



Compton Parish Council

Wilkins Centre, Burrell Road, Compton, Newbury, RG20 6NP

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<https://comptonparishcouncil.gov.uk/>

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 4th November 2024 at 7.00pm

PLACE: Wilkins Centre, Burrell Road, Compton, Newbury, RG20 6NP

S. Marshman

Dr S. Marshman, PSLCC, Clerk to the Council

29th October 2024

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](#)/tables 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 7th October 2024](#)
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	Date	Minutes	Recommendations to Full Council
Planning	None		
Personnel	21/10/24	PER24/011- PER24/025	To set the following budget figures for 2025/26 - Staff costs £23,650, Staff expenses £200, Office £1,056, Employee Training £500, Councillor Training £500. To put any unspent funds from the training budget line into an earmarked reserve at the end of each year.

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:
 - None
- 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](#)

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 receive any reports from the Internal Controller
- 10.4 To note the [Quarterly Budget Report](#) (if applicable)

11. To consider quotes for fencing at Newbury Lane allotments

12. To consider the purchase of weed control sheets for the allotments

13. To consider a response to the consultation on the Baxter Healthcare site – *please see the [Wallingford Road, Compton consultation website](#)*

14. To review Councillor training

15. To receive an update on vandalism and anti-social behaviour (ASB) in the village

16. To receive reports on the following:

16.1 Recreation Ground

16.2 Rights of Way

16.3 Village Hall

16.4 Downland Practice Patient Participation Group

16.5 Communications

17. To discuss matters for future consideration or information

Date and time of next scheduled meeting:

