

# Hampstead Norreys Parish Council

## MINUTES OF THE PARISH COUNCIL MEETING

Minutes of the Full Council Meeting held on Thursday 25<sup>th</sup> July 2024. Held in the Memorial Room, Hampstead Norreys Village Hall. Commencing at 7:32 pm.

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Members Present: Councillor Ros Maskell, Chair  
Councillor Toby Harris, Deputy Chair  
Councillor Fiona Bennett  
Councillor Mike Corish  
Councillor Harriet McCalmont  
Councillor Stephen Miller

Members Absent: Councillor Stephen Davis

Officers Present: Sarah Marshman, Clerk

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

### Minutes

**24/031 To receive, and consider for acceptance, apologies for absence from Members of the Council**

Resolved: To accept apologies from Councillor Stephen Davis.

**24/032 To receive any declarations of Disclosable Pecuniary Interests, Other Registerable Interests or Non-Registerable Interests and to consider any Requests for Dispensation**

Councillor Harriet McCalmont declared an interest in Minute 24/037, planning application 24/00080/FUL.

**24/033 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 requests for dispensation.

**24/034 To approve the minutes of the Full Council Meeting held on 23<sup>rd</sup> May 2024**

Resolved: Members agreed the minutes of the last meeting be accepted as a true record. The Chair then signed the Minutes.

**24/035 Matters arising from the Minutes of the previous Parish Council Meeting**

There were no matters arising.

**24/036 To receive a report from the District Councillor**

The recent decision by West Berkshire Council to clawback funding and its potential impact on The Downs School was discussed.

**24/037 Planning Applications**

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

24/01286/FUL Land Adjacent River Pang and Sewage Treatment Works, Hampstead Norreys Bridleway 5, Hampstead Norreys - River restoration works to the river Pang and associated wetland creation.

Resolved: The Parish Council has no objections.

Councillor Harriet McCalmont left the meeting.

**b) To review the amended plans for the following applications:**

24/00080/FUL Shepherds Cottage, Hampstead Norreys, RG18 0TN - Demolition of Shepherds Cottage and outbuilding, change of use of land, erection of a replacement dwelling and outbuilding (Class C3) together with parking, amenity space, landscaping and associated works

Resolved: The Parish Council has no objections.

Councillor Harriet McCalmont rejoined the meeting.

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

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

- 24/00765/HOUSE and 24/00766/LBC Parsonage House Church Street Hampstead Norreys Thatcham RG18 0TB - Alterations to 'Little Barn' to create Pool House/ Games Room including demolition of existing attached modern greenhouse and addition of new open-walled canopy at north-eastern end; external and internal alterations including insertion of new rooflight, window openings and flue. No objections.

There have been no planning decisions reported by West Berkshire Council since the last meeting.

**24/038 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 30<sup>th</sup> June 2024, as provided in the Finance Report in Appendix 1.

**c) To receive any reports from the Internal Controller**

The Internal Controller has inspected the accounts to the end of May 2024.

**d) To receive the most recent Quarterly Budget Summary**

The Quarterly Budget Summary to 30<sup>th</sup> June 2024 was reviewed.

**24/039 To consider adopting the HR Committee Terms of Reference**

Resolved: To adopt the HR Committee Terms of Reference.

**24/040 To consider requesting the installation of a bus shelter on Water Street**

Resolved: To request West Berkshire Council consider the installation of a bus shelter on the corner of Water Street and The Close but to request that once the exact location has been assessed, the Parish Council can agree whether it wishes to go ahead with the installation.

**24/041 To receive an update from the Traffic and Speeding Working Group**

The speed data that has been collected so far is summarised as follows:

- On average, motorists on Church Street, Water Street, Forge Hill, Newbury Hill and Yattendon Road down to the chicane keep to the speed limit
- There is probably enough data to consider a 20mph zone along those roads.
- The worst location for speeding is Hillcrest, passing Folly View, heading north towards Compton – there is regular speeding on this road as people leave the village towards Compton.
- It is recommended we re-do the SID for traffic heading west out of the village on Newbury Hill (by the school).

**24/042 Matters for future consideration or information**

The Chair will monitor the jet washing of the sewers by Thames Water and will contact the company if it is believed further work is required.

The Chair will obtain quotes for the installation of a water fountain in The Dean and the Clerk will look into possible funding.

There being no further business, the meeting was closed at 9:18 pm.

Date and time of next scheduled meeting:

**Parish Council Meeting: Thursday 26<sup>th</sup> September 2024 7:30 pm**

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

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

## Appendix 1: Finance Report

### Status at last bank reconciliation 30th June 2024

Unity Trust Current Account	£7,637.58
Unity Trust Savings Account	£29,946.29
<b>Total</b>	<b>£37,583.87</b>

### Income received 16th May - 17th July 2024

None	£0.00
<b>Total</b>	<b>£0.00</b>

### Payments to be approved

Payment Date	Payee	Payment Detail	Amount
03-Apr	SSE Energy Solutions	Electricity Feb	£65.83
30-May	SSE Energy Solutions	Electricity April	£78.28
30-May	CAS Ltd	Insurance 24/25	£547.94
30-May	Haddenham Garden Centre	Memorial benches and plaques	£812.20
04-Jun	Sunshine Commercial Services Ltd	Grounds maintenance April	£276.91
04-Jun	Sunshine Commercial Services Ltd	Grounds maintenance May	£276.91
04-Jun	Chipperfield Parish Council	Training	£8.75
18-Jun	Castle Water	Water for Allotments	£33.61
21-Jun	Barlow & Sons	Spray paint	£23.28
21-Jun	Staff Costs	Includes salary, PAYE, pension contribution Jun	£1,160.27
21-Jun	Tactical Facilities Management Ltd	Refuse disposal April	£121.20
21-Jun	Tactical Facilities Management Ltd	Refuse disposal May	£110.02
30-Jun	Unity Trust Bank	Bank charges	£18.00
01-Jul	SSE Energy Solutions	Electricity May	£80.86
18-Jul	Castle Water	Water for Allotments	£29.42
18-Jul	Tactical Facilities Management Ltd	Refuse disposal June	£110.02
18-Jul	Community Heartbeat	Defib pads	£155.94
18-Jul	Sunshine Commercial Services Ltd	Grounds maintenance Jun	£276.91
18-Jul	Hampstead Norreys Village Hall	Meeting hire Jul	£12.00
19-Jul	Staff Costs	Includes salary, PAYE, pension contribution Jul	£506.03
<b>Total</b>			<b>£4,704.38</b>