



# 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 3<sup>rd</sup> February 2025 at 7.00pm

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

*S. Marshman*

Dr S. Marshman, PSLCC, Clerk to the Council

7<sup>th</sup> January 2025

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## 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 13<sup>th</sup> January 2025](#)
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 | 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 Footway lighting
  - 8.5 Sports Pavilion
  - 8.6 Allotments
  
9. Planning Applications
  - 9.1 To consider the following new planning applications:
    - [24/02809/FULMAJ Baxter Healthcare Ltd, Wallingford Road, Compton, RG20 7QW](#) - Demolition of existing building and erection of 40 x residential units with associated landscaping, parking, drainage, open space and other associated works.
    - [25/00114/HOUSE Cedar Bungalow, Wallingford Road, Compton, RG20 6PS](#) - Single storey rear extension
  - 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 – *the bank reconciliation has not been updated since the previous meeting*
  - 10.3 To receive any reports from the Internal Controller
  - 10.4 To note the Quarterly Budget Report (*if applicable*)
  
11. To consider allotment rents for 2026/27
  
12. To consider quotes for repairs to the Sports Pavilion
  
13. To consider responding to the Government consultation on "[Strengthening the standards and conduct framework for local authorities in England](#)"
  
14. To receive an update on vandalism and anti-social behaviour (ASB) in the village
  
15. To receive reports on the following:
  - 15.1 Recreation Ground
  - 15.2 Rights of Way
  - 15.3 Village Hall
  - 15.4 Downland Practice Patient Participation Group
  - 15.5 Communications

16. To discuss matters for future consideration or information

Date and time of next scheduled meeting:  
Full Council: Monday 3<sup>rd</sup> March 2025 at 7 pm

## Supporting Documentation

### 2. 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 5<sup>th</sup> 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

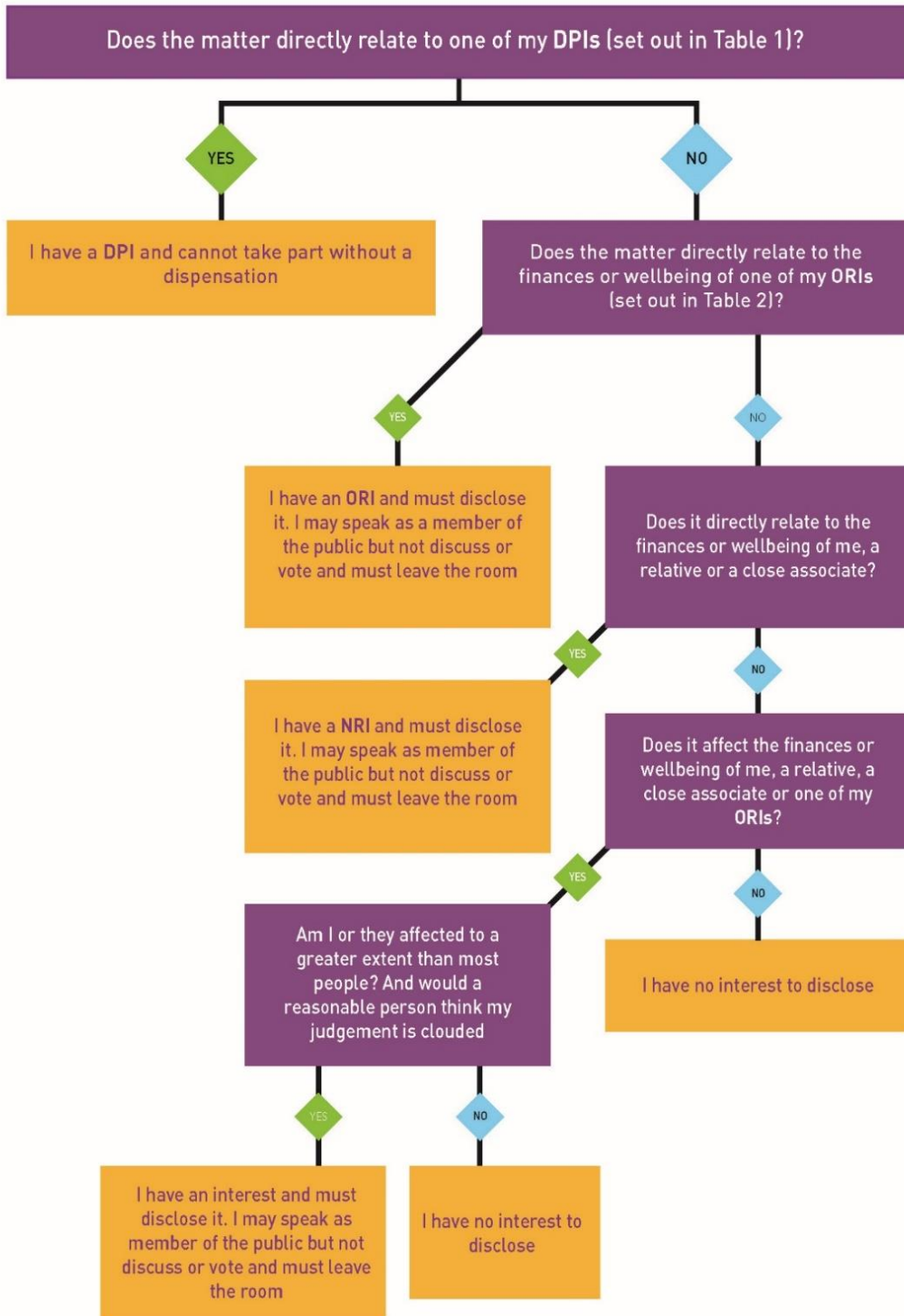


Table 1: Disclosable Pecuniary Interests

| Subject  | Description   |
|--|---|
| <b>Employment, office, trade, profession or vocation</b> | Any employment, office, trade, profession or vocation carried on for profit or gain.  |
| <b>Sponsorship</b>                                       | <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>  |
| <b>Contracts</b>   | <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>   |
| <b>Land and property</b>                                 | 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.   |
| <b>Licenses</b>  | Any licence (alone or jointly with others) to occupy land in the area of the council for a month or longer  |
| <b>Corporate tenancies</b>                               | <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>  |
| <b>Securities</b>  | <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 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> |

