

Compton Parish Council

Wilkins Centre, Burrell Road, Compton, Newbury, RG20 6NP
ComptonParish@gmail.com; 07748 591920
www.comptonparishcouncil.org

Meeting of the Parish Council

I hereby give you Notice that the next meeting of Compton Parish Council is to be held on

Monday 2nd December 2019 at 7.00pm

In the Wilkins Centre, Burrell Road, Compton

and all Members of the Council are hereby summoned to attend.

Dr. Sarah Marshman
Clerk to the Council
Dated: 26th November 2019

AGENDA

1. To receive apologies for absence from members of the Council
2. To receive any declarations of disclosable pecuniary interests or non-registerable interests by members or the Clerk and to consider any requests for dispensation
3. To receive: Questions or comments from members of the public regarding items on the agenda¹
Representations from any member who has declared a personal interest
4. To approve the [minutes](#) of the Parish Council Meeting held on 4th November 2019
5. To discuss any matters arising from the minutes of the Council Meeting on 4th November 2019
6. To receive a report from the District Councillor, Carolyne Culver
7. To receive the Clerk's report

¹ Members of the public are permitted to make representations, answer questions and give evidence in respect of any item of business included in this agenda. The designated time will be 12 minutes and no longer than 3 minutes per person. This time may be extended at the discretion of the Chairman.
A question shall not require a response at the meeting nor start a debate on the question. The Chairman of the meeting may direct that a written or oral response be given.
Comments or questions not related to an item on this agenda should be notified to the Clerk for consideration by Council for possible inclusion on a future agenda.

8. Planning Applications
 - a) To review the minutes of any planning committee meeting occurring since the previous Full Council Meeting
 - b) To consider the following new planning applications:
 - [19/02760/HOUSE 4 Great Coombe Cottages, Coombe Road, Compton, RG20 6RG](#) - Single storey extension to rear of property.
 - c) To consider whether to request our District Councillor call in any planning applications to the Western Area Planning Committee
 - d) To consider whether to refer any planning applications for further response from our planning consultants
 - e) To receive a report on [West Berkshire Council's recent planning decisions](#)
9. To consider referring the planning application for the Pirbright Institute site to the Planning Consultant on receipt of the application
10. To consider adopting revisions to the [document retention policy](#)
11. To consider purchasing asset inventory software
12. To consider quotes to remove a eucalyptus tree from School Road allotments
13. To consider a revised specification for refurbishment of the Football Pavilion
14. To consider quotes to repair the stopcock in the Football Pavilion
15. To consider a request for a [donation to the Library Service](#) from West Berkshire Council for 2020/21
16. To discuss the draft budget for 2020/21
17. To discuss and consider the operating model and structure of the Council
18. To discuss the suggestion of making a bid for the existing Pirbright Institute gatehouse for use as a community resource that could include a Parish Office
19. To discuss whether there is a need for a parking survey to review a perceived need for a village car park and street parking improvements
20. To receive an update on vandalism and anti-social behaviour (ASB) in the village
21. To receive reports on the following:
 - a) Recreation Ground
 - b) Football Pavilion
 - c) Rights of Way
 - d) Village Hall
 - e) Allotments
 - f) Patient Representation
 - g) Communications
 - h) Groundwater
 - i) Parish Assets & Management Working Party
 - j) Neighbourhood Development Plan
 - k) Burial Ground
 - l) GDPR
 - m) Personnel Committee

22. Finance: a) To receive the [finance report](#) and approve payments made/due
 b) To note the [bank reconciliations](#) to 31st October 2019
 c) To receive any reports from the Internal Controller
 d) To note the quarterly budget report where applicable
23. To receive the [correspondence report](#)
24. To discuss matters for future consideration and for information

Date and time of next scheduled meeting:

Parish Council Meeting: **Monday 6th January at 7pm** in the Wilkins Centre

Compton Parish Council

Minutes of the Parish Council Meeting

Held on Monday 4th November 2019 at 7:00pm in the Wilkins Centre, Compton

Councillors present: Councillors David Aldis (Chair), Mark Birtwistle, Patricia Burnett, Peter McGeehin, Linda Moss, Dan Neate (co-opted in Minute 19/20-157), Rebecca Pinfold, Alison Strong and Ian Tong.

