

To: All Members of Compton Parish Council
All Councillors are hereby summoned to attend the following meeting.
Please inform the Clerk if you are unable to attend.

NOTICE OF MEETING

MEETING: Full Council
DATE & TIME: Monday 6th February 2023 at 7.00pm
PLACE: Wilkins Centre, Burrell Road, Compton, Newbury, RG20 6NP

S. Marshman

Dr S. Marshman, PSLCC, Clerk to the Council

31st January 2023

Agenda

1. To receive, and consider for acceptance, apologies for absence from Members of the Council
2. To receive any [declarations of Disclosable Pecuniary Interests, Other Registerable Interests or Non-Registerable Interests](#) and to consider any requests for dispensation from Members declaring a [Disclosable Pecuniary Interest](#)
Councillors should use the [flow-chart](#) below to identify which type of interest they have and what action should be taken. Please declare what type of interest you have in the meeting.
3. To receive:
 - 3.1 Questions or comments from members of the public regarding items on the agenda
 - 3.2 Representations from any member who has declared an [Other Registerable Interest or a Non-Registerable Interest](#)
4. To approve the [Minutes of the Full Council Meeting held on 9th January 2023](#)
5. To discuss any matters arising from the previous meeting
6. To receive a report from the District Councillor
7. To review the minutes and recommendations from the following committees:

Committee	Meeting Date	Minute Numbers	Recommendations
Planning	None		
Personnel	None		

8. To receive an update and review recommendations from the following working parties:
 - 8.1 Burial Ground
 - 8.2 Village Enhancement
 - 8.3 Digital
 - 8.4 Street lighting
 - 8.5 Sports Pavilion
 - 8.6 Allotments

9. Planning Applications
 - 9.1 To consider the following new planning applications:
 - [23/00061/LBC 1 Horn Street, Compton, RG20 6QS](#) - Replacement and upgrading of insulation to pitched roof of former single storey Forge element.
 - [23/00109/HOUSE Downe Cottage, Ilsley Road, Compton, RG20 7PG](#) - Side extension including demolition of sunroom.
 - 9.2 To consider whether to request the District Councillor calls in any planning applications to the Western Area Planning Committee
 - 9.3 To consider whether to refer any planning applications for further response from the Council's planning consultants
 - 9.4 To receive a [report on recent planning decisions taken by West Berkshire Council](#)

10. Finance:
 - 10.1 To consider approving the payments listed on the [Finance Report](#)
 - 10.2 To note the most recent [Bank Reconciliation](#)
 - 10.3 To note the Quarterly Budget Report (*if applicable*)
 - 10.4 To receive any reports from the Internal Controller

11. To receive the Clerk's report

12. To consider actions related to vehicles driving and parking on the council land at Gordon Crescent

13. To consider any actions relating to the bus shelter on High Street

14. To consider any actions relating to the table tennis tables in the Recreation Ground

15. To ratify any actions taken regarding the Western Area Planning Committee meeting to discuss planning application 20-01336-OUTMAJ Institute for Animal Health

16. To consider purchasing a speed indicator device (SID) jointly with East Ilsley Parish Council and implementing a Co-Ownership Agreement

17. To consider quotes for CCTV in the Recreation Ground

18. To consider a response to West Berkshire Council's [Local Plan Review Regulation 19 Consultation](#) – *information on the proposed settlement boundary for Compton can be viewed on page 168 of the [Settlement Boundary Review](#)*

19. To consider making an application to have The Foinavon listed as an [Asset of Community Value](#)

20. To consider requesting the church holds the Book of Condolences for Queen Elizabeth II and the votive purchased in her memory
21. To receive an update on vandalism and anti-social behaviour (ASB) in the village
22. To receive reports on the following:
 - 22.1 Recreation Ground
 - 22.2 Rights of Way
 - 22.3 Village Hall
 - 22.4 Downland Practice Patient Representation Group
 - 22.5 Communications
23. To discuss matters for future consideration and for information
24. To resolve under Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 that as publicity would be prejudicial to the public interest by reason of the Confidential nature of the business about to be transacted, it is advisable that the Public and Press be temporarily excluded from this meeting, and they are herewith instructed to withdraw
25. To consider actions relating to plot 2 at Newbury Lane Allotments following receipt of advice from the council's solicitor

Date and time of next scheduled meeting:

Full Council: Monday 6th March 2023 at 7pm

Supporting Documentation

4. To receive any declarations of Disclosable Pecuniary Interests, Other Registerable Interests or Non-Registerable Interests and to consider any requests for dispensation

Members are invited to declare Disclosable Pecuniary Interests, Other Registerable Interests and Non-Registerable Interests in items on the agenda as required by the Compton Parish Council [Code of Conduct](#) for Members, as adopted on 5th July 2021, Minute 21/22-087, and by the [Localism Act 2011 Chapter 7](#).

