

Hampstead Norreys Parish Council

FULL COUNCIL MINUTES

Minutes of the Full Council Meeting held on Thursday 25th November 2021 in the Memorial Room at
Hampstead Norreys Village Hall.
Commencing at 7:35pm.

Members Present: Councillor David Barlow, Chairman
Councillor Caroline Herman, Vice-Chairman
Councillor Fiona Bennett
Councillor Colin Layton
Councillor Ros Maskell
Councillor Gwenan Paul

Members Absent: Councillor Harriet McCalmont

Officers Present: Sarah Marshman, Clerk

In Attendance: Carolyne Culver, District Councillor

Minutes

- 21/22-079 To receive apologies for absence from Members of the Council**
Apologies were received and accepted from Councillor Harriet McCalmont.
- 21/22-080 To receive any declarations of pecuniary interests by members or the Clerk and to consider any requests for dispensation**
No declarations of interests or requests for dispensation were made.
- 21/22-081 To receive questions or comments from members of the public or representations from any member who has declared a pecuniary interest**
No questions, comments or representations were received.
- 21/22-082 To approve the minutes of the Full Council Meeting held on 4th November 2021**
Resolved: Members agreed the minutes of the last meeting be accepted as a true record. The Chairman signed the minutes of this meeting and those that had been held since the last face-to-face meeting on 17th June 2021.
- 21/22-083 Matters arising from the Minutes of the previous Parish Council Meeting**
The Clerk was requested to follow up on accessing the grant for purchase of the football goals.
- 21/22-084 To receive a report from the District Councillor**
It was noted that the planning application for the Institute site in Compton is expected to be considered by the Western Area Planning Committee on 15th December.

- 21/22-085 Planning Applications**
- a) **To consider the following planning applications:**
There were no new planning applications
- b) **To receive a report on West Berkshire Council's recent planning decisions**
There were no new decisions reported since the previous meeting.
- 21/22-086 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 31st October 2021, as provided on the Finance Report in Appendix 1.
- c) **To receive the most recent Quarterly Budget Summary**
Resolved: To note the Quarterly Budget Summary to 30th September 2021.
- 21/22-087 To consider quotes for additional safety surfacing around the equipment in Dean Meadow**
Resolved: To seek grant funding to assist with the costs of installing mulch safety surface under the gym equipment and the play equipment that does not currently have this type of safety surface.
- 21/22-088 To consider a request for funding towards a new roof from the Scout Hut in Compton**
Resolved: To make a donation of £300 through The Good Exchange.
- 21/22-089 To consider the auditor and set the scope for audit for 2021/22**
Resolved: To agree the scope for audit and to appoint Heelis and Lodge as the internal auditors for 2021/22.
- 21/22-090 To review the Draft Budget**
Some amendments were discussed. These alterations will be made and the budget will be agreed at the next meeting.
- 21/22-091 To receive an update from the Traffic and Speeding Working Group**
Purchase of a Speed Indicator Device (SID) is expected to be around £2,570+VAT. The Council discussed the possibility of sharing the cost and use with another parish.
- 21/22-092 Matters for future consideration and information**
West Berkshire Climate Forum is seeking possible locations for wild verges. The verge at the top of Wyld Court Hill, opposite the entrance to Wyld Court Stables, will be suggested as an option.
- 21/22-093 In accordance with the Public Bodies (Admission to Meetings) Act 1960 s 1(2), resolve that press and members of the public should be excluded from the following items by reason of the confidential nature of the business to be discussed**
Resolved: To exclude the press and members of the public from Minutes 21/22-094 and 21/22-095.

21/22-094 To consider the License Agreement between Hampstead Norreys Amenities Trust and Hampstead Norreys Parish Council regarding the maintenance of Dean Meadow
Some amendments were suggested and will be sent to the Hampstead Norreys Amenities Trust for review.

21/22-095 To consider staff salaries
It was resolved to continue at the current salary point and honour any back pay from April 2021 on the pay increase that is still under negotiations.

There being no further business, the meeting was closed at 8:40pm.

Date and time of next scheduled meeting:

Parish Council Meeting: Thursday 27th January 2021 at 7:30pm

Chairman: _____

Date: _____

Appendix 1: Finance Report

Status at last bank reconciliation 30th September 2021

Unity Trust	£13,713.49
HSBC Current	£660.77
HSBC Business Money Manager	£21,687.14
Total	£36,061.40

Income received 23rd September - 28th October 2021

Precept (payment 2 of 2)	£9,413.00
Allotment rent	£60.00
Interest	£0.54
Total	£9,473.54

Payments to be approved

Payment Date	Method	Payee	Payment Detail	Amount
30-Sep	BACS	Unity Trust Bank	Bank charges	£18.00
07-Oct	BACS	Sunshine Commercial Services Ltd	Grounds maintenance	£234.76
11-Oct	BACS	Southern Electric	Electricity	£119.37
25-Oct	BACS	Staff Costs	Includes staff salaries, PAYE and pension contributions Oct	£305.64
04-Nov	BACS	Sunshine Commercial Services Ltd	Cricket pitch cuts	£288.00
04-Nov	BACS	Crescent Signs	Signage	£117.60
04-Nov	BACS	Scribe	Accounts software	£345.60
Total				£1,428.97