Full Council: Monday 2nd December 2024 at 7 pm

Supporting Documentation

3. 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

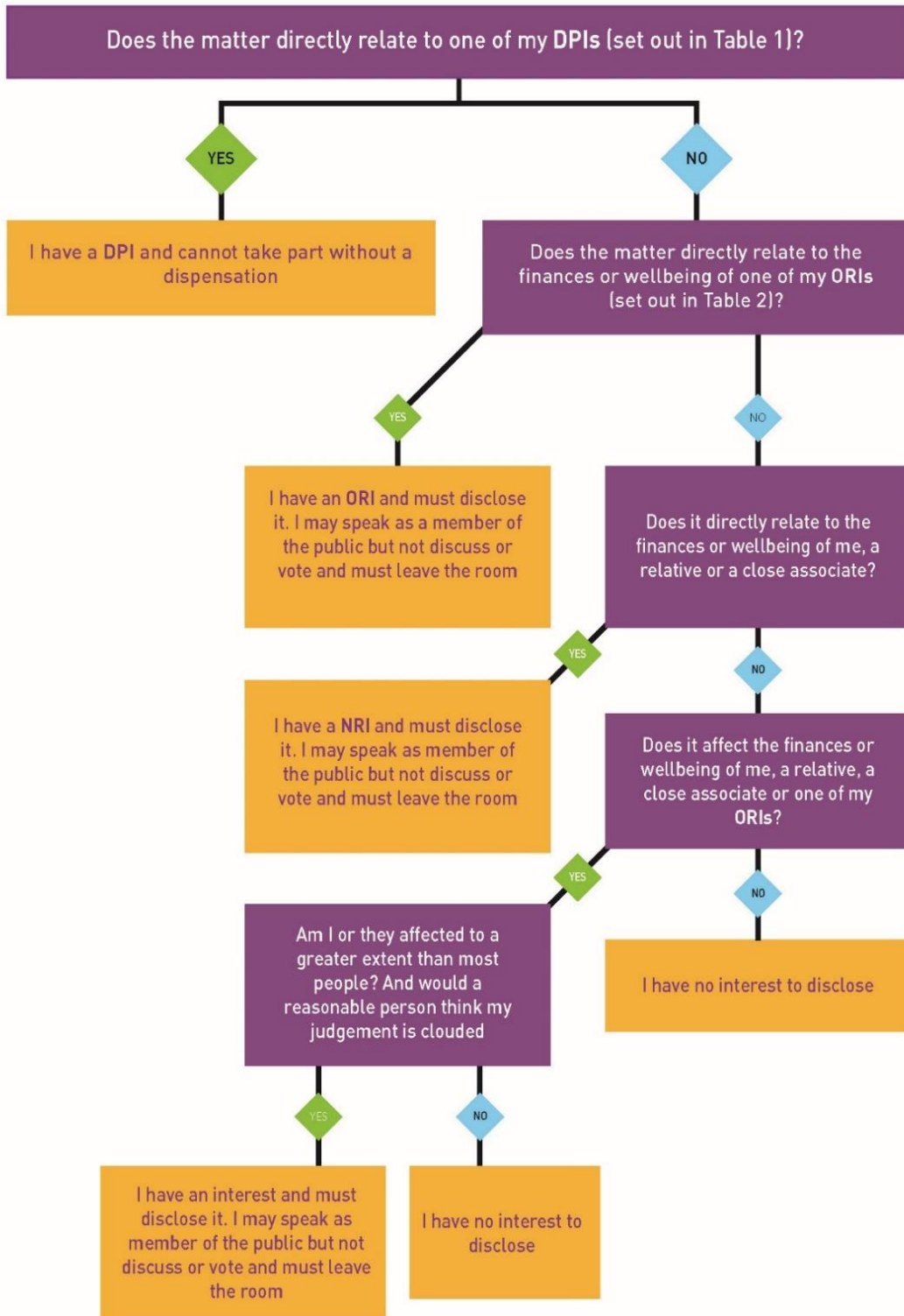


Table 1: Disclosable Pecuniary Interests

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	<p>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.</p>
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</p>

	<p>securities* exceeds £25,000 or one hundredth of the total issued share 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

You must register as an Other Registerable Interest:

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
 - (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

West Berkshire Council has reported the following decisions since the last Parish Council meeting:

- 24/00998/HOUSE 18 Manor Crescent, Compton, RG20 6NR - Erect an enclosed wooden framed lean-to to side of house. Extend width of front porch by 3m. Erect 25 m², 2.8m high workshop in back garden. Approved.
- 24/01167/HOUSE Hillfoot Farm, Aldworth Road, Compton, RG20 6RD - Single storey rear extension, Side Porch and Detached Home Office. Approved.
- 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. Approved.
- 24/01639/COND 23 Tithe Barn Close, Compton, RG20 6AA - Application for Approval of Details Reserved by Condition 14 (remediation measures) of planning permission 22/00614/FULD - Section 73a Variation of Condition 2 (Approved Plans) of previously approved application 17/02861/FULD: Demolition of Manor Barn and construction of a pair semi-detached dwellings with associated parking, landscaping and amenity space. Approved.
- 24/01738/HOUSE 9 Newbury Lane, Compton, RG20 6PB - Proposed two-storey side extension and single storey rear extension with associated alterations. Approved.

10. Finance:

Finance Report

Status at last bank reconciliation 30th September 2024	
Account	Amount
Unity Trust Current Account	£14,940.86
Unity Trust Savings Account	£59,311.49
Lloyds Multipay Corporate Card	-£29.35
CCLA Public Sector Deposit Fund	£25,000.00
Total	£99,223.00

Income received 30th September - 27th October 2024		
Account	Income Detail	Amount
Current	Precept	£33,272.00
Current	HMRC VAT refund (Apr-Sep)	£897.46
Current	Interest from CCLA account	£102.64
Current	Pitch/Pavilion Hire	£365.00
Current	Compilations advertising	£62.00
Savings	Interest	£408.29
Total		£35,107.39

Payments made on Lloyds Corporate Card to be approved				
Method	Date	Payee	Payment Detail	Amount
CC	02-Oct-24	Lloyds Bank	Card fees	£3.00
CC	14-Oct-24	Amazon	Padlock	£18.97
CC	14-Oct-24	Royal British Legion	Poppy Wreaths	£63.00
				£84.97

Payments from Unity Trust Current Account to be approved				
Method	Date	Payee	Payment Detail	Amount
BACS	30-Sep-24	Unity Trust Bank	Service fee	£18.00
BACS	10-Oct-24	West Berkshire Council	Compilations Oct	£492.00
BACS	10-Oct-24	Tactical Facilities Management	Refuse disposal Sep	£245.62
DD	18-Oct-24	Vodafone	Phone Oct	£26.20
BACS	24-Oct-24	ABC to Read	Grant	£50.00
BACS	24-Oct-24	Autumn Group	Grant	£243.00
BACS	24-Oct-24	Life Education Wessex and Thames Valley	Grant	£50.00
BACS	24-Oct-24	Friends of Compton Primary School	Grant	£150.00
BACS	24-Oct-24	Compton Players	Grant	£150.00
BACS	24-Oct-24	1st Compton Scouts	Grant	£150.00

