



## Minutes of the Full Council Meeting

Held on Monday 2<sup>nd</sup> September 2024 in the Wilkins Centre, Compton. Commencing at 7:05 pm.

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**Members Present:** Councillor Dave Aldis, Chair  
Councillor Rebecca Pinfold, Deputy Chair  
Councillor Jude Cunningham  
Councillor Linda Moss  
Councillor Sharon Tiller  
Councillor Ian Tong

**Members Absent:** Councillor Stephen Dearn  
Councillor Alison Strong

**Officers Present:** Sarah Marshman, Clerk/RFO

**In Attendance:** 3 Members of the Public

### Minutes

- 24/063 To receive, and consider for acceptance, apologies for absence from Members of the Council**  
Resolved: To accept apologies from Councillors Stephen Dearn and Alison Strong for the reasons provided to the council.
- 24/064 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**  
There were no declarations of interest or requests for dispensation.
- 24/065 To receive:**  
**Questions or comments from members of the public regarding items on the agenda**  
**Representations from any member who has declared an Other Registerable Interest or a Non-Registerable Interest**  
A representative from 50/50 Coffee explained the aims of the business and asked about advertising within the village.

A resident spoke about planning application 24/01738/HOUSE.

**24/066 To approve the Minutes of the Full Council Meeting held on 1<sup>st</sup> July 2024**  
Resolved: Members agreed the minutes of the last meeting be accepted as a true record. The Chair signed the minutes.

**24/067 To discuss any matters arising from the previous meeting**  
There were no matters arising.

**24/068 To receive a report from the District Councillor**  
West Berkshire Council will hold an extraordinary full council meeting to discuss the schools' funding clawback, which affects The Downs School.

**24/069 To review the minutes and recommendations from the following committees:**

| Committee | Date     | Minute Numbers      | Recommendations to Full Council |
|-----------|----------|---------------------|---------------------------------|
| Planning  | 18/07/24 | PLN24/001-PLN24/007 | None                            |
| Personnel | None     |                     |                                 |

**24/070 To receive an update and review recommendations from the following working parties:**  
Sports Pavilion – The Clerk was requested to write to the football club regarding complaints received about the language used during games.

**24/071 Planning Applications:**

**24/071.1 To consider whether to refer any planning applications for further response from the Council's planning consultants**

24/01525/HOUSE Boundary House, Churn Road, Compton, RG20 6PP - Installation of a 16kw Samsung EHS Gen7 R290 air source heat pump on the southern wall of my house. British gas will be completing the installation and advised that as the Samsung unit dimensions are 1.018m high x 1.27m Wide x 0.53m deep its volume is 0.685 cu.m and thus larger than the 0.6cu.m threshold for permitted development.  
Resolved: To submit a response of no objections

24/01738/HOUSE 9 Newbury Lane, Compton, RG20 6PB - Proposed two-storey side extension and single storey rear extension with associated alterations.  
Resolved: To submit a response of no objections to this application, but to also request that any access by heavy goods vehicles be avoided during peak school run times - 8am-9am & 2:30pm-4:00pm, in line with the requirements given to the current development work at the Institute of Animal Health site within the village.

**24/071.2 To consider whether to request the District Councillor calls in any planning applications to the Western Area Planning Committee**  
There were no applications requiring call in.

**24/071.3 To consider whether to refer any planning applications for further response from the Council's planning consultants**

There were no applications requiring referral.

**24/071.4 To receive a report on recent planning decisions taken by West Berkshire Council**

The Planning Inspectorate has reported the following decision since the last Parish Council meeting:

- APP/W0340/D/23/3329562 - 23/00686/HOUSE 9 Newbury Lane, Compton, RG20 6PB - Proposed two-storey front and side extension and part two-storey part single storey rear extension. Appeal dismissed.

West Berkshire Council has reported no decisions since the last meeting.

**24/072 Finance:**

**24/072.1 To consider approving the payments listed on the Finance Report**

Resolved: To approve the payments listed in the Finance Report in Appendix 1.

**24/072.2 To note the most recent Bank Reconciliation**

Resolved: To note the bank reconciliation figures as provided in the Finance Report in Appendix 1.

**24/072.3 To receive any reports from the Internal Controller**

The Internal Controller has inspected the accounts to the end of March 2024.

**24/072.4 To note the Quarterly Budget Report**

The quarterly budget report to 30<sup>th</sup> June was reviewed.

**24/073 To consider the adoption of a revised Allotment Tenancy Agreement and Welfare Agreements for poultry, ducks, sheep and horses**

Resolved: To adopt the Allotment Tenancy Agreement and Welfare Agreements for poultry, ducks, rabbits, sheep and horses.

**24/074 To review the external audit report for 2023/24**

The external audit report was reviewed. The external auditor made no comments, so no actions were required by the council.

**24/075 To consider the adoption of new Financial Regulations**

Resolved: To defer this item to the next meeting.

**24/076 To adopt revisions to the Training and Development Policy**

Resolved: To defer this item to the next meeting.

**24/077 To consider the purchase of poppy wreaths and donate to the Royal British Legion**

Resolved: To purchase three wreaths for the parade, Compton Church and Compton war memorial post, and to make a donation of £50 to the local branch of the Royal British Legion.

**24/078 To receive an update on vandalism and anti-social behaviour (ASB) in the village**

There were no reports.

**24/079 To receive reports on the following:**

There were no reports.

**24/080 To discuss matters for future consideration or information**

The Clerk was requested to review the Football Pitch and Sports Pavilion hire documents in relation to the revised charges.

