



Hampstead Norreys Parish Council

MINUTES OF THE PARISH COUNCIL MEETING

Minutes of the Full Council Meeting held on Thursday 22nd January 2026, in the Memorial Room, Hampstead Norreys Village Hall. Commencing at 7:33 pm.

Members Present: Councillor Ros Maskell, Chair
Councillor Fiona Bennett
Councillor Harriet McCalmont
Councillor Stephen Miller

Members Absent: Councillor Toby Harris, Deputy Chair
Councillor Mike Corish
Councillor Stephen Davis

Officers Present: Sarah Marshman, Clerk

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

Minutes

25/080 To receive, and consider for acceptance, apologies for absence from Members of the Council

Resolved: To accept apologies from Councillors Mike Corish, Stephen Davis, and Toby Harris for the reasons provided to the council.

25/081 To receive any declarations of Disclosable Pecuniary Interests, Other Registerable Interests, or Non-Registerable Interests and to consider any Requests for Dispensation

Members made no declarations of Disclosable Pecuniary Interests, Other Registerable Interests, or Non-Registerable Interests, and no requests for dispensation were submitted.

25/082 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.

25/083 To approve the minutes of the Full Council Meeting held on 27th November 2025

Resolved: The members agreed to accept the minutes of the previous meeting as a true and accurate record, after which the Chair signed them.

25/084 To receive an update on previous decisions

The commemorative plaque for to celebrate the planting of a sycamore tree for Queen Elizabeth II's Silver Jubilee has been purchased and will be installed soon.

25/085 To receive a report from the District Councillor

A recent scrutiny meeting considered matters relating to social housing. It was noted that when a tenant vacates a Sovereign property, the organisation assesses the home - taking into account factors such as energy efficiency and wider social considerations - to determine whether the property should be retained or sold.

25/086 Planning Applications

a) To consider the following planning applications:

In accordance with Standing Order 13h, the Council agreed to grant a dispensation to Councillors Ros Maskell, Harriet McCalmont, and Stephen Miller in relation to planning application 25/02795/FUL, as without such a dispensation the number of members required to withdraw would represent such a proportion of those eligible to participate that it would impede the transaction of the business.

25/02795/FUL Hampstead Norreys Village Hall, Newbury Hill, Hampstead Norreys, RG18 0TR - Installation for 30 Solar Panels on Roof with protection netting (to avoid damage from nearby cricket pitch), plus an external cabinet to contain the Solar Inverter and Batteries

Resolved: To submit a response of no objections

25/02430/HOUSE Floodscross, Newbury Road, Compton, RG20 7RH - Conversion of existing garage into habitable accommodation. First floor side and single storey rear extensions with associated internal alterations

Resolved: To submit a response of no objections.

Councillor McCalmont left the meeting.

25/02863/FUL Winton Farm Barns, Wyld Court Hill, Hampstead Norreys, Thatcham RG18 0AA - Demolition of existing buildings and redevelopment of the site to provide new commercial units for Class E(g) use, together with access, parking and associated works

Resolved: To submit a response of no objections and to make the following comments:

1. The Council feels that replacing the existing older buildings with new timber-clad structures will improve the look of the site and better suit the rural setting.
2. The Council noted that there would be an increase in the footprint of the buildings. The Council asks that the planning officer is satisfied that the overall scale remains appropriate for the location and does not change the rural character of the area if it is minded to approve the application.

Councillor McCalmont rejoined the meeting.

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

The Parish Council has not responded to any applications using delegated powers since the previous meeting.

West Berkshire Council has reported the following planning decisions since the last meeting of Hampstead Norreys Parish Council:

- 25/02254/AGRIC Beechwood Poultry Farm, Wyld Court Hill, Hampstead Norreys, Thatcham RG18 0TL - Application to determine if prior approval is required for a proposed: Extension to agricultural building relating to existing poultry farm. Approved.
- 25/02438/CERTP Tree Tops, Forge Hill, Hampstead Norreys, Thatcham, RG18 0TE - Construct a new access track from the existing track beside the pub to the Tree Tops (Highview). Certificate of Lawfulness refused.

25/087 Finance:

a) To consider approving payments made/due as listed on the Finance Report

Resolved: The payments outlined in the Finance Report (Appendix 1) were approved.

b) To receive the most recent bank reconciliation

The bank reconciliation figures to 31st December 2025, as provided in the Finance Report (Appendix 1), were noted.

c) To receive any reports from the Internal Controller

The Internal Controller has reviewed the accounts until the end of November 2025.

d) To receive the most recent Quarterly Budget Summary

The quarterly budget summary to 30th December 2025 was reviewed.

