

Hampstead Norreys Parish Council

Wilkins Centre, Burrell Road, Compton, Newbury, RG20 6NP
clerk@hampsteadnorreysparishcouncil.org
<http://www.hampsteadnorreysparishcouncil.org/>

PARISH COUNCIL MEETING

To: All Members of Hampstead Norreys Parish Council

All Councillors are hereby summoned to attend the following meeting.

NOTICE OF MEETING

MEETING: Full Council
DATE & TIME: Thursday 28th September 2023 at 7:30 pm
PLACE: Memorial Room, Hampstead Norreys Village Hall, Newbury Hill, Hampstead Norreys
RG18 0TR

S. Marshman

Dr. S. Marshman, PSLCC, Clerk to the Council

22nd September 2023

AGENDA

At 7:30 pm, prior to the council meeting, the Planning Policy Manager from West Berkshire Council will talk about Neighbourhood Plans

1. To receive, and consider for acceptance, apologies for absence from Members of the Council
2. To receive any declarations of [Disclosable Pecuniary Interests, Other Registerable Interests or Non-Registerable Interests](#) and to consider any Requests for Dispensation
N.B. Councillors should confirm the type of interest that is being declared.
3. To receive questions or comments from members of the public or representations from any member who has declared an Other Registerable or Non-Registrable Interest
4. To approve the [Minutes of the Parish Council Meeting held on 27th July 2023](#)
5. Matters arising from the Minutes of the previous Parish Council Meeting
6. To receive a report from the District Councillor
7. Planning Applications
 - a) To consider the following planning applications:
 - [23/01910/FUL St Abbs Cottages, Hampstead Norreys, RG18 0TQ](#) - New access from Yattendon Road and car parking for St Abbs Cottages.
 - [23/01940/MDOPO Newbury Showground, Priors Court Road, Hermitage, RG18 9QZ](#) - Modification of Planning Obligation on Approved Application 11/01135/COMIND - To

amend some of the restrictions on letting the showground for short term uses to enable the society (A registered Charity) to remain viable.

- b) To receive a [report on planning application responses and decisions](#)
8. Finance:
- a) To consider approving payments made/due as listed on the [Finance Report](#)
 - b) To receive the most recent [Bank Reconciliation](#)
 - c) To receive any reports from the Internal Controller (*where applicable*)
 - d) To receive the most recent Quarterly Budget Summary (*where applicable*)
9. To review the [external audit 2022/23](#)
10. To consider quotes for the refurbishment of the phone box and to consider future use of the phone box
11. To consider the costs for clearance and ongoing maintenance of the Well Garden
12. To consider actions related to the holes in Dean Meadow
13. To consider the purchase of any Remembrance items – *suggested items to review include [wreaths](#), [lamppost poppies](#) and [Tommy statues](#)*
14. To consider a response to the consultation on the [West Berkshire Rights of Way Improvement Plan](#)
15. To consider obtaining a [Unity Corporate Multipay Card](#)
16. To receive an update from the Traffic and Speeding Working Group
17. Matters for future consideration or information

Date and time of next scheduled meeting:

Full Council: Thursday 28th September 2023 7:30 pm

Supporting Documents

Agenda Item 4: To receive any declarations of Disclosable Pecuniary Interests, Other Registerable Interests or Non-Registerable Interests and to consider any Requests for Dispensation

Councillors should confirm the type of interest that is being declared.

