



Hampstead Norreys Parish Council

MINUTES OF THE PARISH COUNCIL MEETING

Minutes of the Full Council Meeting held on Thursday 26th March 2026, in the Memorial Room, Hampstead Norreys Village Hall. Commencing at 7:40 pm.

Members Present: Councillor Ros Maskell, Chair
Councillor Toby Harris, Deputy Chair
Councillor Stephen Davis

Members Absent: Councillor Fiona Bennett
Councillor Mike Corish
Councillor Harriet McCalmont
Councillor Stephen Miller

Officers Present: Sarah Marshman, Clerk

In Attendance: 0 Members of the Public

Minutes

25/096 To receive, and consider for acceptance, apologies for absence from Members of the Council

Resolved: To accept apologies from Councillors Fiona Bennet, Mike Corish, Harriet McCalmont, and Stephen Miller for the reasons provided to the council.

25/097 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.

25/098 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.

25/099 To approve the minutes of the Full Council Meeting held on 22nd January 2026

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

25/100 To receive an update on previous decisions

The sail and concrete pads for the recreation ground have been ordered.

25/101 To receive a report from the District Councillor

The District Councillor has sent their apologies.

25/102 Planning Applications

a) To consider the following planning applications:

26/00363/HOUSE Cherry Hinton, Newbury Hill, Hampstead Norreys, Thatcham RG18 0TR - Part garage conversion, infill porch extension and remodel entrance hall.

Resolved: To submit a response of no objections.

26/00596/AGRIC The Old Dairy Site, Manor House, Church Street, Hampstead Norreys - Application to determine if prior approval is required for a proposed: New building - Steel portal frame straw barn.

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:

- 26/00273/CLASSR Eling Farm, Eling, Hermitage, RG18 9XR - Proposed change of use under Class R of the Town and Country Planning (General Permitted Development) (England) Order 2015, of a portion of an agricultural building to Flexible Use, falling within Class B2 (General Industrial), B8 (Storage and Distribution) and E (Commercial, Business and Service) of the Schedule to the Use Classes Order. No objections.

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

- 26/00273/CLASSR Eling Farm, Eling, Hermitage, RG18 9XR - Proposed change of use under Class R of the Town and Country Planning (General Permitted Development) (England) Order 2015, of a portion of an agricultural building to Flexible Use, falling within Class B2 (General Industrial), B8 (Storage and Distribution) and E (Commercial, Business and Service) of the Schedule to the Use Classes Order. Planning permission is not required.
- 25/02795/FUL Hampstead Norreys Village Hall, Newbury Hill, Hampstead Norreys, Thatcham, 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. Approved.

25/103 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 28th February 2026, 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 January 2026.

d) To receive the most recent Quarterly Budget Summary

The next quarterly budget summary will be issued after 31st March 2026.

25/104 To receive an update on compliance for Assertion 10 of the 25/26 AGAR

The council confirmed that it had carried out all the actions required in Assertion 10.

25/105 To consider whether to commission a Housing Needs Survey from Connecting Communities Berkshire (CCB)

Resolved: That the council should commission a Housing Needs Survey from CCB. It was noted that there is no cost for the completion of the survey by CCB.

25/106 To consider the West Berkshire Council Call for Sites

Resolved: That the council should not make a submission to the West Berkshire Council Call for Sites.

25/107 To receive an update from the Traffic and Speeding Working Group.

The council is waiting for feedback on when the 20mph consultation will take place and what the design will look like.

25/108 To receive an update from the Flood Warden

The groundwater level came very close to flooding approximately three weeks ago. Levels have since subsided, and conditions are improving. Unless there is a period of significant rainfall, the situation is expected to remain stable

25/109 Matters for future consideration or information

The Clerk presented the External Auditor's Report and Certificate for 2024/25. The Council reviewed the findings, which confirmed that Sections 1 and 2 of the AGAR had been completed in accordance with Proper Practices and that no other matters had been raised. As no actions were required, the Council noted the report.

The application to relist The White Hart as an asset of community value is being prepared for submission. The Clerk will appeal for testimonials from the community.

There being no further business, the meeting was closed at 8:43 pm.

Date and time of next scheduled meeting:

Parish Council Meeting: Thursday 7th May 2026 at 7:30 pm

Chair: _____

Date: _____

Appendix 1: Finance Report

Status at last bank reconciliation 28th February 2026	
Unity Trust Current Account	£14,516.81
Unity Trust Savings Account	£31,070.15
Lloyds Commercial Multipay (Card)	£0.00
Total	£45,586.96

Income received 15th January - 19th March 2026	
None	£0.00
Total	£0.00

Payments to be approved				
Date	Method	Payee	Payment Detail	Amount
03-Jan	Card	Lloyds Bank	Card fee	£3.00
23-Jan	Card	The Sign Maker	Plaque	£66.90
26-Jan	DD	Castle Water	Water for allotments Dec	£91.18
31-Jan	FEE	Unity Trust Bank	Account fee	£6.00
02-Feb	Card	Lloyds Bank	Card fee	£3.00
23-Feb	DD	SSE Energy Solutions	Lighting electricity Jan	£74.99
27-Feb	BACS	Sunshine Commercial Services Ltd	Grounds maintenance Feb	£304.06
27-Feb	BACS	Tactical Facilities Management Ltd	Refuse disposal Jan	£107.06
27-Feb	BACS	Staff costs	Staff costs Feb	£652.26
28-Feb	FEE	Unity Trust Bank	Account fee	£6.00
02-Mar	DD	Castle Water	Water for allotments Jan	£67.88
02-Mar	Card	Lloyds Bank	Card fee	£3.00
03-Mar	BACS	Tactical Facilities Management Ltd	Refuse disposal Feb	£107.06
19-Mar	DD	Castle Water	Water for allotments Feb	£12.95
19-Mar	Card	Royal Mail	Postage	£2.77
23-Mar	BACS	Staff costs	Staff costs Mar	£656.31
23-Mar	BACS	Sunshine Commercial Services Ltd	Grounds maintenance Feb	£304.06
26-Mar	BACS	A Councillor	Reimburse costs for water fountain	£282.88
26-Mar	BACS	A Councillor	Reimburse training costs	£16.00
26-Mar	BACS	A resident	Electricity costs for the defibrillator	£25.00
31-Mar	FEE	Unity Trust Bank	Account fee	£6.00
Total				£2,798.36

Transfers to be approved			
Date	From Account	To Account	Amount
16-Jan	Unity Trust Current	Lloyds Commercial Card	£3.00
16-Feb	Unity Trust Current	Lloyds Commercial Card	£154.98
16-Mar	Unity Trust Current	Lloyds Commercial Card	£3.00
Total			£160.98

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