Please use the flow chart below to ascertain the type of interest you have and what action you are required to take.

DPI = Disclosable Pecuniary Interest

ORI = Other Registerable Interest

-NRI = Non-Registerable Interest

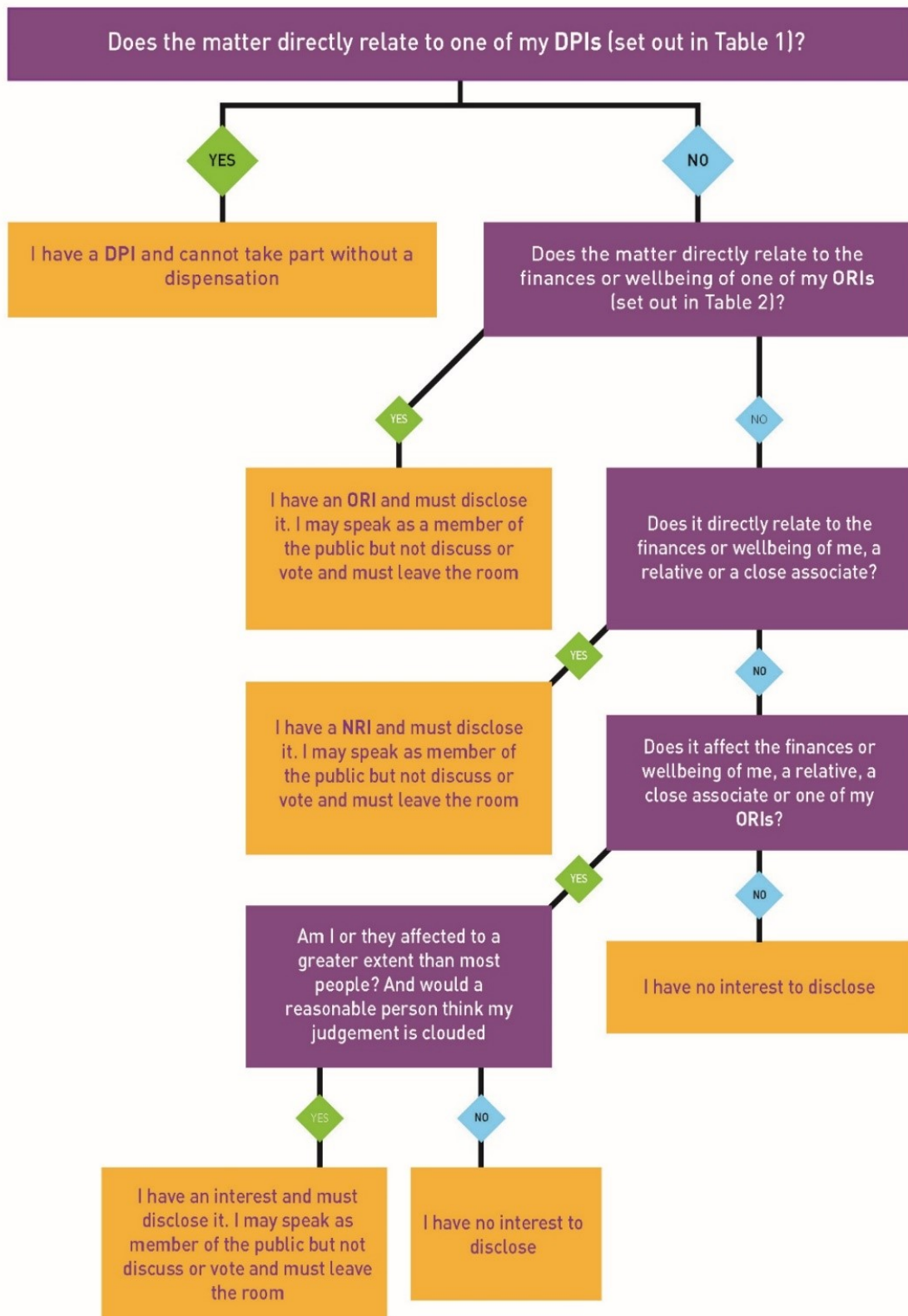


Table 1: Disclosable Pecuniary Interests

Subject	Description
Employment, office, trade, profession or vocation	Any employment, office, trade, profession or vocation carried on for profit or gain.
Sponsorship	<p>Any payment or provision of any other financial benefit (other than from the council) made to the councillor during the previous 12-month period for expenses incurred by him/her in carrying out his/her duties as a councillor, or towards his/her election expenses.</p> <p>This includes any payment or financial benefit from a trade union within the meaning of the Trade Union and Labour Relations (Consolidation) Act 1992.</p>
Contracts	<p>Any contract made between the councillor or his/her spouse or civil partner or the person with whom the councillor is living as if they were spouses/civil partners (or a firm in which such person is a partner, or an incorporated body of which such person is a director* or a body that such person has a beneficial interest in the securities of*) and the council —</p> <p>(a) under which goods or services are to be provided or works are to be executed; and</p> <p>(b) which has not been fully discharged.</p>
Land and property	Any beneficial interest in land which is within the area of the council. 'Land' excludes an easement, servitude, interest or right in or over land which does not give the councillor or his/her spouse or civil partner or the person with whom the councillor is living as if they were spouses/ civil partners (alone or jointly with another) a right to occupy or to receive income.
Licenses	Any licence (alone or jointly with others) to occupy land in the area of the council for a month or longer
Corporate tenancies	<p>Any tenancy where (to the councillor's knowledge)—</p> <p>(a) the landlord is the council; and</p> <p>(b) the tenant is a body that the councillor, or his/her spouse or civil partner or the person with whom the councillor is living as if they were spouses/ civil partners is a partner of or a director* of or has a beneficial interest in the securities* of.</p>
Securities	<p>Any beneficial interest in securities* of a body where—</p> <p>(a) that body (to the councillor's knowledge) has a place of business or land in the area of the council; and</p> <p>(b) either—</p> <p>(i) the total nominal value of the securities* exceeds £25,000 or one hundredth of the total issued share</p>