\* '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:

- None



## 10. Finance:

### Finance Report

N.B. Due to the timing of the January meeting, the bank reconciliation has not been updated since the previous meeting.

| Income received 6th January - 26th January 2025 |                          |                  |
|---|--------------------------|------------------|
| Account   | Income Detail            | Amount           |
| Current   | Compilations advertising | £1,136.50        |
| Current   | Pitch/pavilion rent      | £110.00          |
| Current   | Allotment rent           | £12.50           |
| <b>Total</b>                                    |                          | <b>£1,259.00</b> |

| Payments made on Lloyds Corporate Card to be approved |           |           |                |               |
|---|-----------|-----------|----------------|---------------|
| Method  | Date      | Payee     | Payment Detail | Amount        |
| CC  | 07-Jan-25 | Microsoft | Microsoft Jan  | £12.36        |
| <b>Total</b>  |           |           |                | <b>£12.36</b> |

| Payments from Unity Trust Current Account to be approved |           |                                      |                               |                  |
|--|-----------|--------------------------------------|-------------------------------|------------------|
| Method   | Date      | Payee                                | Payment Detail                | Amount           |
| BACS   | 16-Jan-25 | BBO Property Services                | Replacement allotment gate    | £575.00          |
| BACS   | 16-Jan-25 | CJM Services                         | Play area gate repair         | £384.00          |
| DD   | 20-Jan-25 | Vodafone                             | Phone                         | £26.20           |
| DD   | 21-Jan-25 | Castle Water                         | Newbury Lane allotments water | £23.59           |
| DD   | 22-Jan-25 | Castle Water                         | Pavilion water                | £9.07            |
| DD   | 01-Feb-25 | SSE Energy Solutions                 | Lighting electricity Dec      | £555.56          |
| BACS   | 03-Feb-25 | Tactical Facilities Management       | Refuse disposal Jan           | £250.49          |
| BACS   | 03-Feb-25 | IJ Agricultural & Equestrian Fencing | Replace fencing               | £1,008.00        |
| BACS   | 03-Feb-25 | Starboard Systems Ltd                | Scribe finance software       | £417.60          |
| BACS   | 06-Feb-25 | Staff Costs                          | Staff costs Jan               | £2,085.08        |
| <b>Total</b>   |           |                                      |                               | <b>£5,334.59</b> |

| Transfers    |           |               |            |               |
|--------------|-----------|---------------|------------|---------------|
| Method       | Date      | From Account  | To Account | Amount        |
| DD           | 16-Jan-25 | Unity Current | Lloyds     | £74.99        |
| <b>Total</b> |           |               |            | <b>£74.99</b> |

## 11. To consider allotment rents for 2026/27

The new allotment agreement states: “12 months' notice of any rent increase will be given by the Council to the Tenant in of the preceding year to take effect the following year.”

As a result, the Council must review the allotment rent for the 2026/2027 year to ensure tenants are notified when this year’s invoices are distributed.

Figures for the previous year, current year, and next year’s budget are outlined below.

It is important to note that the payments listed do not fully cover the additional costs associated with running the allotments. These include a portion of the grounds maintenance budget and the cost of the allotment management software (£348+VAT).

| Code | Title                         | 23/24           | 23/24         | 24/25 Receipts |               | 24/25 Payments |               | 25/26           | 25/26         |
|------|-------------------------------|-----------------|---------------|----------------|---------------|----------------|---------------|-----------------|---------------|
|      |                               | Receipts        | Payments      | Budget         | Actual        | Budget         | Actual        | Receipts        | Payments      |
|      |                               | Actual          | Actual        |                |               |                |               | Budget          | Budget        |
| 29   | Allotment Rent - Newbury Lane | 642.50          |               | 500.00         | 438.62        |                |               | 618.00          |               |
| 30   | Allotment Rent - School Road  | 442.75          |               | 440.00         | 500.00        |                |               | 485.00          |               |
| 31   | Newbury Lane Water            |                 | 89.85         |                |               | 250.00         | 247.58        |                 | 250.00        |
| 32   | Newbury Lane Capital          |                 |               |                |               |                |               |                 |               |
| 33   | Newbury Lane Other Expenses   |                 |               |                |               |                |               |                 |               |
| 34   | School Road Water             |                 | 245.41        |                |               | 250.00         | 2.92          |                 | 250.00        |
| 35   | School Road Capital           |                 |               |                |               |                |               |                 |               |
| 36   | School Road Other Expenses    |                 | 340.00        |                |               |                |               |                 |               |
| 37   | Allotment Skips               |                 |               |                |               |                |               |                 |               |
|      | <b>TOTAL</b>                  | <b>1,085.25</b> | <b>675.26</b> | <b>940.00</b>  | <b>938.62</b> | <b>500.00</b>  | <b>250.50</b> | <b>1,103.00</b> | <b>500.00</b> |