinewood Crescent: progress report**

Clerk sent a progress request to solicitor again on 9<sup>th</sup> October.

**12.10.24 Other matters**

**12.1 Village Hall: consider recommendations from joint council/trustee working party**

Recommendations – Cold Ash Football club.

a. **To be more assertive with the footballers and ensure they are using the facilities within the rules.**

b. **To set up a meeting between PC. Craig and Cold Ash Football Club to reiterate the rules about parking and consequences if they are ignored (the loss of the next booking).**

c. **There should be matching wording on Recreation Ground and Parish Council hiring agreements about booking the recreation ground and carpark.**

Approved.

Recommendations – Dog Walkers.

d. **To investigate WBC regulations about the use of public open spaces by commercial dog walkers.**

Paul Dick

e. **Remove the southern pedestrian gate to the recreation ground in the hope that this deters dog walkers and then further gates, one at a time if this fails. To place notice on gate.**

Ian Govier/Ruth Cottingham

Approved. Cllr Goldsmith recommended public consultation with regard to recommendation e.

Recommendations.

f. **Trustees should consider the number of additional parking spaces needed.**

g. **HPC should consider extending the area leased to the Trustees.**

To consider later when more detailed plans are available.

**h. Both groups should consider building on the work already done by the joint working party worked on by Nick Burraston in 2022.**

HPC agree to work on recommendations.

**12.1.2 Open Spaces policy**

November agenda.

**12.2 Defibrillator checks**

Done.

**12.3 Christmas Tree event 6<sup>th</sup> December**

Date agreed.

**12.3.1 Set a budget for the purchase of new Christmas lights**

£200 approved.

**12.3.2 Preliminary arrangements**

To liaise with The Fox.

Clerk/Cllr Govier

**12.4 BALC AGM agenda item proposals**

None.

**Part Two:- Eling Way**

Letter to be sent to landowners and to request a meeting with landowners, West Berkshire Council and Hermitage Parish Council.

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

Correspondence noted on agenda.

**14.10.24 Reports from Parish Council representatives who have attended meetings of outside bodies on behalf of the council.**

Cllrs and Village Hall Trustees met to discuss recreation ground and car park booking.  
Cllr Cottingham attended the Cubs AGM.

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

None.

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

None.

**17.10.24 Date of the next meeting**

Thursday 21<sup>st</sup> November 2024 at 7.30pm in the Adelaide Room, Holy Trinity Church  
There being no further business the meeting closed at 21.57pm.

Signed \_\_\_\_\_ Dated \_\_\_\_\_