Councillors not present: None

In attendance: Sarah Marshman (Clerk).
3 members of the public.

- | | |
|------------------|---|
| 19/20-149 | To receive apologies for absence from members of the Council
There were none. |
| 19/20-150 | To receive any declarations of disclosable pecuniary interests or non-registerable interests by members or the Clerk and to consider any requests for dispensation
There were none. |
| 19/20-151 | To receive: Questions or comments from members of the public
Representations from any member who has declared a personal interest
A summary of the decisions taken regarding salt bins at the previous meeting was given to a member of the public. |
| 19/20-152 | To approve the minutes of the Parish Council Meeting held on 7th October 2019
It was resolved that the minutes be accepted as a true record. They were then signed by the Chairman. |
| 19/20-153 | To discuss any matters arising from the minutes of the Council Meeting on 7th October 2019
There were none. |
| 19/20-154 | To receive a report from the District Councillor, Carolyne Culver
CC sent her apologies. |
| 19/20-155 | To receive the Clerk's report
The Neighbourhood Development Plan Interim Statement has been provided to West Berkshire Council and Homes England as well as being publicised on the Council and NDP websites and Facebook pages.
A proposal was received regarding the Berkshire Youth Service. The proposal is not financially viable for the Council at this time. |
| 19/20-156 | Planning Applications
a) To review the minutes of any planning committee meeting occurring since the previous Full Council Meeting
There were none.
b) To consider the following new applications
There were none. |

- c) **To consider whether to request our District Councillor call in any planning applications to the Western Area Planning Committee**
There were no applications requiring call in.
- d) **To consider whether to refer any planning applications for further response from our planning consultants**
There were no applications requiring referral.
- e) **To receive a report on West Berkshire Council recent planning decisions**

App. Ref.	Location	Proposed Work	Response from CPC	Decision
19/02433/ HOUSE	20 Manor Crescent, Compton, RG20 6NR	Composite cladding to existing single storey section of house. Render to existing two storey area of the house.	-	Cannot be determined

- 19/20-157 To consider co-opting a new member to the Parish Council**
It was resolved to co-opt Dan Neate to the Council. Dan took part in the discussion of the following agenda items but could not vote until the next meeting.
- 19/20-158 To consider approving an overspend of £659 on the cost of the removal of the garages from the Recreation Ground**
It was resolved to approve the overspend caused by the removal of additional garages than originally required.
MB will seek to obtain the waste disposal certificate from the contractor.
- 19/20-159 To reflect on the Homes England Pirbright Site presentation and to consider follow up actions for the Council on:**
- a) **The economic justification of the proposal for 250 dwellings;**
The Council expressed disappointment that the community is expected to pay for the clean-up of the site by accepting extra homes on the site and that the Government should be expected to cover these costs under the 'polluter pays' principle. The Clerk was requested to write to Homes England, copied to West Berkshire Council, to express this view.
The Clerk was requested to make a Freedom of Information request to Homes England and to the Pirbright Institute for information on the contamination present on the site.
 - b) **The adoption of ground source district heating;**
A report provided to West Berks Council was circulated regarding this subject. It was suggested it may be possible for the Council to create a Community Interest Company. The Council agreed to continue looking at this idea.
 - c) **Other topics identified by Councillors.**
Traffic: There does not appear to be enough understanding of the effect of the traffic entering and leaving the site from one junction with the High Street, nor about the impact on the surrounding villages, in particular East Ilsley.
Housing density: Concerns housing could be built on the intended buffer zone at the northern end of the site, encroaching further into the AONB.
Industry: Concerns regarding the lack of new industry on the site when there is believed to be a demand within the village.
Village Design Statement: The full draft of the NDP needs to include elements of the VDS.

