

Hampstead Norreys Parish Council

Wilkins Centre, Burrell Road, Compton, Newbury, RG20 6NP
clerk@hampsteadnorreys.org.uk

PARISH COUNCIL MEETING

I hereby give you notice that the next Parish Council meeting is to be held on

Monday 27th January 2020 at 7.30pm

In the Memorial Room, Village Hall, Newbury Hill, Hampstead Norreys

and all Members of the Council are hereby summoned to attend.

Sarah Marshman
Clerk to the Council
Dated: 22nd January 2020

AGENDA

- 1 To receive apologies for absence from Members of the Council
- 2 To receive any declarations of pecuniary interests by members or the Clerk and to consider any requests for dispensation
- 3 To receive: Questions or comments from members of the public
Representations from any member who has declared a pecuniary interest
- 4 To approve the minutes of the Parish Council Meeting held on 12th December 2019
- 5 Matters arising from the [minutes](#) of the Parish Council Meeting held on 12th December 2019
- 6 To receive a report from District Councillor Carolyne Culver
- 7 Planning Applications
 - a) To consider the following new applications:

None		
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 - b) To receive a [report](#) on West Berkshire Council's recent planning decisions
- 8 To consider co-opting a new Councillor to fill one vacancy

- 9 To consider quotes for surfacing in the play area and to consider making grant applications towards the cost
- 10 To consider quotes for the grounds maintenance contract for 2020 and 2021
- 11 To consider the [budget](#) and set the precept for 2020/21
- 12 To consider requesting West Berkshire Council install a 'Slow Down' sign on Compton Road
- 13 To discuss dog waste bins within the Parish
- 14 To receive the [finance report](#) and approve payments due
- 15 Correspondence
- 16 Matters for future consideration and information

Date and time of next scheduled meeting:

Parish Council Meeting: Monday 23rd March 2020 at 7:30pm in the Memorial Room

Hampstead Norreys Parish Council

Minutes of the Parish Council Meeting

Held on **Thursday 12th December 2019** at **7:30pm** in St Mary's Church, Church Street

Councillors present: Councillor David Barlow (Chair), Caroline Herman, Colin Layton, Ros Maskell, Harriet McCalmont and Gwenan Paul.

Councillors not present: None

In attendance: Sarah Marshman (Clerk).
1 member of the public

The meeting started at 7:30pm.

- 19/20-072 **To receive apologies for absence from Members of the Council**
There were none.
- 19/20-073 **To receive any declarations of pecuniary interests by members or the Clerk and to consider any requests for dispensation**
There were none.
- 19/20-074 **To receive: Questions or comments from members of the public**
Representations from any member who has declared a pecuniary interest
There were none.
- 19/20-075 **To approve the minutes of the Parish Council Meeting held on 25th November 2019**
It was resolved that the minutes be accepted as a true record. They were then signed by the Chairman.
- 19/20-076 **Matters arising from the minutes of the Parish Council Meeting held on 25th November 2019**
There were none.
- 19/20-077 **Planning Applications**
a) To consider the following new applications:

App. Ref.	Location	Proposed Work	Recommendation
19/02908/ DEMO	Grain Store, Adjacent Middle Barn Bungalows, Hampstead Norreys	A concrete framed building with a steel framed lean-to each side measuring a total of 28.692 metres in width and 25.824 metres in length x 4.000 metres to eaves and 8.484 metres to ridge, together with a front extension measuring 7.916 metres in width x 6.900 metres in length x 7.443 metres to eaves and 3 no. silos situated externally behind the main building.	No objections
Comments: The site is adjacent to Townsend Bungalows, not Middle Barn Bungalows as referenced in the site address.			

b) To receive a report on West Berkshire Council recent planning decisions

There were none.

19/20-078 **To consider quotes to purchase two salt bins including salt**
It was resolved to purchase a 200l salt bin with salt to be positioned at the top of the steps, provided that the dimensions of the bin are checked to ensure it fits in the space available, and to fill the two salt bins currently present in the village.

19/20-079 **To receive the finance report and approve payments due**
It was resolved to approve the payments listed on the finance report which is at Attachment 1.

19/20-080 **Correspondence**
There was none.

19/20-071 **Matters for future consideration and information**
The steps require cleaning. This will be reported to West Berkshire Council.

The data from recent speed monitoring on Compton Road will be requested from West Berkshire Council.

Meeting closed 7:55pm.