25/088 To receive an update on compliance for Assertion 10 of the 25/26 AGAR

The checklist was reviewed, and the councillors were reminded to ensure they complete data protection training.

25/089 To consider quotes for repainting the phone box

Resolved: That a quote of £1,045 is approved.

It was noted that the Parish Partnership will provide funding of £550 towards this cost.

25/090 To consider the renewal of the grounds maintenance contract

Resolved: That the council continues using SCS Landscape Management at a cost of £3,177.39 + VAT, with additional grass cuts of the cricket outfield at £86.06 + VAT per cut.

25/091 To consider quotes for the installation of an additional sail and concrete pads by benches in Dean Meadow

Resolved: Provided that permission is obtained from the Amenities Trust to install these, the council will accept a quote from CJM Services to install a sail for £1,750+VAT and concrete pads for £1,245+VAT. This work will be commissioned in the 26/27 financial year.

25/092 To consider adopting the budget and setting the precept for 2026/27

Minor amendments were made to the draft budget.

Resolved: That the budget be adopted and the precept set at £28,385.

25/093 To receive an update from the Traffic and Speeding Working Group.

The group is meeting with a consultant appointed by West Berkshire Council (WBC) to discuss WBC's proposal to introduce a 20mph speed limit within the village. WBC will undertake a public consultation on the proposal at a later date.

25/094 To receive an update from the Flood Warden

There was no update.

25/095 Matters for future consideration or information

Members discussed ongoing parking issues on Water Street. The Clerk was asked to publicise a reminder encouraging residents to park close to the kerb to help maintain access for larger vehicles.

There being no further business, the meeting was closed at 9:02 pm.

Date and time of next scheduled meeting:

Parish Council Meeting: Thursday 26th March 2026 at 7:30 pm

Chair: _____

Date: _____

Appendix 1: Finance Report

Status at last bank reconciliation 31st December 2025	
Unity Trust Current Account	£17,609.10
Unity Trust Savings Account	£31,070.15
Lloyds Commercial Multipay (Card)	£0.00
Total	£48,679.25

Income received 19th November 2025 - 14th January 2026	
VAT refund	£2,431.16
Interest	£170.29
Allotment rent	£20.00
Total	£2,621.45

Payments to be approved				
Date	Method	Payee	Payment Detail	Amount
09-Nov	DD	Castle Water	Allotments water Oct	£16.09
30-Nov	FEE	Unity Trust Bank	Account fee	£6.00
03-Dec	DD	ICO	Registration fee 25/26	£47.00
03-Dec	Card	Lloyds Bank	Card fee	£3.00
18-Dec	DD	Castle Water	Water for allotments Nov	£13.32
18-Dec	BACS	Sunshine Commercial Services Ltd	Grounds maintenance Nov	£304.06
18-Dec	BACS	Tactical Facilities Management Ltd	Refuse disposal Nov	£107.06
18-Dec	BACS	Society of Local Council Clerks	Membership 26/27	£75.20
22-Dec	BACS	Staff costs	Staff costs Dec	£640.76
31-Dec	FEE	Unity Trust Bank	Account fee	£6.00
07-Jan	DD	SSE Energy Solutions	Electricity Jul	£111.04
08-Jan	DD	SSE Energy Solutions	Electricity Aug	£114.91
08-Jan	Card	Seton	Grit bin salt	£85.08
09-Jan	DD	SSE Energy Solutions	Electricity Sep	£116.34
12-Jan	DD	SSE Energy Solutions	Electricity Oct & Nov	£181.74
15-Jan	BACS	Tactical Facilities Management Ltd	Refuse disposal Dec	£107.06
15-Jan	BACS	Sunshine Commercial Services Ltd	Grounds maintenance Dec	£304.06
21-Jan	DD	SSE Energy Solutions	Electricity Dec	£76.70
22-Jan	BACS	Councillor MC	Reimburse training fees	£16.00
22-Jan	BACS	SLCC Enterprises	Practitioners' Conference (adjustment)	£4.80
22-Jan	BACS	Hampstead Norreys Village Hall	Room hire	£11.25

23-Jan	BACS	Staff costs	Staff costs Jan	£648.86
Total				£2,996.33

Transfers to be approved			
Date	From Account	To Account	Amount
16-Dec	Unity Trust Current	Lloyds Commercial Card	£3.00
Total			£3.00