

# Hampstead Norreys Parish Council

## FULL COUNCIL MINUTES

Minutes of the Full Council Meeting held on Thursday 27<sup>th</sup> January 2022 in the Memorial Room at  
Hampstead Norreys Village Hall.  
Commencing at 7:32pm.

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Members Present: Councillor David Barlow, Chairman  
Councillor Caroline Herman, Vice-Chairman  
Councillor Fiona Bennett  
Councillor Colin Layton

Members Absent: Councillor Ros Maskell  
Councillor Harriet McCalmont  
Councillor Gwenan Paul

Officers Present: Sarah Marshman, Clerk

In Attendance: None

## Minutes

- 21/22-096 To receive apologies for absence from Members of the Council**  
Apologies were received and accepted from Councillors Ros Maskell, Harriet McCalmont and Gwenan Paul.
- 21/22-097 To receive any declarations of pecuniary interests by members or the Clerk and to consider any requests for dispensation**  
No declarations of interests or requests for dispensation were made.
- 21/22-098 To receive questions or comments from members of the public or representations from any member who has declared a pecuniary interest**  
No questions, comments or representations were received.
- 21/22-099 To approve the minutes of the Full Council Meeting held on 25<sup>th</sup> November 2021**  
Resolved: Members agreed the minutes of the last meeting be accepted as a true record. The Chairman signed the minutes.
- 21/22-100 Matters arising from the Minutes of the previous Parish Council Meeting**  
There were no matters arising.
- 21/22-101 To receive a report from the District Councillor**  
The District Councillor had provided a written report. It was noted that she will call in the Downs School sports hall planning application to the Western Area Planning Committee because of concern about ongoing public use of the facility and its design. WBC is the applicant.

- 21/22-102 Planning Applications**  
**a) To consider the following planning applications:**  
There were no new planning applications
- b) To receive a report on West Berkshire Council's recent planning decisions**
- 21/02492/HOUSE Well Cottage, Water Street, Hampstead Norreys RG18 0SB – 1. First floor extension above existing single storey 2. Extension to form lobby with bathroom above. Application approved.
- 21/22-103 Finance:**
- a) To consider approving payments made/due as listed on the Finance Report**  
Resolved: To approve the payments listed on the Finance Report in Appendix 1.
- b) To receive the most recent bank reconciliation**  
Resolved: To note the bank reconciliation figures to 31<sup>st</sup> December 2021, as provided on the Finance Report in Appendix 1.
- c) To receive the most recent Quarterly Budget Summary**  
Resolved: To note the Quarterly Budget Summary to 31<sup>st</sup> December 2021.
- 21/22-104 To discuss suggestions for the Queen's Platinum Jubilee**  
This was discussed in conjunction with Minute 21/22-105.
- 21/22-105 To consider quotes for a replacement noticeboard**  
The Council wishes to include a plaque to commemorate the Queen's Platinum Jubilee. Further quotes are required.  
The Council requested a total of £4,500 be included in the budget to cover the commemoration of the Queen's Platinum Jubilee.
- 21/22-106 To consider quotes to repair the lighting on the steps**  
Resolved: To accept a quote of £223.58+VAT from Skips Electrical.
- 21/22-107 To consider closing the HSBC accounts and setting up a Unity Trust savings account**  
Resolved: To close the HSBC accounts and to set up a savings account with Unity Trust Bank.
- 21/22-108 To consider the budget and set the precept for 2022/23**  
The Council added £4,500 for the Jubilee commemoration, as per Minute 21/22-105.  
Resolved: To adopt the budget and to set the precept at £25,908 for 2022/23.
- 21/22-109 To receive an update from the Traffic and Speeding Working Group**  
The Council has discussed sharing a device with Yattendon Parish Council. Purchase of this device will be included on the next agenda.
- 21/22-110 Matters for future consideration and information**  
The Council would like to congratulate Cara Herman for winning the West Berkshire Council Junior Citizen of the Year.

Water pipe replacement works will take place on Water Street and The Close between 17<sup>th</sup> February and 25<sup>th</sup> April. The Clerk was requested to contact West Berkshire Council for more information on how this will affect traffic and the school buses.

A drain on Water Street has been covered with tarmac. The Clerk will report this to West Berkshire Council.

There being no further business, the meeting was closed at 8:25pm.

Date and time of next scheduled meeting:

**Parish Council Meeting: Thursday 24<sup>th</sup> March 2022 at 7:30pm**

Chairman: \_\_\_\_\_

Date: \_\_\_\_\_

## Appendix 1: Finance Report

### Status at last bank reconciliation 31st December 2021

Unity Trust	£8,294.77
HSBC Current	£661.31
HSBC Business Money Manager	£21,687.14
<b>Total</b>	<b>£30,643.22</b>

### Income received 19th November 2021 - 19th January 2022

Grant towards play area surfacing	£500.00
<b>Total</b>	<b>£500.00</b>

### Payments to be approved

Payment Date	Method	Payee	Payment Detail	Amount
08-Dec	BACS	Sunshine Commercial Services	Grounds maintenance Oct	£234.76
14-Dec	BACS	Sunshine Commercial Services	Grounds maintenance Nov	£234.76
14-Dec	BACS	Mark Herrod Ltd	Freestanding goals	£1,443.84
14-Dec	BACS	Hampstead Norreys Village Hall	CCTV grant	£1,620.00
20-Dec	BACS	Staff Costs	Includes staff salaries, PAYE and pension contributions Dec	£461.30
31-Dec	DD	Unity Trust	Bank charges	£18.00
06-Jan	BACS	Sunshine Commercial Services	Grounds maintenance Dec	£234.76
06-Jan	BACS	Enerveo	Repairs to street light	£173.18
06-Jan	BACS	SLCC	Membership 22/23	£48.21
06-Jan	BACS	The Good Exchange	Grant for Compton Scout Hut	£300.00
10-Jan	DD	Southern Electric	Electricity for street lights	£132.97
24-Jan	BACS	Staff Costs	Includes staff salaries, PAYE and pension contributions Jan	£300.04
27-Jan	BACS	Village Hall	Hall hire Jan-May	£36.80
<b>Total</b>				<b>£1,243.96</b>