	<p>capital of that body; or</p> <p>(ii) if the share capital of that body is of more than one class, the total nominal value of the shares of any one class in which the councillor, or his/ her spouse or civil partner or the person with whom the councillor is living as if they were spouses/civil partners have a beneficial interest exceeds one hundredth of the total issued share capital of that class.</p>
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* 'director' includes a member of the committee of management of an industrial and provident society.

* 'securities' means shares, debentures, debenture stock, loan stock, bonds, units of a collective investment scheme within the meaning of the Financial Services and Markets Act 2000 and other securities of any description, other than money deposited with a building society.

Table 2: Other Registerable Interest

<p>You must register as an Other Registerable Interest :</p> <ol style="list-style-type: none"> 1. any unpaid directorships 2. any body of which you are a member or are in a position of general control or management and to which you are nominated or appointed by your authority 3. any body <ol style="list-style-type: none"> (i) exercising functions of a public nature (ii) directed to charitable purposes or (iii) one of whose principal purposes includes the influence of public opinion or policy (including any political party or trade union) of which you are a member or in a position of general control or management

9.4 To receive a report on recent planning decisions taken by West Berkshire Council

The following decisions have been reported by West Berkshire Council since the last Parish Council meeting:

- 22/02916/HOUSE Redhaven, Cheap Street, Compton, RG20 6NH - Proposed rear conservatory - (existing conservatory, rear extension & utility to be removed). Approved.
- 22/02881/HOUSE 16 Burrell Road, Compton, Newbury, RG20 6NS - Two storey side extension and single storey rear extension. Approved.

10. Finance:

Finance Report

Status at last bank reconciliation 31st December 2022

Account	Amount
Unity Trust Current Account	£28,226.43
Unity Trust Savings Account	£123,398.96
Lloyds Multipay Corporate Card	-£31.27
Total	£151,594.12

Income received until 30th January 2023

Account	Income Detail	Amount
Current	Compilations	£1,767.50
Total		£1,767.50

Payments made on Lloyds Corporate Card to be approved

Method	Date	Payee	Payment Detail	Amount
CC	03-Jan	Lloyds	Monthly card fee	£3.00
CC	06-Jan	Amazon	Bin & mop for pavilion	£32.98
CC	10-Jan	Amazon	Refuse sacks for pavilion	£6.67
CC	10-Jan	Amazon	Bin for pavilion	£15.99
CC	10-Jan	Amazon	Squeegee for pavilion	£26.67
CC	26-Jan	Microsoft	Office software	£11.28
Total				£96.59

