



HERMITAGE PARISH COUNCIL

Clerk to the Council: Ms N Pierce

Email: clerk@hermitageparishcouncil.gov.uk

Members of Hermitage Parish Council are summoned to attend a

Meeting of Hermitage Parish Council

The Adelaide Room, Holy Trinity Church, Hermitage

Tuesday 18th August 2026 at 7.30pm

Ordinary Meeting

1 Public participation

Council meetings are not a forum for public engagement (special meetings may be arranged if required) but HPC welcomes residents to express their views and oversee council operations. The first 10 minutes of the meeting are reserved for this purpose. Anyone wishing to speak should please advise the Clerk of the subject at least 48 hours before the meeting. Councillors may ask for further information but otherwise cannot respond directly; written responses to questions may be supplied where appropriate.

2 Apologies for absence

None.

3 Minutes of the Parish Council meeting held on 22nd July 2026

To be agreed as a correct record and signed by the Chairman.

4 Declarations of interest

Members are reminded to declare any interest on any item on this agenda at this point or at any point during the meeting in accordance with Hermitage Parish Council's Code of Conduct.

5 District Councillor Report and Information from West Berkshire Council

Reports circulated for information and questions.

6 Planning

6.1 New applications

To consider and agree responses to the following:

None.

6.2 Decision notices

26/00140/FULMAJ, Land at End of Charlotte Close Hermitage Thatcham. Erection of 16 dwellings and associated landscape and highway works. Section 73 application to vary condition 2 (approved plans) of Planning Permission 20/00912/FULEXT. WBC approved.

7 Finance

See also Clerk and RFO's report

7.1 Payments for consideration August 2026

To review and approve items of expenditure and note regular payments

7.2 Receipts (to note)

7.3 Receipts and Payments to date

To review 2026-27 receipts and payments/budget to date

7.4 Tax and NI review

To advise progress (MF/NP)

7.5 Internal Audit 2025-26

To review progress recommendations action log (NP/AG)

7.6 Role of FWP

- 8 Administrative matters**
- 8.1 Polices**
 Information & Data Protection (AG)
 Finance Policy (MF)
Key Policies for Adoption:
Current policies in effect:
 Financial Regulations, Standing Orders, Code of Conduct, Complaints, Data Protection (GDPR) Freedom of information, Document retention, Privacy notice, Equality and Diversity, Risk Management, Asset Register
Policies to work on for future adoption:
 Health & Safety, Assessment Management, Disciplinary, Grievance, Sickness and Absence
- 8.2 Website and Communications**
 Update on progress (NP)
- 8.3 DSE Assessment**
 To advise progress (NP)
- 8.4 Safety Assessments**
 To discuss requirements (AG)
- 9 Burial Ground**
 To consider replacing fence (RC)
- 10 Highways**
 None
- 11 HPC properties**
 Council to receive reports or updates on the following:
- 11.1 Playgrounds**
1. Furze Hill (MP) Hermitage Green (DB) Pinewood Park (AG)
 2. Verbal update on Furze Hill and on yellow rattle on recreation ground (RC)
 3. Hermitage Green: to approve mending and painting of 2 springys, £375 (NP)
 4. Hermitage Green and Furze Hill: to approve removal of concrete surrounds, £2,800 plus vat (NP)
 5. Furze Hill: to approve supply and installation of Buglo 7125 frame and slide, and Buglo 4003 roundabout total £9,725 (NP)
 6. To consider Wicksteed annual inspection report: nothing on there is considered a significant risk, but "playground inspectors" need to note which things they need to keep an eye on for deterioration (MP/DB/AG)
- 11.2 Furze Hill & Recreation Ground**
 Consider Furze Hill Report (RC)
- 11.3 Other open spaces**
 Dines Way (AG), Lipscomb Close (DB), Charlotte Close (DB)
- 11.4 Land off Pinewood Crescent**
 To discuss progressing consultation with residents (RC/AG)
- 11.5 Replacement Noticeboard at the shop**
 To decide full refurbishment of noticeboard or purchase of new noticeboard and material (NP)
- 12 Other matters**
- 12.1 Village Hall**
- 12.2 Defibrillator**
 To note Checks performed (NP)

12.3 Action Log review

Confirm progress on Actions not already discussed (PD/NP)

12.4 Community Speed Watch

To discuss plan to move forward(PD)

12.5 Blister pack collection at Chieveley Surgery

To update following communication with the surgery (DB)

12.6 Village signs requiring clerks' new email address

To approve Crescent Signs quotation to replace 5 noticeboards with new clerk email address at Furze Hill and replacement sign on Pinewood Park MUGA £428 plus vat (NP)

12.7 Councillor vacancies (PD)

13 Other correspondences received

Councillors to advise if they want to see any of the items listed separately

14 Reports on meetings of outside bodies

None.

15 Any other business (information only)

16 Date of the next meeting

Thursday 17th September 2026, 7.30pm in the Adelaide Room, Holy Trinity Church

Nicky Pierce
Parish Clerk
12th August 2026