Date and time of next scheduled meeting:
Parish Council Meeting: Monday 27th January 2020 at 7:30pm in the Memorial Room

Chairman:

Date:

Attachment 1:

<u>Unity Trust Current Account</u>		<u>RECEIPTS</u>	<u>PAYMENTS</u>
Balance of current account at last meeting 25th November 2019		£11,321.50	
ICO	Registration 2019/20		£35.00
Triangle Management Clerk	Refuse disposal Nov Salary/expenses Dec		£33.60 £281.43
Berks Pension Fund	Pension contributions Dec		£60.72
HMRC	PAYE Q3		£15.60
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		£11,321.50	£426.35
Balance at bank on 12th December 2019		<u>£10,895.15</u>	
<u>HSBC Current Account</u>		<u>RECEIPTS</u>	<u>PAYMENTS</u>
Balance of current account at last meeting 25th November 2019		£626.31	
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		£626.31	£0.00
Balance at bank on 12th December 2019		<u>£626.31</u>	
<u>HSBC Deposit Account</u>		<u>RECEIPTS</u>	<u>PAYMENTS</u>
Balance of deposit account at last meeting 25th November 2019		£21,687.14	
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		£21,687.14	£0.00
Balance at bank on 12th December 2019		<u>£21,687.14</u>	
<u>Total at bank on 12th December 2019</u>		<u>£33,208.60</u>	

West Berkshire Council's Recent Planning Decisions

App. Ref.	Location	Proposed Work	Response from HNPC	WBC Decision
19/01540/ HOUSE	Cherry Hinton, Newbury Hill, Hampstead Norreys, RG18 0TR	Alterations and extension to garage plus first floor extension for bedroom with en-suite shower	Object	Approved
19/02600/ HOUSE	White Rose House, Water Street, Hampstead Norreys, RG18 0SG	Proposed installation of a 16kw Air source heat pump to the rear of the property.	No objections	Approved
19/02855/ HOUSE	Springbank, Hampstead Norreys, RG18 0TF	Retrospective in Part - Single bay extension to existing storage and car barn with solar panels on south facing slate roof over existing parking way with dwarf retaining walls.	No objections	Approved
19/02908/ DEMO	Grain Store Adjacent Middle Barn Bungalows, Hampstead Norreys	A concrete framed building with a steel framed lean-to each side measuring a total of 28.692 metres in width and 25.824 metres in length x 4.000 metres to eaves and 8.484 metres to ridge, together with a front extension measuring 7.916 metres in width x 6.900 metres in length x 7.443 metres to eaves and 3 no. silos situated externally behind the main building.	No objections	Prior approval is not required

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Hampstead Norreys Parish Council - 2020/21 Budget
Draft v2