Payments from Unity Trust Current Account to be approved

Method	Date	Payee	Payment Detail	Amount
DD	18-Jan	Vodafone	Mobile phone	£23.03
DD	23-Jan	Southern Electric	Street light electricity standing charges Dec	£80.46
BACS	27-Jan	Aquaheat	Repair leak in Sports Pavilion	£302.70
BACS	27-Jan	Almond Arborists	Removal of maple at Newbury Lane Allotments	£600.00
BACS	30-Jan	Nexus	Microsoft	£11.28
BACS	06-Feb	Triangle Management	Refuse disposal Nov/Dec	£45.60
BACS	06-Feb	SLCC	Membership 23/24	£168.97
BACS	06-Feb	A Councillor	Expenses from jubilee event and compost for planting	£265.06
BACS	06-Feb	Staff Costs	Staff Costs Jan	£1,768.13
Total				£3,265.23

Transfers

Method	Date	From Account	To Account	Amount
DD	17-Jan	Unity Current	Lloyds	£34.27
Total				£34.27

Bank Reconciliation

Bank Reconciliation at 31/12/2022

	Cash in Hand 01/04/2022	142,237.22
	ADD	
	Receipts 01/04/2022 - 31/12/2022	71,138.48
	Subtotal	213,375.70
	SUBTRACT	
	Payments 01/04/2022 - 31/12/2022	61,781.58
A	Cash in Hand 31/12/2022	151,594.12
	(per Cash Book)	
	Cash in hand per Bank Statements	
	Petty Cash	0.00
	3 Lloyds Corporate Card	-31.27
	2 Unity Savings	123,398.96
	1 Unity Current	28,226.43
	Subtotal	151,594.12
	Less unrepresented payments	0
	Subtotal	151,594.12
	Plus unrepresented receipts	0
B	Adjusted Bank Balance	151,594.12

A = B Checks out OK

Quarterly Budget Report

Income

Income		Receipts			Payments			Net Position	
Code	Title	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend	
1	Precept	51,000.00	51,000.00						(0%)
2	Interest		690.30	690.30				690.30	(N/A)
3	VAT Refund								(N/A)
4	Grants		3,913.00	3,913.00				3,913.00	(N/A)
5	Other Income								(N/A)
57	CIL Receipts		4,505.64	4,505.64				4,505.64	(N/A)
	SUB TOTAL	51,000.00	60,108.94	9,108.94				9,108.94	(17%)

Administration

Administration		Receipts			Payments			Net Position	
Code	Title	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend	
6	Staff Costs				18,900.00	14,258.35	4,641.65	4,641.65	(24%)
7	Staff Expenses				200.00	99.99	100.01	100.01	(50%)
8	Office				960.00	720.00	240.00	240.00	(25%)
9	Office Supplies/Equipment				250.00	1,053.92	-803.92	-803.92	(-321%)
10	Phone				200.00	172.71	27.29	27.29	(13%)
11	Website				350.00		350.00	350.00	(100%)
12	Bank Charges				108.00	81.00	27.00	27.00	(25%)
13	Subscriptions				802.00	417.61	384.39	384.39	(47%)
14	Software				900.00	577.20	322.80	322.80	(35%)

15	Insurance	950.00	946.87	3.13	3.13	(0%)
16	Election Fees	320.00		320.00	320.00	(100%)
17	Audit Fees	550.00	542.50	7.50	7.50	(1%)
18	Chairman's Allowance	80.00		80.00	80.00	(100%)
19	Training	500.00	61.25	438.75	438.75	(87%)
20	Meeting Rental	360.00	100.00	260.00	260.00	(72%)
21	Other Expenses		352.36	-352.36	-352.36	(N/A)
48	Professional Advice	3,000.00	2,591.90	408.10	408.10	(13%)
SUB TOTAL		28,430.00	21,975.66	6,454.34	6,454.34	(22%)

Village Maintenance

Code	Title	Budgeted	Receipts		Payments			Net Position	
			Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend	
22	Grounds Maintenance				5,000.00	6,161.48	-1,161.48	-1,161.48	(-23%)
23	Recreation Ground				300.00		300.00	300.00	(100%)
24	Play Equipment Maintenance				2,000.00	105.00	1,895.00	1,895.00	(94%)
25	Tree Maintenance				1,000.00	3,709.00	-2,709.00	-2,709.00	(-270%)
26	Refuse Disposal				400.00	427.77	-27.77	-27.77	(-6%)
27	Vandalism Repair				400.00		400.00	400.00	(100%)
28	War Memorial Maintenance				150.00		150.00	150.00	(100%)
SUB TOTAL					9,250.00	10,403.25	-1,153.25	-1,153.25	(-12%)