DPI = Disclosable Pecuniary Interest

ORI = Other Registerable Interest

NRI = Non-Registerable Interest

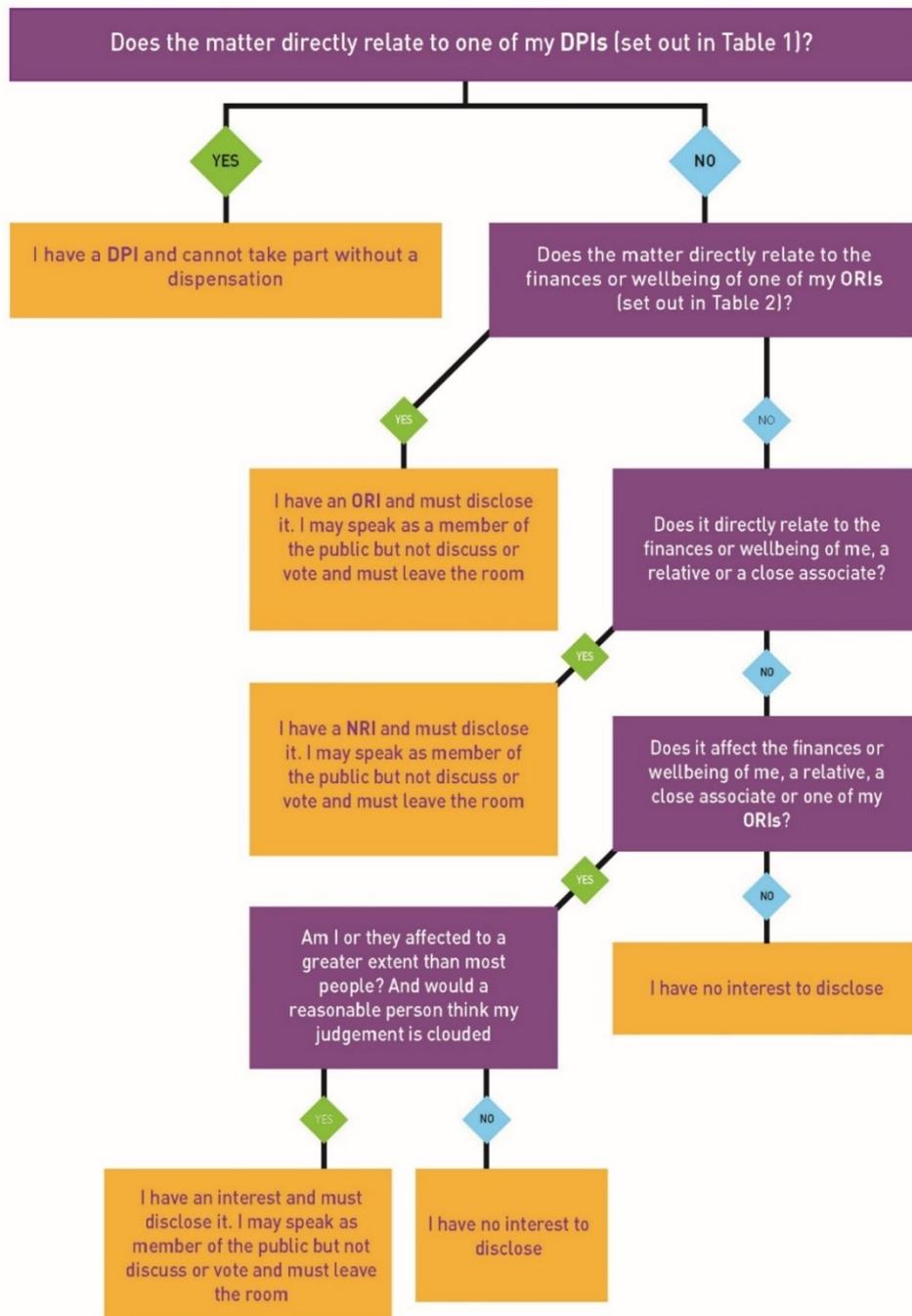


Table 1: Disclosable Pecuniary Interests

Subject	Description
Employment, office, trade, profession or vocation	Any employment, office, trade, profession or vocation carried on for profit or gain.
Sponsorship	<p>Any payment or provision of any other financial benefit (other than from the council) made to the councillor during the previous 12-month period for expenses incurred by him/her in carrying out his/her duties as a councillor, or towards his/her election expenses.</p> <p>This includes any payment or financial benefit from a trade union within the meaning of the Trade Union and Labour Relations (Consolidation) Act 1992.</p>
Contracts	<p>Any contract made between the councillor or his/her spouse or civil partner or the person with whom the councillor is living as if they were spouses/civil partners (or a firm in which such person is a partner, or an incorporated body of which such person is a director* or a body that such person has a beneficial interest in the securities of*) and the council —</p> <p>(a) under which goods or services are to be provided or works are to be executed; and</p> <p>(b) which has not been fully discharged.</p>
Land and* property	<p>Any beneficial interest in land which is within the area of the council.</p> <p>'Land' excludes an easement, servitude, interest or right in or over land which does not give the councillor or his/her spouse or civil partner or the person with whom the councillor is living as if they were spouses/civil partners (alone or jointly with another) a right to occupy or to receive income.</p>
Licenses	Any licence (alone or jointly with others) to occupy land in the area of the council for a month or longer
Corporate tenancies	<p>Any tenancy where (to the councillor's knowledge)—</p> <p>(a) the landlord is the council; and</p> <p>(b) the tenant is a body that the councillor, or his/her spouse or civil partner or the person with whom the councillor is living as if they were spouses/ civil partners is a partner of or a director* of or has a beneficial interest in the securities* of.</p>
Securities	<p>Any beneficial interest in securities* of a body where—</p> <p>(a) that body (to the councillor's knowledge) has a place of business or land in the area of the council; and</p> <p>(b) either—</p> <p>(i) the total nominal value of the securities* exceeds £25,000 or one hundredth of the total issued share capital of that body; or</p> <p>(ii) if the share capital of that body is of more than one class, the total nominal value of the shares of any one class in which the councillor, or his/her spouse or civil partner or the person with whom the councillor is living as if they were spouses/civil partners have a beneficial interest exceeds one hundredth of the total issued share capital of that class.</p>

