

Hampstead Norreys Parish Council

MINUTES OF THE PARISH COUNCIL MEETING

Minutes of the Full Council Meeting held on Thursday 23rd January 2025, in the Memorial Room, Hampstead Norreys Village Hall. Commencing at 7:36 pm.

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

Members Absent: Councillor Fiona Bennett

Officers Present: Sarah Marshman, Clerk

In Attendance: 0 Members of the Public

Minutes

24/098 To receive, and consider for acceptance, apologies for absence from Members of the Council

Resolved: To accept apologies from Councillor Fiona Bennett for the reasons provided to the council.

24/099 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 interest or requests for dispensation.

24/100 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.

24/101 To approve the minutes of the Full Council Meeting held on 23rd January 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.

Councillor Toby Harris arrived at 7:37 pm.

24/102 To receive an update on previous decisions

The Clerk has written to the church regarding land ownership.

The Amenities Trust has agreed to the installation of a water fountain. Councillor Miller will arrange this.

The replacement streetlights have been ordered. The council is awaiting the invoice for the upfront payment.

24/103 To receive a report from the District Councillor

The District Councillor sent their apologies.

24/104 Planning Applications

a) To consider the following planning applications:

There were no new planning applications.

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

No planning responses have been made 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:

- 25/00094/HOUSE Appletrees, Forge Hill, Hampstead Norreys, Thatcham RG18 0TE -Garage conversion with internal alterations and car port. Approved.
- 24/01300/FUL Eling Farm Buildings and Land, Eling Hermitage, Thatcham - General-purpose agricultural building. Approved.
- 25/00160/COND Eling Farm Buildings and Land, Eling Hermitage, Thatcham - Application for Approval of Details Reserved by Conditions 5 (Habitat Management and Monitoring Plan) and 6 (CEMP) of planning permission 24/01300/FUL - General-purpose agricultural building. Approved in part (condition 6) and refused in part (condition 5).

24/105 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 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 December 2024.

d) To receive the most recent Quarterly Budget Summary

The next quarterly budget summary to 31st March 2025 will be reviewed at the next meeting.

24/106 To consider approaching West Berkshire Council to install a hedgehog crossing sign on Church Street

Resolved: To approach West Berkshire Council to request the installation of a hedgehog crossing sign on Church Street.

24/107 To consider accepting responsibility for issuing Stage 1 and 2 Nuisance and Obstruction Letters

Resolved: To accept responsibility from West Berkshire Council for issuing Stage 1 and 2 Nuisance and Obstruction Letters.

- 24/108 To consider quotes to repair the rotating dish roundabout**
Resolved: To accept the quote from CJM Services for £1,991+VAT.
- 24/109 To consider quotes for safety surfacing for the installation of the table tennis table planned in Dean Meadow**
Resolved: To accept a quote from CJM Services for 21m² of woodland mulch surface for £2,150+VAT. The Clerk will now apply for funding from the National Lottery Community Fund.
- 24/110 To consider alternative website/email providers**
Resolved: To set up a new website and email system with Parish Online at a cost of £400+VAT per year.
- 24/111 To consider quotes for the grounds maintenance contract**
Resolved: To accept the quote from Sunshine Commercial Services for £3,040.56+VAT for the year, plus £82.35+VAT for any additional cuts of the cricket field.
- 24/112 To review earmarked reserves**
Resolved: To earmark the following funds:
- Play area repairs/replacement £5,000 (new fund taken from general reserves)
 - Well House/ Bus shelter repairs £300 (unspent budget from 24/25)
 - Allotments £43.84 (unspent from 24/25)
 - Speeding equipment £3,500 (unspent budget from 24/25).
- 24/113 To receive an update from the Traffic and Speeding Working Group.**
The request for a 20mph speed limit is still dependent on the results of the trial in Theale.
A request for a white line chicane request has been refused, however, WBC will instead paint a 30 roundel on the road.
- 24/114 To receive an update from the Flood Warden**
Over the past month, river levels have been steadily decreasing. However, groundwater remains a concern, and sewer systems are still at capacity.
- 24/115 Matters for future consideration or information**
The Clerk will contact the insurance company to check whether a volunteer group to tidy up the Eling Way would be covered.

Councillor Harris will ensure articles are submitted to The Broadsheet.

There being no further business, the meeting was closed at 9:01 pm.

Date and time of next scheduled meeting:

Annual Parish Meeting: Thursday 24th April 2025 at 7:30 pm

Parish Council Meeting: Thursday 22nd May 2025 at 7:30 pm

Chairman: _____

Date: _____

Appendix 1: Finance Report

Status at last bank reconciliation 28th February 2025	
Unity Trust Current Account	£8,681.47
Unity Trust Savings Account	£30,355.81
Lloyds Commercial Multipay (Card)	£0.00
Total	£39,037.28

Income received 15th January -19th March 2025	
None	£0.00
Total	£0.00

Payments to be approved				
Date	Method	Payee	Payment Detail	Amount
02-Jan	CARD	Lloyds Bank	Card monthly fee	£3.00
30-Jan	DD	SSE Energy Solutions	Electricity Dec	£80.86
02-Feb	CARD	Lloyds Bank	Card monthly fee	£3.00
05-Feb	BACS	Tactical Facilities Management Ltd	Refuse disposal Jan	£107.06
28-Feb	FEE	Unity Trust Bank	Service Charge	£6.00
28-Feb	BACS	Staff Costs	Staff costs Feb	£636.65
28-Feb	BACS	Skips Electrical	Lighting bollard repair	£323.88
28-Feb	BACS	Sunshine Commercial Services Ltd	Grounds maintenance Jan	£276.91
28-Feb	BACS	Tactical Facilities Management Ltd	Refuse disposal Feb	£107.06
03-Mar	DD	SSE Energy Solutions	Electricity Jan	£80.86
20-Mar	DD	Castle Water	Allotments water	£2.57
23-Mar	BACS	Staff Costs	Staff costs Mar	£612.80
23-Mar	BACS	HALC	Training - Year End for Councillors	£70.80
23-Mar	BACS	Sunshine Commercial Services Ltd	Grounds maintenance Feb	£276.91
23-Mar	BACS	Vision ICT	Gov.uk email addresses	£108.00
Total				£2,696.36

Transfers to be approved			
Date	From Account	To Account	Amount
16-Jan	Unity Trust Current	Lloyds Commercial Card	£3.00
17-Feb	Unity Trust Current	Lloyds Commercial Card	£3.00
17-Mar	Unity Trust Current	Lloyds Commercial Card	£3.00
Total			£9.00