- | | |
|------------------|---|
| 19/20-160 | <p>To receive an update on the West Berkshire Council Climate Conference
 A verbal update was given. West Berkshire Council will issue a strategy in November.</p> |
| 19/20-161 | <p>To consider quotes for an independent traffic consultant to advise on the proposed 20mph speed limit and associated traffic calming on School Road/High Street
 A draft specification has been created to send out for quotes. The Council are to review the draft. This item was deferred.</p> |
| 19/20-162 | <p>To consider setting up a working party to investigate whether to extend the scope of the works to be carried out on the current Football Pavilion
 It was resolved to set up a working group short term, consisting of DA, AS, RP and DN, to obtain three quotes for the refurbishment work, review the alternatives and report to the next meeting.</p> |
| 19/20-163 | <p>To consider adopting a new Grant Allocation Policy
 It was resolved to adopt the new Grant Allocation Policy.</p> |
| 19/20-164 | <p>To consider allowing a second round of grant applications for the 2019/20 financial year
 It was resolved to allow a second round of grant applications for the 2019/20 financial year.</p> |
| 19/20-165 | <p>To consider a request for funding under the Grant Allocation Policy
 It was resolved to provide a grant of £225 to the person organising the provision of salt in the salt bins on Shepherds Mount.</p> |
| 19/20-166 | <p>To consider revising the fees for advertising in Compilations for 2020
 It was resolved to increase the cost for a full-page advert from £27 to £30 per issue.</p> |
| 19/20-167 | <p>To receive an update on vandalism and anti-social behaviour (ASB) in the village
 The padlock from the Recreation Ground barrier has been taken. As the barrier had already been damaged by individuals sitting on it, it was replaced under health and safety with a chain and coded padlock.
 Youths have been observed sitting on the Football Pavilion and throwing cones from it.
 A Police Alert has been received regarding cars driving round the fields off Warnham Lane.
 There was an attempted break in at Mayfields.</p> |
| 19/20-168 | <p>To receive reports on the following:</p> <ul style="list-style-type: none"> c) Rights of Way
 It was noted the footpath at the end of Cheseridge has been blocked by concrete blocks. e) Allotments
 A quote is required to remove a eucalyptus tree from the School Road allotments. f) Groundwater |

The Flood Warden recently attended 2 PVFF meetings. The groundwater is just starting to rise. A grant has been received for planting coppiced willow and the Flood Warden is currently seeking a land owner willing to participate.

j) Neighbourhood Development Plan

The NDP group are currently focusing on providing information on the interim statement to the community.

k) Burial Ground

DA, MB, PM and the Clerk need to meet prior to the next meeting to consolidate closing down the conditions.

19/20-169

Finance:

a) To receive the finance report and approve payments made/due

It was resolved to approve the payments listed on the Finance Report, which is at Attachment 1.

b) To note the bank reconciliations to 31st September 2019

The bank reconciliation to 31st September 2019 was noted.

c) To receive any reports from the Internal Controller

The internal controller had completed the audit for June and July.

d) To note the quarterly budget report where applicable

The quarterly budget report for Q2 was noted.

19/20-170

To receive the correspondence report

It was noted that the Government will not set 'referendum principles' for parish councils in England for 2020/21.

The Council has received notification it will be receiving £17,915.18 in CIL funds related to the planning application 18/01293/FULMAJ Roden Farm.

19/20-171

To discuss matters for future consideration and for information

The Christmas events are scheduled as follows: lighting up the tree 29th Nov, children's evening 14th Dec, carols around the tree 19th Dec.

The Church has chosen to continue their support for Reverend Clive's fundraising for motor neurone disease in memory of Jonathan and will be fundraising for the MND Association.

Meeting closed 9:00pm.

Date and time of next scheduled meeting:

Parish Council Meeting: Monday 2nd December 2019 at 7pm in the Wilkins Centre

Chairman:

Date:

Attachment 1: Finance Report

Status at bank at last bank reconciliation 30th September 2019

Unity Trust	Current Account	£30,422.82
Unity Trust	Deposit Account	£122,267.06
HSBC	Current Account	£748.50
Pockit	Pre-paid Debit Card	£130.70
Total		£153,569.08

Income received 27th September - 27th October 2019

Unity Trust	Current Account	Precept (2nd half)	£22,925.00
Unity Trust	Deposit Account	Interest	£123.15
Total			£23,048.15

Payments made on pre-paid debit card to be approved

Method	Payment Date	Voucher Number	Payee	Payment Detail	Minute	Amount
POCKIT	16-Oct-19	086	Pockit	Monthly fee		£0.99
Total						£0.99

