

**HERMITAGE PARISH COUNCIL**  
**Minutes of the meeting of Hermitage Parish Council held at**  
**Adelaide Room, Holy Trinity Church, Hermitage, Berkshire RG18 9ST**  
**on Thursday 19<sup>th</sup> September at 7.30pm**

Present: Cllr R Cottingham, Cllr I Govier, Cllr D Brown, Cllr V Burgess, Cllr J Rigby, Cllr A Goldsmith.

**01.09.24 Public participation**

None.

**02.09.24 Apologies for absence**

Cllr H Codling, Cllr N Brett, Ms N Pierce (clerk), Cllr P Dick, Cllr C Montague.

**03.09.24 Minutes of meeting held on 22<sup>nd</sup> August 2024.**

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

**04.09.24 Declarations of interest**

None.

**05.09.24 Actions agreed and matters arising from the minutes of the last meeting not referred to elsewhere and actions list**

None.

**06.09.24 Reports**

**6.1 District Councillors**

Cllr P Dick & Cllr H Codling. None received.

**6.2 Chairman's report**

Noted.

**07.09.24 Planning**

**7.1 New Applications:**

None.

23/00815/FUL Land South of Sandhill Hampstead Norreys Road Hermitage Thatcham RG18 9XU. Cllr Dick provided an update.

**7.2 Decision notices:**

24/00634/HOUSE, Yew Tree House, High Street, Hermitage, Thatcham RG18 9SR.  
Proposed detached garage. WBC approved.

24/00091/HOUSE, 3 Oare View, Hampstead Norreys Road, Hermitage, Thatcham RG18 9RT.  
Extension of dropped existing curb. WBC approved.

**7.3 Continuing applications:**

23/00815/FUL Land South of Sandhill Hampstead Norreys Road Hermitage Thatcham RG18 9XU.

**08.09.24 Finance and report of Responsible Finance Officer**

**Financial position as of 31<sup>st</sup> August 2024**

Balance carried forward (Inc. S106 contributions)	£225,011.99
Receipts to 31 <sup>st</sup> August	£33,297.70
Authorised Payments to 31 <sup>st</sup> August	£29,858.81
Payment not processed by 31 <sup>st</sup> August	74.99
Balance in hand (total)	£235,525.87

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

Noted. No comments or questions.

### 8.2 Payments for consideration September 2024

Approved.

8.2.1	Sunshine Commercial Services Ltd monthly charge	£269.57
8.2.2	Grass maintenance/Contractor	£752.09
8.2.3	Cost of administration	£1,060.25
8.2.4	HMRC, tax and NI	£147.12
8.2.5	Tactical Management Ltd, dog bins (August)	£213.07
8.2.6	Administration expenses	£23.80
8.2.7	Zurich insurance, Hermitage Open Spaces additional premium	£287.31
8.2.8	Gardner Leader, disbursements for lease transfer Hermitage open space	£48.60
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 August 2024

Noted.

Hermitage Horticultural Society	£800.00
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#### 09.09.24 Burial ground

Memorial headstone request – Plot E8: approved. All present approved.

#### 10.09.24 Highways

Nothing further to add to that provided in Chair report.

Cllr Govier to report road issue at The Fox to WBC.

**Cllr Govier**

#### 11.09.24 Environment

**11.1 Playgrounds** General comments from Cllr Govier: some fixtures look a bit worn. A new set of bolts on some of the fixtures would be a good idea. The whole playground looks tired. It could do with a repaint. Cllr Goldsmith suggested we create a working party and appeal to volunteers to help. Cllr Govier raised an issue about the funds allocated not being sufficient. Clerk, if you have comparative quotes, please can you send them to Cllr Cottingham. Cllr Goldsmith mentioned you received a report showing all remedials last year and requested the Clerk share this report with all? Cllr Govier to email all Cllrs with a report so that we can decide on how to rectify this issue.