The Clerk was requested to contact the grounds maintenance contractor for recommendations of any work required to the football pitch at the end of the football season.

There being no further business, the meeting was closed at 8:53 pm.

Date and time of next scheduled meeting:

Full Council: Monday 7<sup>th</sup> October 2024 at 7 pm

Chairman: \_\_\_\_\_

Date: \_\_\_\_\_

## Appendix 1: Finance Report

| Status at bank reconciliation on 30 <sup>th</sup> June 2024 |                    |
|---|--------------------|
| Account   | Amount             |
| Unity Trust Current Account                                 | £32,563.46         |
| Unity Trust Savings Account                                 | £58,903.20         |
| Lloyds Multipay Corporate Card                              | -£14.06            |
| CCLA Public Sector Deposit Fund                             | £25,000.00         |
| <b>Total</b>  | <b>£116,452.60</b> |

| Status at bank reconciliation on 31st July 2024 |                    |
|---|--------------------|
| Account   | Amount             |
| Unity Trust Current Account                     | £26,507.83         |
| Unity Trust Savings Account                     | £58,903.20         |
| Lloyds Multipay Corporate Card                  | -£12.36            |
| CCLA Public Sector Deposit Fund                 | £25,000.00         |
| <b>Total</b>                                    | <b>£110,398.67</b> |

| Income received 25th June - 20th August 2024 |                            |                |
|--|----------------------------|----------------|
| Account                                      | Income Detail              | Amount         |
| Savings                                      | Interest (Unity)           | £446.00        |
| Current                                      | Allotments rent            | £82.54         |
| Current                                      | Compilations advertising   | £93.00         |
| Current                                      | Compilations contribution  | £69.00         |
| Current                                      | Interest from CCLA account | £216.88        |
| <b>Total</b>                                 |                            | <b>£907.42</b> |

| Payments made on Lloyds Corporate Card to be approved |           |              |                           |                |
|---|-----------|--------------|---------------------------|----------------|
| Method  | Date      | Payee        | Payment Detail            | Amount         |
| CC  | 03-Jun-24 | Lloyds Bank  | Card fees                 | £3.00          |
| CC  | 02-Jul-24 | Lloyds Bank  | Card fees                 | £3.00          |
| CC  | 08-Jul-24 | Microsoft    | Microsoft software        | £12.36         |
| CC  | 02-Aug-24 | Lloyds Bank  | Card fees                 | £3.00          |
| CC  | 12-Aug-24 | Royal Mail   | Postage                   | £0.85          |
| CC  | 12-Aug-24 | Ebay         | Keyboard                  | £20.93         |
| CC  | 20-Aug-24 | Bowcom       | Line marking paint        | £119.32        |
| CC  | 20-Aug-24 | Samba Sports | Corner flags and net pegs | £69.92         |
| <b>Total</b>  |           |              |                           | <b>£232.38</b> |

**Payments from Unity Trust Current Account to be approved**

| Method       | Date      | Payee                  | Payment Detail                              | Amount            |
|--------------|-----------|------------------------|---|-------------------|
| DD           | 26-Jun-24 | SSE Energy Solutions   | Electricity at Sports Pavilion              | £2,019.35         |
| DD           | 26-Jun-24 | SSE Energy Solutions   | Lighting electricity March                  | £62.45            |
| DD           | 30-Jun-24 | Unity Trust Bank       | Bank fees                                   | £18.00            |
| DD           | 18-Jul-24 | Castle Water           | Water at Sports Pavilion                    | £11.27            |
| DD           | 18-Jul-24 | Vodafone               | Phone July                                  | £26.20            |
| DD           | 26-Jul-24 | SSE Energy Solutions   | Lighting electricity June                   | £629.79           |
| BACS         | 19-Aug-24 | Bibby Commercial       | Refuse disposal Jul                         | £289.02           |
| BACS         | 19-Aug-24 | West Berkshire Council | Compilations Aug                            | £492.00           |
| BACS         | 19-Aug-24 | AD Clark               | Grounds maintenance Mar/Apr & pitch marking | £1,877.20         |
| BACS         | 19-Aug-24 | AD Clark               | Grounds maintenance May                     | £811.25           |
| BACS         | 19-Aug-24 | AD Clark               | Grounds maintenance Jun                     | £811.25           |
| BACS         | 19-Aug-24 | Staff Costs            | Staff costs/expenses Jul                    | £1,938.61         |
| DD           | 20-Aug-24 | Vodafone               | Phone Aug                                   | £26.20            |
| DD           | 26-Aug-24 | SSE Energy Solutions   | Lighting electricity Jul                    | £629.79           |
| BACS         | 02-Sep-24 | PKF Littlejohn         | External audit 23/24                        | £378.00           |
| BACS         | 02-Sep-24 | A resident             | Green bin for clearing Pang trash screen    | £50.00            |
| BACS         | 06-Sep-24 | Staff Costs            | Staff costs/expenses Aug                    | £1,926.91         |
| <b>Total</b> |           |                        |   | <b>£11,997.29</b> |

**Transfers**

| Method       | Date      | From Account  | To Account | Amount        |
|--------------|-----------|---------------|------------|---------------|
| DD           | 16-Jul-24 | Unity Current | Lloyds     | £17.06        |
| DD           | 16-Aug-24 | Unity Current | Lloyds     | £15.36        |
| <b>Total</b> |           |               |            | <b>£32.42</b> |