

Hampstead Norreys Parish Council

FULL COUNCIL MINUTES

Minutes of the Full Council meeting held Online via Zoom on Thursday 25th March 2021.
Commencing at 7:31pm.

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

Members Absent: None

Officers Present: Sarah Marshman, Clerk

In Attendance: 1 member of the public

Minutes

- 20/21-122 **To receive apologies for absence from Members of the Council**
All members were present and so no apologies for absence were received.
- 20/21-123 **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.
- 20/21-124 **To receive:**
Questions or comments from members of the public
Representations from any member who has declared a pecuniary interest
No questions, comments or representations were made.
- 20/21-125 **To approve the Minutes of the Parish Council Meeting held on 28th January 2021**
Resolved: Members agreed the minutes of the last meeting be accepted as a true record. The minutes will be signed at the first opportunity the Council has to meet face to face.
- 20/21-126 **Matters arising from the Minutes of the Parish Council Meeting held on 28th January 2021**
20/21-119 Councillor Maskell will raise the issue regarding the section where there is no pavement due to a telegraph pole on Forge Hill with West Berkshire Council.
20/21-119 Notification of the Members' Bid has now been received. The Clerk will liaise with the Village Hall regarding an application for the CCTV project.

- 20/21-127 **To receive a report from District Councillor Carlyne Culver**
CC sent her apologies.
- 20/21-128 **Planning Applications**
a) To consider the following new applications:
 There were none.
b) To receive a report on West Berkshire Council's recent planning decisions
 The following planning decisions have been reported by West Berkshire Council since the last meeting:
 - 20/01914/FUL Tree Tops, Forge Hill, Hampstead Norreys, Thatcham RG18 0TE - Change of use of associated land to provide two additional ancillary parking spaces. Two storey front and side extension over basement to create granny annexe and carers room. Application approved.
 - 21/00145/HOUSE Autumn Cottage, Water Street, Hampstead Norreys, Thatcham RG18 OSD - Erection of garden room and store. Application approved.
- 20/21-129 **Finance:**
a) To consider approving payments made/due
 An additional invoice was added to the payment list originally published with the agenda.
 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 28th February 2021, as provided on the Finance Report in Appendix 1.
- 20/21-130 **To consider the Council's response to the Settlement Boundary Review**
 Resolved: To make suggestions of alterations to the proposed settlement boundary.
- 20/21-131 **To consider quotes for the grounds maintenance for 2021**
 Resolved: To accept a quote from SCS Landscapes.
- 20/21-132 **To consider quotes to install safety surfacing on the play area**
 Resolved: To accept a quote from Redlynch provided a contract on the prices is provided.
- 20/21-133 **To consider installing a waste bin at the end of Dean Meadow**
 Resolved: To defer as a request has been made to the Hampstead Norreys Community Shop to install a bin and pay for waste collections.
- 20/21-134 **To consider increasing the frequency of emptying litter and dog waste bins**
 Resolved: To request that the two bins at the Hampstead Norreys end of the Eling Way are emptied on a 10 day schedule or, if not possible, a weekly schedule.
 Resolved: To request West Berkshire Council increases the size of the litter bin situated in the play area in the Dean in order to combat the potential health and safety issues caused by an overflowing bin in the play area.
- 20/21-135 **To review and discuss changes to the bylaws for Dean Meadow**
 The bylaws were reviewed and suggested alterations were made. The suggested alterations will be sent to the Hampstead Norreys Amenities Trust to review and consider.

20/21-136 **To consider any actions required for the resumption of face-to-face meetings**

Resolved: To continue meeting online.

20/21-137 **Matters for future consideration and information**

A staggered barrier, fencing and signage is due to be installed at the Hampstead Norreys end of the Eling Way.

The Clerk was requested to contact the owners of the track running alongside the Dean and the school to enquire as to whether any safety signage will be installed relating to the school entrance.

The Traffic and Speeding Working Group gave an update. Little can be done at the moment due to COVID. West Berkshire Council is now recommending that parishes join together to purchase and share equipment.

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

Date and time of next scheduled meeting:

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

Chairman: _____

Date: _____

Attachment 1: Finance Report

Status at last bank reconciliation 28th February 2021

Unity Trust	£8,318.94
HSBC Current	£659.15
HSBC Business Money Manager	£21,687.14
Total	£30,665.23

Income received 20th January - 17th March 2021

Good Exchange Grant	£1,500.00
Total	£1,500.00

Payments to be approved

Payment Date	Method	Payee	Payment Detail	Amount
04-Mar	BACS	Triangle Management	Refuse disposal Jan	£105.60
04-Mar	BACS	Triangle Management	Refuse disposal Feb	£105.60
04-Mar	BACS	SLCC	Membership 21/22	£38.52
04-Mar	BACS	Staff Costs	Includes staff salaries, PAYE and pension contributions Feb	£305.35
25-Mar	BACS	A Councillor	Defibrillator electricity 20/21	£20.00
25-Mar	BACS	Staff Costs	Includes staff salaries, PAYE and pension contributions Mar	£442.70
25-Mar	BACS	CJM Services	Repairs to sign in Dean Meadow	£149.00
30-Mar	DD	Unity Trust Bank	Bank charges	£18.00
Total				£1,184.77