Payments to be approved

Method	Payment Date	Voucher Number	Payee	Payment Detail	Minute	Amount
DD	18-Oct-19	087	Vodafone	Mobile phone Oct		£15.37
DD	21-Oct-19	088	Castle Water	Water School Road allotments Aug		£19.70
DD	21-Oct-19	089	Castle Water	Water Newbury Lane allotments Aug		£17.79
CHQ	04-Nov-19	090	Southern Electric	Electricity Sports Pavilion		£16.96
BACS	04-Nov-19	091	Compton Archery	Grant	19/20-131	£211.00
BACS	04-Nov-19	092	1st Compton Scout Group	Grant	19/20-131	£225.00
BACS	04-Nov-19	093	Compton Scout and Guide Hut	Grant	19/20-131	£225.00
BACS	04-Nov-19	094	IJ Agricultural and Equestrian Fencing	Install three bollards in Recreation Ground		£204.00
BACS	04-Nov-19	095	Andrews Handyman Service	Removal of garages from Recreation Ground	19/20-110 + agenda 10	£2,659.95
BACS	04-Nov-19	096	Heelis & Lodge	Internal audit 2018/19	18/19-155	£245.00
BACS	06-Nov-19	097	Clerk	Salary/expenses Oct		£850.32
BACS	06-Nov-19	098	HMRC	PAYE		£97.30
BACS	19-Nov-19	099	Berks Pension Fund	Pension contributions		£250.23

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Total	£4,984.76
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Transfers

Method	Payment Date	Voucher No	From Account	To Account	Minute	Amount
-	-	-	-	-	-	-
					Total	£0.00

West Berkshire Council's Recent Planning Decisions

App. Ref.	Location	Proposed Work	Response from CPC	Decision
19/02657/ NONMAT	1 Mayfield Villas, Warnham Lane, Compton, Newbury Berkshire RG20 7PN	Non material amendment to approved application 19/00626/REM. Reserved matters application following approval of outline planning permission 18/00956/OUTD (Outline application for construction of a four bedroom detached dwellinghouse on part of the garden of The Hatchery, 1 Mayfield Villas. Matters to be considered: Access and Layout). Matters to be considered: Appearance, Landscaping and Scale. Amendment - addition of rooflights to attic space without overlooking.	Not consulted	Refused

Compton Parish Council Document Retention Policy

Version	0.3
Date	15/11/2019
Status	Change following review Changes to previous version shown in red text
Classification	Internal use only
Author	Ian Tong
Retention Period	Indefinite or until replaced
Change Control	Update

Objective

The objective of this document is to outline the Parish Council's agreed policies for document retention.

Document Types

The following document types have been identified.

Document Types	Examples	Retention Period
Financial	Receipt & Payment Accounts Receipt Books Bank Statements Bank Paying In Books Cheque Book Stubs Quotations & Tenders Paid Invoices Paid Cheques VAT Records Petty Cash & Postage Timesheets Wages Records Investments Members Allowances Register Grant payments made and conditions on those grants Account Preparation Calculations Annual Accounts PAYE & Payroll	Indefinite 6 Years 1 year after Last Audit 1 year after Last Audit 1 year after Last Audit 6 Years 6 Years 6 Years 6 Years 6 Years 1 year after Last Audit 12 Years Indefinite 6 Years 6 Years 1 year after Last Audit 6 Years 6 Years
Management	Scales of Fees & Charges Budget Figures Project or Activity Cost Plans Council Strategy Documents Council Policy Documents	6 Years
Meetings	Meeting Agendas Meeting Minutes	6 Years Indefinite
Planning Papers	Where Planning Permission granted Planning Appeal Decisions Where Planning Permission refused Structure Plans, Local Plans & similar	3 years after the development is completed Indefinite 2 year after the last date for Appeal 3 years after they cease being in force