BACS	25-Oct-24	SSE Energy Supply	Lighting electricity Sep	£629.79
BACS	04-Nov-24	Royal British Legion - Compton, Ilseleys & Norreys Branch	Donation	£50.00
Total				£2,254.61

Transfers				
Method	Date	From Account	To Account	Amount
DD	16-Oct-24	Unity Current	Lloyds	£32.35
Total				£32.35

Bank Reconciliation

Bank Reconciliation at 30/09/2024			
	Cash in Hand 01/04/2024		88,826.26
	ADD		
	Receipts 01/04/2024 - 30/09/2024		42,993.08
	Subtotal		131,819.34
	SUBTRACT		
	Payments 01/04/2024 - 30/09/2024		32,596.34
A	Cash in Hand 30/09/2024		99,223.00
	(per Cash Book)		
	Cash in hand per Bank Statements		
	Petty Cash	0.00	
	1 Unity Current	14,940.86	
	2 Unity Savings	59,311.49	
	3 Lloyds Corporate Card	-29.35	
	4 CCLA Public Sector Deposit Fund	25,000.00	
	Subtotal		99,223.00
	Less unrepresented payments		0
	Subtotal		99,223.00
	Plus unrepresented receipts		0
B	Adjusted Bank Balance		99,223.00
	A = B Checks out OK		

Quarterly Budget Report – to 30th September 2024

Income

Code	Title	Receipts			Payments			Net Position	
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend	
1	Precept	66,544.00	33,272.00	-33,272.00				-	(-50%)
2	Interest	1,400.00	1,295.95	-104.05				-104.05	(-7%)
4	Grants		1,622.50	1,622.50				1,622.50	(N/A)
5	Other Income								(N/A)
57	CIL Receipts								(N/A)
	SUB TOTAL	67,944.00	36,190.45	-31,753.55				-	(-46%)

Administration

Code	Title	Receipts			Payments			Net Position	
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend	
6	Staff Costs				23,000.00	10,979.46	12,020.54	12,020.54	(52%)
7	Staff Expenses				200.00	66.83	133.17	133.17	(66%)
8	Office				1,056.00	528.00	528.00	528.00	(50%)
9	Office Supplies/Equipment				150.00	19.99	130.01	130.01	(86%)
10	Phone				290.00	130.98	159.02	159.02	(54%)
11	Website				350.00	424.98	-74.98	-74.98	(-21%)
12	Bank Charges				108.00	54.00	54.00	54.00	(50%)
13	Subscriptions				960.00	507.75	452.25	452.25	(47%)
14	Software				1,200.00	613.10	586.90	586.90	(48%)
15	Insurance				1,300.00	1,153.31	146.69	146.69	(11%)

16	Election Fees	320.00			320.00	320.00	(100%)
17	Audit Fees	800.00	575.00		225.00	225.00	(28%)
18	Chairman's Allowance	60.00			60.00	60.00	(100%)
19	Training - Employees	500.00	8.75		491.25	491.25	(98%)
20	Meeting Rental	450.00			450.00	450.00	(100%)
21	Other Expenses						(N/A)
48	Professional & Legal Fees	4,000.00			4,000.00	4,000.00	(100%)
64	Training - Councillors	500.00			500.00	500.00	(100%)
SUB TOTAL		35,244.00	15,062.15		20,181.85	20,181.85	(57%)

Village Maintenance

Code	Title	Receipts			Payments			Net Position	
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend	
22	Grounds Maintenance				6,500.00	3,245.00	3,255.00	3,255.00	(50%)
23	Recreation Ground				500.00		500.00	500.00	(100%)
24	Play Equipment Maintenance				2,000.00	118.00	1,882.00	1,882.00	(94%)
25	Tree Maintenance				1,000.00	2,785.00	-1,785.00	-1,785.00	(-178%)
26	Refuse Disposal				3,000.00	1,109.74	1,890.26	1,890.26	(63%)
27	Vandalism Repair								(N/A)
28	War Memorial Maintenance				150.00		150.00	150.00	(100%)
63	Memorial Garden				100.00		100.00	100.00	(100%)
SUB TOTAL					13,250.00	7,257.74	5,992.26	5,992.26	(45%)