<u>NORMAL EXPENDITURE</u>	2018/19 Actual Spend	Agreed 2019/20 Budget	Totals End Oct 2019	Forecast year-end spend	2020/21 Budget	Comments
INCOME					INCOME	
1 Precept	£11,000	£13,700	£13,700	£13,700	£15,100	
2 Interest	£42.95	£26.00	£28.20	£50.00	£50.00	
3 Allotment Rents	£143.00	£143.00	£158.00	£126.00	£143.00	
4 Grants/Donations received	£924.00	£500.00	£0.00	£500.00	£500.00	
5 VAT refund	£966.51	£850.00	£840.52	£840.52	£350.00	
6 Other	£1,549.43	£0.00	£2,897.50	£2,897.50	£0.00	
A Total Income	£14,626	£15,219	£17,624	£18,114	£16,143	
EXPENDITURE					EXPENDITURE	
1a Electricity	£144	£200	£0	£150	£200	
1b Lighting maintenance	£135	£300	£0	£200	£300	
1c Replacement of steps lights	£0	£0	£0	£0	£3,000	Grant funding/open spaces reserves
1 Lighting Total	£279	£500	£0	£350	£3,500	
2 Allotment Costs	£37	£150	£79	£158	£170	
3a BALC subscription	£176	£190	£185	£185	£200	
3b CCB subscription	£30	£35	£0	£35	£35	
3c CPRE subscription	£36	£40	£36	£40	£40	
3d SLCC subscription	£37	£45	£0	£45	£50	
3 Subscriptions Total	£279	£310	£221	£305	£325	
4 Grounds Maintenance	£2,361	£3,500	£1,476	£3,500	£3,500	
5a Maint/landscaping	£0	£200	£0	£200	£200	
5b Well/bus shelter repairs	£0	£200	£0	£200	£200	
5c Playground maint/repairs	£681	£600	£45	£300	£600	
5d Telephone	£385	£385	£385	£385	£385	
5e Dog waste bins	£0	£210	£110	£210	£120	
5f Refuse disposal	£336	£350	£178	£318	£450	
5g Defibrillator	£95	£120	£75	£75	£110	
5h Other maintenance	£30	£0	£0	£0	£0	
5i Installation of new bins	£0	£0	£0	£0	£900	
5 Other Maintenance Total	£1,527	£2,065	£793	£1,688	£2,965	
6 Staff costs	£3,866	£4,000	£2,002	£4,000	£4,250	
7a Insurance	£575	£625	£618	£618	£650	
7b Audit	£0	£0	£0	£0	£0	If self certify exempt, no cost incurred
7c Bank charges	£72	£72	£42	£72	£72	
7d ICO registration	£35	£35	£0	£35	£35	
7e Hall rent	£147	£200	£0	£200	£200	
7f Elections	£0	£200	£0	£200	£0	
7g Chairman's allowance	£0	£20	£0	£20	£20	
7h Stationery/supplies	£93	£60	£3	£30	£30	
7i Training	£151	£200	£0	£200	£200	
7j Website	£0	£125	£125	£125	£125	
7 Administration Total	£1,073	£1,537	£789	£1,500	£1,332	
8a Church grass cutting	£800	£1,200	£1,200	£1,200	£1,200	
8b WBCS donation	£100	£100	£100	£100	£100	
8c Downland Volunteer Group	£100	£100	£100	£100	£100	
8d Pang Valley Flood Forum	£200	£100	£100	£100	£100	
8e Royal British Legion (wreaths)	£50	£50	£50	£50	£50	
8f WBC Library Service	£0	£70	£70	£70	£70	
8g GreenFest	£0	£0	£0	£100	£100	
8h Other donations	£200	£300	£10,000	£10,000	£200	
8 Donations Total	£1,450	£1,920	£11,620	£11,720	£1,920	
9 Contingencies	£0	£200	£0	£200	£200	
10 Sundries	£0	£100	£0	£100	£0	
11 Reserves	£5,852	£0	£0	£0	£0	
12 VAT	£840	£900	£247	£350	£400	
B NORMAL SPEND	£17,565	£15,182	£17,226	£23,871	£18,562	
A-B INCOME - EXPENDITURE	-£2,939	£37	£398	-£5,757	-£2,419	INCOME - EXPENDITURE

Bank Balances			
Start of year	£40,592		£31,895
End of year	£37,652		£29,476

Cost to a Band D Household	£31.02	£38.46	£42.11
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Current Earmarked Reserves		
Open Spaces	£4,529	
Flood Defences*	£15,000	*Estimated contribution, to be confirmed
Youth Club Funds	£1,549	
Chuckles Funds	£2,892	
Total Earmarked	£23,970	

Statement of accounts 27th January 2020

<u>Unity Trust Current Account</u>			<u>RECEIPTS</u>	<u>PAYMENTS</u>
Balance of current account at last meeting 12th December 2019			£10,895.15	
17-Dec	DD	Castle Water	Allotments water Nov	£8.37
31-Dec	BACS	Unity Trust Bank	Service charges Oct-Dec	£18.00
20-Jan	DD	Castle Water	Allotments water Dec	£8.65
27-Jan	BACS	Triangle Management Company	Refuse disposal Dec	£33.60
27-Jan	BACS	Southern Electric	Electricity	£614.13
27-Jan	BACS	Scofell	Clearance work in the cutting	£2,079.00
27-Jan	BACS	Scofell	Hedge cutting in car park	£240.00
27-Jan	BACS	CJM Services	Repairs and surfacing play area	£1,677.00
27-Jan	BACS	Clerk	Salary/expenses Jan	£282.05
27-Jan	BACS	Berks Pension Fund	Pension contributions Jan	£70.80
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			£10,895.15	£5,031.60
Balance at bank on 27th January 2020			<u>£5,863.55</u>	
<u>HSBC Current Account</u>			<u>RECEIPTS</u>	<u>PAYMENTS</u>
Balance of current account at last meeting 12th December 2019			£626.31	
06-Dec		Interest on deposit account	£10.81	
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			£637.12	£0.00
Balance at bank on 27th January 2020			<u>£637.12</u>	
<u>HSBC Deposit Account</u>			<u>RECEIPTS</u>	<u>PAYMENTS</u>
Balance of deposit account at last meeting 12th December 2019			£21,687.14	
			<hr/>	
			£21,687.14	£0.00
Balance at bank on 27th January 2020			<u>£21,687.14</u>	
Total at bank on 27th January 2020			<u>£28,187.81</u>	