Council Official Documents	Formal Terms of Reference and Responsibilities Council Formation & Registration Certificates Councillors' Register Charity Commission Forms received & submitted Government Department Forms received & submitted	6 Years
Civic Amenities	Applications to Hire Hire Diaries Hire Receipts,	6 Years
Allotment	Allotment Registers Allotment Plans	Indefinite
Burial Grounds	Register of Fees Collected Register of Burials Register of Purchased Graves Register/plan of Grave Spaces Register of Memorials Applications for Interment Applications for right to erect memorials Disposal certificates Copy certificates of grant of exclusive right of burial	Indefinite
Legal	Leases – Newest version Leases – Previous versions Deeds – Newest version Deeds – Previous versions Contracts – Newest version Contracts – Previous versions Sums recoverable by Statute, Negligence, Other Tort, Rent Personal Injury Defamation Breach of Trust Correspondence on Legal Documents	Indefinite 12 years after final financial transaction (including arrears) Indefinite 12 years after final financial transaction (including arrears) 6 years after final financial transaction (including arrears) 6 years after final financial transaction (including arrears) 6 years after final financial transaction (including arrears) 6 years after final transaction (including arrears) 3 years after final transaction 1 year after final transaction Indefinite The retention policy for the associated Legal document applies
Insurance	Insurance Policy wordings Insurance Policy Renewal correspondence Insurance Policy change correspondence Insurance Claim correspondence Certificates of Insurance	3 years after a claim could be made on the policy 7 years after a claim is resolved

Agenda Item 11

		40 years from the end of the policy term
Staff Correspondence	Job Advertisements Responses to Job Vacancies Job Descriptions Employment Offers Staff Appraisals References Supplied or Received Pay Slips Pensions Employment Tribunal	3 years after the employment relationship ends
Critical Correspondence	Bank Correspondence HMRC Correspondence Election Correspondence Parishioner Correspondence Central Government correspondence District Council correspondence	3 Years from the end of the current financial year (31 st March)
Major Correspondence	Supplier correspondence Correspondence from other Parish Councils Correspondence from other bodies	2 Years from the end of the current financial year (31 st March)
Other Correspondence	Marketing & Promotional material Flyers Unsolicited correspondence	Does not need to be kept
Other Council Publications	Magazines & Journals produced by the Council	5 years after copy placed with British Library
Local & Historical Information	Local Information Historic Information Gifts of local interest Loaned material of local interest	Review every 5 years To be safely stored until returned
Others	Anything else	1 Year from the end of the current financial year (31 st March)

Terminology

There follows some explanations of key terms. NB – HMRC or Legal definitions take precedence over terms used here.

Term	Explanation
Correspondence	Any letter, email, fax, SMS message between the Council, the Council's Accountant, the Council's Clerk, one or more Councillors and any third party which affects Council's status or activities
Destruction	Documents must be shredded or securely disposed of

Retention Conflict

If a document falls into more than one retention period rule, then the rule with the longest storage period will take precedence.

Document Destruction Review

Every April, all documents to be reviewed and destruction carried out for those documents that need it.

Who Decides which rule applies?

The Parish Council officer who is the intended final recipient of the correspondence will decide which rule best applies.

How is it shown?

If practical & needed, the "Document Type" should be written on the document. Otherwise it can be left off the document.

Legal Hold

If there is a legal dispute of any sort then individual documents can be put "On Legal Hold" and no document destruction shall take place.

Library Donation Request

We are writing to request that all town and parish councils consider a grant or donation towards the cost of the library service in your area so that we can maintain the current level of service – 8 libraries, the Mobile and At Home Services.

The population of West Berkshire is 155,000 and as in previous years we ask that town and parish councils consider a contribution of £1 a head of parish population - or any level of donation they consider appropriate. See Parish Population Statistics attached.

Please note the following:

- The council is the local authority responsible for delivering the statutory library service in West Berkshire. We are not delegating or transferring that responsibility to town and parish councils, nor are we levying a charge on parish councils.
- We are asking town and parish councils to support the service at the local level to help their residents benefit from the library service (library branches, the Mobile and At Home Service, the e-Library) and from the library buildings as community hubs for a range of local activities.
- Contributions are voluntary and ring-fenced within a specific budget - for example: for a specific library branch and/or for the mobile library service – so that they directly benefit your parish residents. To ensure that happens we look at the library usage data for your parish and apportion any donation to the library services your residents use the most. We can provide evidence of how contributions were apportioned within our budget for audit purposes if required.
- We will request contributions each year rather than request a commitment for a number of years at a time.
- **We are also interested in talking to town and parish councils who may wish to explore the possibility of a community asset transfer of a library building** (the parish would control the building, we would provide the library service there under a Service Level Agreement). The Hungerford Hub is a good example of what is possible.