Allotments

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

29	Allotment Rent - Newbury Lane	500.00	438.62	-61.38				-61.38	(-12%)
30	Allotment Rent - School Road	440.00	485.00	45.00				45.00	(10%)
31	Newbury Lane Water				250.00	177.16	72.84	72.84	(29%)
32	Newbury Lane Capital								(N/A)
33	Newbury Lane Other Expenses								(N/A)
34	School Road Water				250.00		250.00	250.00	(100%)
35	School Road Capital								(N/A)
36	School Road Other Expenses								(N/A)
37	Allotment Skips								(N/A)
	SUB TOTAL	940.00	923.62	-16.38	500.00	177.16	322.84	306.46	(21%)

Sports Pavilion

Code	Title	Receipts			Payments			Net Position	
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend	
38	Football Club - Income	450.00	260.00	-190.00				-190.00	(-42%)
39	SP Building Maintenance				1,500.00		1,500.00	1,500.00	(100%)
40	SP Running Costs				1,500.00	476.85	1,023.15	1,023.15	(68%)
41	Pitch Marking / Maintenance				1,200.00	511.83	688.17	688.17	(57%)
62	Pavilion/Rec Hire Income (non-football)								(N/A)
	SUB TOTAL	450.00	260.00	-190.00	4,200.00	988.68	3,211.32	3,021.32	(64%)

Lighting

Code	Title	Receipts			Payments			Net Position	
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend	
42	Electricity				4,000.00	5,522.15	-1,522.15	-1,522.15	(-38%)
43	Lighting Routine Maintenance								(N/A)

44	Lighting Repairs				3,000.00		3,000.00	3,000.00	(100%)
45	Lighting Replacement				15,000.00		15,000.00	15,000.00	(100%)
	SUB TOTAL				22,000.00	5,522.15	16,477.85	16,477.85	(74%)

Burial Ground

Code	Title	Budgeted	Receipts		Budgeted	Payments		Net Position	
			Actual	Variance		Actual	Variance	+/- Under/over spend	
46	Burial Ground - Income								(N/A)
47	Burial Ground				4,000.00		1,215.00	2,785.00	(69%)
	SUB TOTAL				4,000.00	1,215.00	2,785.00	2,785.00	(69%)

Compilations

Code	Title	Budgeted	Receipts		Budgeted	Payments		Net Position	
			Actual	Variance		Actual	Variance	+/- Under/over spend	
49	Compilations - Income	2,200.00	93.00	-2,107.00				-2,107.00	(-95%)
50	Compilations				2,700.00		1,476.00	1,224.00	(45%)
65	Compilations Contributions		138.00	138.00				138.00	(N/A)
	SUB TOTAL	2,200.00	231.00	-1,969.00	2,700.00	1,476.00	1,224.00	-745.00	(-15%)

Grants

Code	Title	Budgeted	Receipts		Budgeted	Payments		Net Position	
			Actual	Variance		Actual	Variance	+/- Under/over spend	
51	Grants				1,000.00		1,000.00	1,000.00	(100%)

SUB TOTAL		1,000.00		1,000.00		1,000.00 (100%)
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Events

Code	Title	Budgeted	Receipts		Budgeted	Payments		Net Position	
			Actual	Variance		Actual	Variance	+/- Under/over spend	
54	Christmas Events				150.00		150.00	150.00	(100%)
55	Christmas Day Lunch Room Hire				40.00		40.00	40.00	(100%)
59	Other Events				400.00		400.00	400.00	(100%)
60	Greening Campaign				50.00		50.00	50.00	(100%)
61	Coronation								(N/A)
SUB TOTAL					640.00		640.00	640.00	(100%)

Reserves

Code	Title	Budgeted	Receipts		Budgeted	Payments		Net Position	
			Actual	Variance		Actual	Variance	+/- Under/over spend	
56	Reserves				3,000.00		3,000.00	3,000.00	(100%)
58	CIL Expenditure								(N/A)
SUB TOTAL					3,000.00		3,000.00	3,000.00	(100%)

Summary

NET TOTAL	71,534.00	37,605.07	-33,928.93	86,534.00	31,698.88	54,835.12	20,906.19	(13%)
V.A.T.		5,388.01			897.46			
GROSS TOTAL		42,993.08			32,596.34			