**Cllr Govier**

##### 11.1.1 Councillor inspection reports

Repairs have been done. Nettles have been cut. Matting beneath the Tripod swing to be considered.

**Cllr Cottingham**

##### 11.2 Furze Hill

Nothing to report

##### 11.2.1 Recreation Ground

Nothing to report. It was proposed that we put the two picnic benches near the zip wire and the two benches on the top of the banks on the short side of the field. All Cllrs to meet at the Village Hall at 7pm on the 7<sup>th</sup> of October (this is prior to our meeting with the VH representatives at 7.30pm) to agree where we can put the benches. Installation costs need to

be negotiated. Cllr Govier thought it was £87 for the installation kit which contained the bolts, but this will need to be confirmed by Clerk. **All Cllrs & Clerk**

**11.2.2 To agree tree inspection survey, Webb and Cook £780 including VAT.**

Approved. All present agreed.

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

Nothing to report.

**11.4 Transfer of Hermitage Green playground**

The lease is now in place, the land registration will take some time. The commuted sum of £11,300 was received from West Berkshire Council on 10th September. Clerk arranged with the grounds maintenance contractor to cut the grass on 12th September, Cllr Govier has added to his monthly playground inspection spreadsheet.

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

Clerk sent the following email to solicitor at West Berkshire Council on 20th August.

To confirm HPC is content to proceed with the draft transfer lease.

**12.09.24 Other matters**

**12.1 Village Hall:**

Cllr Govier and Cllr Rigby met with village hall trustees. Cllr Rigby provided a report. To arrange a working party meeting with trustees. Cllr Cottingham to contact Cllr Dick to ask to chair the meeting and advise available dates for the meeting. This meeting will take place on the 7<sup>th</sup> of October at 7.30pm.

**Cllr Cottingham**

Cllr. Govier to confirm if we can meet at the VH.

**Cllr Govier**

To consider updated Open Spaces policy: now October agenda.

To request advice from HALC about third parties taking bookings for council open space. Cllr Cottingham asked if the village hall is to take bookings for the MUGA and field, will they also be responsible for ensuring the insurance requirements or regulations are adhered to. What are the plans for the car park? Clerk to request for this question to be added to the agenda for the meeting on the 7<sup>th</sup> of October. **Clerk**

**12.2 Defibrillator checks**

School defibrillator now back in place. Defibrillators checked.

**12.3 Youth Club**

Cllr Govier provided an update. The bus service is no longer available. Cllr Govier to forward the email from Kerrie to all Cllrs with the reasons why this is no longer viable for us to pursue. Mr Wilson, Deputy Headmaster, from The Downs School was going to send out an email tonight to all Hermitage parents, but Cllr Govier has asked for this to be cancelled. **Cllr Govier**

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

There will be carol singers. Cllr Govier confirmed that The Fox Inn have been consulted and they are happy to help again this year with providing the electricity for the Christmas tree lights. It was agreed we will buy new lights, warm white or blue. Cllr Cottingham to update us at the next meeting with costs, light requirements, etc.

**Cllr Cottingham**

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

Correspondence noted on agenda.

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

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

- Cllr Goldsmith would like the Parish Council to send a complaint to Highways and Thames Water for the lack of signage during the burst water pipe issues last week. Thames Water were late in providing signage and then left failed to collect said signature after the works had been completed. Despite it being an emergency, the signage should have directed traffic from the start of the disruption.

Cllr Govier would like to add to our October agenda, the suggestion of a Skate Park/Half Pipe, similar to what they have in Chieveley and Henwick Park, to be erected in Pinewood Park. Cllr Govier to brief all before the October meeting by email so that we can make an informed decision.

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

None.

**17.09.24 Date of the next meeting**

Thursday 17<sup>th</sup> October 2024 at 7.30pm in the Adelaide Room, Holy Trinity Church  
There being no further business the meeting closed at 20.35pm.

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