* 'director' includes a member of the committee of management of an industrial and provident society.

* 'securities' means shares, debentures, debenture stock, loan stock, bonds, units of a collective investment scheme within the meaning of the Financial Services and Markets Act 2000 and other securities of any description, other than money deposited with a building society.

Table 2: Other Registerable Interest

You must register as an Other Registerable Interest:

- a) any unpaid directorships
- b) any body of which you are a member or are in a position of general control or management and to which you are nominated or appointed by your authority
- c) any body
 - (i) exercising functions of a public nature
 - (ii) directed to charitable purposes or
 - (iii) one of whose principal purposes includes the influence of public opinion or policy (including any political party or trade union) of which you are a member or in a position of general control or management

Agenda Item 7b: To receive a report on West Berkshire Council's recent planning decisions

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

- None

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

- 23/01247/HOUSE Springbank, Hampstead Norreys, Thatcham, RG18 0TF - Extension to garden building to create covered seating area. Approved.
- 23/01887/AGRIC Eling Farm, Eling Hermitage, RG18 9XR - Application to determine if prior approval is required for a proposed: New agricultural building for grain/fertiliser storage. Planning permission not required.

Agenda item 8: Finance

Finance Report

Status at last bank reconciliation 31st August 2023

Unity Trust Current Account	£2,170.64
Unity Trust Savings Account	£25,747.06
Total	£27,917.70

Income received 18th July - 20th September 2023

None	£0.00
Total	£0.00

Payments to be approved

Payment Date	Payee	Payment Detail	Amount
21-Jul	Southern Electric	Electricity Jul	£57.64
04-Aug	Triangle Management	Refuse disposal	£559.44
04-Aug	Sunshine Commercial Services	Grounds maintenance Jul	£261.24
04-Aug	Traffic Technology	Battery and charger for SID	£123.00
18-Aug	PKF Littlejohn	External audit 22/23	£378.00
18-Aug	Heelis & Lodge	Internal audit 22/23	£260.00
21-Aug	Southern Electric	Electricity Aug	£56.12
21-Aug	Staff Costs	Includes salary, PAYE, pension contributions Aug	£447.49
18-Sep	Clerk	Reimburse Microsoft subscription	£59.99
18-Sep	Sunshine Commercial Services	Grounds maintenance Aug	£261.24
21-Sep	Staff Costs	Includes salary, PAYE, pension contributions Sep	£460.11
22-Sep	Southern Electric	Electricity Sep	£44.86
28-Sep	St Marys Church, HN	Budgeted donation	£1,200.00
28-Sep	West Berkshire Countryside Society	Budgeted donation	£100.00
28-Sep	Downland Volunteer Group	Budgeted donation	£100.00
28-Sep	Pang Valley Flood Forum	Budgeted donation	£100.00
28-Sep	Royal British Legion	Budgeted donation	£50.00
30-Sep	Unity Trust Bank	Bank charges	£18.00
Total			£4,537.13

Bank Reconciliation

Bank Reconciliation at 31/08/2023

Cash in Hand 01/04/2023	20,399.59
ADD	
Receipts 01/04/2023 - 31/08/2023	20,123.09
	40,522.68
SUBTRACT	
Payments 01/04/2023 - 31/08/2023	12,604.98
A Cash in Hand 31/08/2023	27,917.70
(per Cash Book)	
Cash in hand per Bank Statements	
Petty Cash	0.00
Unity Current	2,170.64
Unity Savings	25,747.06
Subtotal	27,917.70
Less unrepresented payments	0
Subtotal	27,917.70
Plus unrepresented receipts	0
B Adjusted Bank Balance	27,917.70

A = B Checks out OK