Allotments

Code	Title	Budgeted	Receipts		Payments			Net Position	
			Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend	

29	Allotment Rent - Newbury Lane	500.00	267.00	-233.00				-233.00	(-46%)
30	Allotment Rent - School Road	350.00	465.75	115.75				115.75	(33%)
31	Newbury Lane Water				250.00	301.56	-51.56	-51.56	(-20%)
32	Newbury Lane Capital								(N/A)
33	Newbury Lane Other Expenses								(N/A)
34	School Road Water				200.00	166.70	33.30	33.30	(16%)
35	School Road Capital								(N/A)
36	School Road Other Expenses					60.00	-60.00	-60.00	(N/A)
37	Allotment Skips				250.00		250.00	250.00	(100%)
	SUB TOTAL	850.00	732.75	-117.25	700.00	528.26	171.74	54.49	(3%)

Sports Pavilion

Code	Title	Receipts			Payments			Net Position	
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/-	Under/over spend
38	Sports Pavilion/Rec Income	450.00	250.00	-200.00				-200.00	(-44%)
39	SP Building Maintenance				600.00	1,133.46	-533.46	-533.46	(-88%)
40	SP Running Costs				500.00	495.78	4.22	4.22	(0%)
41	Pitch Marking				920.00	90.85	829.15	829.15	(90%)
	SUB TOTAL	450.00	250.00	-200.00	2,020.00	1,720.09	299.91	99.91	(4%)

Lighting

Code	Title	Receipts			Payments			Net Position	
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/-	Under/over spend
42	Electricity				4,400.00	8,843.79	-4,443.79	-4,443.79	(-101%)

43	Lighting Routine Maintenance		2,500.00		1,833.83	666.17	666.17	(26%)
44	Lighting Repairs		500.00			500.00	500.00	(100%)
45	Lighting Replacement		35,000.00		3,368.70	31,631.30	31,631.30	(90%)
	SUB TOTAL		42,400.00		14,046.32	28,353.68	28,353.68	(66%)

Burial Ground

Code	Title	Budgeted	Receipts		Payments			Net Position	
			Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend	
46	Burial Ground - Income								(N/A)
47	Burial Ground				4,000.00	4,659.50	-659.50	-659.50	(-16%)
	SUB TOTAL				4,000.00	4,659.50	-659.50	-659.50	(-16%)

Compilations

Code	Title	Budgeted	Receipts		Payments			Net Position	
			Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend	
49	Compilations - Income	1,800.00	2,242.50	442.50				442.50	(24%)
50	Compilations				2,300.00	365.93	1,934.07	1,934.07	(84%)
	SUB TOTAL	1,800.00	2,242.50	442.50	2,300.00	365.93	1,934.07	2,376.57	(57%)

Grants

Code	Title	Budgeted	Receipts		Payments			Net Position	
			Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend	

51	Grants					1,429.97	-1,429.97	-1,429.97	(N/A)
	SUB TOTAL					1,429.97	-1,429.97	-1,429.97	(N/A)

Neighbourhood Development Plan

Code	Title	Budgeted	Receipts		Budgeted	Payments		Net Position	
			Actual	Variance		Actual	Variance	+/-	Under/over spend
52	NDP - Income								(N/A)
53	NDP								(N/A)
	SUB TOTAL								(N/A)

Events

Code	Title	Budgeted	Receipts		Budgeted	Payments		Net Position	
			Actual	Variance		Actual	Variance	+/-	Under/over spend
54	Christmas Events				200.00	78.18	121.82	121.82	(60%)
55	Christmas Day Lunch Room Hire				50.00		50.00	50.00	(100%)
59	Other Events				200.00	295.00	-95.00	-95.00	(-47%)
60	Greening Campaign				200.00	25.00	175.00	175.00	(87%)
	SUB TOTAL				650.00	398.18	251.82	251.82	(38%)

Reserves

Code	Title	Budgeted	Receipts		Budgeted	Payments		Net Position	
			Actual	Variance		Actual	Variance	+/-	Under/over spend

56	Reserves				381.62	-381.62	-381.62	(N/A)
58	CIL Expenditure				610.00	-610.00	-610.00	(N/A)
	SUB TOTAL				991.62	-991.62	-991.62	(N/A)

Summary

NET TOTAL	54,100.00	63,334.19	9,234.19	89,750.00	56,518.78	33,231.22	42,465.41	(29%)
V.A.T.		9,391.79			5,262.80			
GROSS TOTAL		72,725.98			61,781.58			