

# Hampstead Norreys Parish Council

## MINUTES OF THE PARISH COUNCIL MEETING

Minutes of the Full Council Meeting held on Thursday 19<sup>th</sup> January 2023. Held in the Memorial Room, Hampstead Norreys Village Hall. Commencing at 7:35 pm

---

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

Members Absent: Councillor Gwenan Paul

Officers Present: Sarah Marshman, Clerk

In Attendance: District Councillor Carolyne Culver  
2 Members of the Public

### Minutes

- 22/23-080 To receive apologies for absence from Members of the Council**  
Apologies were received and accepted from Councillor Gwenan Paul.
- 22/23-081 To receive any declarations of Disclosable Pecuniary Interests, Other Registerable Interests or Non-Registerable Interests and to consider any Requests for Dispensation**  
There were no declarations of interests or requests for dispensation.
- 22/23-082 To receive questions or comments from members of the public or representations from any member who has declared an Other Registerable or Non-Registerable Interest**  
There were no questions, comments or representations.
- 22/23-083 To approve the minutes of the Full Council Meeting held on 24<sup>th</sup> November 2022**  
Resolved: Members agreed the minutes of the last meeting be accepted as a true record. The Minutes were then signed by the Chairman.
- 22/23-084 Matters arising from the Minutes of the previous Parish Council Meeting**  
There were no matters arising.
- 22/23-085 To review the Minutes of the Planning Committee meeting held on 9<sup>th</sup> December 2022**  
The minutes for the Planning Committee meeting held on 9<sup>th</sup> December 2022 were reviewed.
- 22/23-086 To receive a report from the District Councillor**  
The District Councillor has recently met with The Downs School to discuss parking outside the school and various other issues.  
Local elections take place on 4<sup>th</sup> May.

## **22/23-087 Planning Applications**

### **a) To consider the following planning applications:**

22/02694/LBC Bothampstead House, Hampstead Norreys, RG18 0SL - Retrospective removal of conservatory. Replacement of two basement windows. Installation of internal insulation to exterior wall. Removal of oil-fired heating boiler and oil tank. Installation of 2no air source heat pumps. Installation of 2no wood burning stoves and replacement flue liners.

Resolved: To submit a response of 'no objections'.

### **b) To receive a report on planning application responses and decisions**

The following planning responses have been made using delegated powers since the previous meeting:

- 22/02537/HOUSE Floodscross Cottage, Newbury Road, Compton, RG20 7RH - Garage conversion and loft conversion. No objections.
- 22/03059/HOUSE & 22/03060/LBC Parsonage House, Church Street, Hampstead Norreys, RG18 0TB - Miscellaneous garden projects including: provision of new metal rainwater goods to existing large barn; erection of greenhouse structure and stores; replacement house gates and yard gates; erection of garden separating wall to replace existing fence; removal of small section of existing low garden wall; relocation of existing oil tank; erection of post and rail fences. No objections.

The following planning decisions have been reported by West Berkshire Council since the last meeting of Hampstead Norreys Parish Council.

- 22/02377/HOUSE Orchard View, Forge Hill, Hampstead Norreys, RG18 0TE - Extension to rear, alterations and porch. Approved.
- 22/02029/HOUSE Firtree Farm, Hampstead Norreys, RG18 0TN - Rear dormer extension to cottage and new structure to replace existing scullery extension to the rear. Approved.
- 22/02537/HOUSE Floodscross Cottage, Newbury Road, Compton, RG20 7RH - Garage conversion and loft conversion. Refused.

## **22/23-088 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 2022, as provided in the Finance Report in Appendix 1.

### **c) To receive the most recent Quarterly Budget Summary**

The quarterly budget summary to 31<sup>st</sup> December 2022 was reviewed.

### **d) To receive any reports from the Internal Controller**

The Internal Controller has inspected the accounts to 31<sup>st</sup> December 2022.

- 22/23-089 To consider a response to West Berkshire Council's Local Plan Review consultation**  
The council received a request to review the settlement boundary proposed in the submission.  
The council deferred this item and will hold an additional meeting to discuss the response and the settlement boundary.
- 22/23-090 To consider quotes for the grounds maintenance contract for 2023/24**  
Resolved: To continue with the current contractor, SCS Landscape Management, at a cost of £2,612.40+VAT, with additional cuts of the cricket pitch at £70 per cut when required.
- 22/23-091 To review the refuse disposal schedules**  
Resolved: To continue with weekly collections.
- 22/23-092 To consider the Budget for 2023/2024 and to set the precept**  
Resolved: To agree the budget for 2023/24 and to set the precept at £26,167. This is an increase of 1% and is designed to help increase the council's reserves. The average Band D household will pay £73.17 per year, an increase of 96p.
- 22/23-093 To receive an update from the Traffic and Speeding Working Group**  
At this stage the council is still collecting data from each of the agreed SID locations so it can identify where the excess speeding is occurring. Once this has been collated, the council will be in contact with WBC Highways and Thames Valley Police Community Speed Watch to discuss with them the next step.
- 22/23-094 Matters for future consideration and information**  
A representative will be attending the Community Meeting at The Downs next week.
- It is currently being investigated how to make the football goals available to the community and this will hopefully be in place soon.
- The council wished to record its thanks to the West Berkshire Countryside Society, which has done a lot of work on the vegetation along Eling Way.
- The Pang Valley Flood Forum is now monitoring Thames Water sewage discharging and correlating it with rainfall.
- The Clerk will draft a document regarding GDPR in preparation for a new allotment manager.
- There being no further business, the meeting was closed at 8:53 pm.

Date and time of next scheduled meeting:

**Parish Council Meeting: Thursday 23<sup>rd</sup> March 2023 7:30 pm**

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

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

## Appendix 1: Finance Report

### Status at last bank reconciliation 31st December 2022

Unity Trust Current Account	£19,016.37
Unity Trust Savings Account	£30,493.41
<b>Total</b>	<b>£49,509.78</b>

### Income received 18th November 2022 - 11th January 2023

Grant from West Berkshire Council Member's Bid towards SID purchase	£808.25
Interest	£98.51
<b>Total</b>	<b>£906.76</b>

### Payments to be approved

Payment Date	Payee	Payment Detail	Amount
07-Dec	BT	Payphone (6 months)	£231.00
07-Dec	Sunshine Commercial Services	Grounds Maintenance Nov	£248.86
07-Dec	Barlow & Sons	Line marking spray paint	£30.10
13-Dec	Cripps Fencing Services	Install noticeboard	£168.00
19-Dec	Staff Costs	Includes salary, PAYE, pension contributions Dec	£716.22
22-Dec	Barlow & Sons	Items to install noticeboard	£51.11
30-Dec	Southern Electric	Street light electricity Q3	£98.27
31-Dec	Unity Trust Bank	Bank charges Q3	£18.00
19-Jan	Staff Costs	Includes salary, PAYE, pension contributions Jan	£353.40
19-Jan	Royal British Legion	Donation	£50.00
19-Jan	Hampstead Norreys Village Hall	Hall hire 9 Dec	£5.20
19-Jan	Sunshine Commercial Services	Grounds Maintenance Dec	£248.86
19-Jan	SLCC Enterprises Ltd	Practitioners' Conference	£63.75
19-Jan	SLCC	Membership 23/24	£41.55
21-Jan	Southern Electric	Street light electricity Dec	£44.90
<b>Total</b>			<b>£2,369.22</b>