We are most grateful for all the encouragement to use local library services which parishes have given to their residents - such as publishing mobile library timetables on your websites; promoting the Summer Reading Challenge to local families on your social media; and encouraging people to volunteer. It is very much appreciated.

We will be sending you the West Berkshire Library Service Annual report for the last financial year at the end of June. I am glad to say that by working with town and parish councils we are starting to see an increase in library usage.

Parish	Population	Percentage of population by parish		£ Proposed contribution per parish per year based on population
	mid 2014	% calc	rounded	£150,000
Compton	1619	1.0396065	1.04	1560

Financial Year	Yearly Individual Borrower Total	Yearly Issue Total
1/4/17 - 31/3/18	160	7,273
1/4/18 - 31/3/19	156	7,199

Compton Parish Council **Finance Report 2nd December 2019**

Status at bank at last bank reconciliation 31st October 2019

Unity Trust	Current Account	£65,996.49
Unity Trust	Deposit Account	£122,267.06
HSBC	Current Account	£748.50
Pockit	Pre-paid Debit Card	£129.71
Total		£189,141.76

Income received 28th October - 24th November 2019

Unity Trust	Current Account	CIL 18/01293/FULMAJ Roden House	£17,915.18
Total			£17,915.18

Payments made on pre-paid debit card to be approved

Method	Payment Date	Voucher Number	Payee	Payment Detail	Minute	Amount
POCKIT	02-Nov-19	100	Cartridge Save	Toner		£46.14
POCKIT	16-Nov-19	101	Pockit	Monthly fee		£0.99
POCKIT	20-Nov-19	102	Amazon	Christmas event items		£52.52
Total						£99.65

Payments to be approved

Method	Payment Date	Voucher Number	Payee	Payment Detail	Minute	Amount
BACS	04-Nov-19	103	Royal British Legion	Donation/wreaths	19/20-108	£110.00
DD	19-Nov-19	104	Castle Water	Water School Road allotments Oct		£20.35
DD	19-Nov-19	105	Castle Water	Water Newbury Lane allotments Oct		£30.00
DD	20-Nov-19	106	Vodafone	Mobile phone Oct		£15.37
BACS	02-Dec-19	107	Resident of the Parish	Grant	19/20-165	£225.00
BACS	02-Dec-19	108	AD Clark	Grounds maintenance Sep		£557.88
BACS	02-Dec-19	109	Heelis and Lodge	Internal audit 2018/19		£245.00
DD	02-Dec-19	110	SSE	Sports Pavilion electricity Sep/Oct		£100.04
BACS	02-Dec-19	111	Parish Online	Mapping software 19/20		£120.00
BACS	02-Dec-19	112	Triangle Management	5 salt bins	19/20-132 19/20-133	£900.00

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BACS	06-Dec-19	113	Clerk	Salary/expenses Nov		£883.76
BACS	06-Dec-19	114	HMRC	PAYE		£114.48
BACS	19-Dec-19	115	Berks Pension Fund	Pension contributions		£261.06
					Total	£3,422.59

Transfers

Method	Payment Date	Voucher No	From Account	To Account	Minute	Amount
-	-	-	-	-	-	-
					Total	£0.00

Date: 21/11/2019

Compton Parish Council Current Year

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Time: 16:11

Bank Reconciliation Statement as at 31/10/2019
for Cashbook 1 - Unity Current A/C

User: SLM

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Unity Bank Current	31/10/2019	74	65,996.49
			<u>65,996.49</u>
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			65,996.49
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			<u>0.00</u>
			65,996.49
		Balance per Cash Book is :-	65,996.49
		Difference is :-	0.00

Date: 21/11/2019

Compton Parish Council Current Year

Page 1

Time: 16:13

Bank Reconciliation Statement as at 31/10/2019
for Cashbook 2 - Unity Deposit A/C

User: SLM

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Unity Bank Deposit	31/10/2019	62	122,267.06
			<u>122,267.06</u>
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			122,267.06
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			<u>0.00</u>
			122,267.06
		Balance per Cash Book is :-	122,267.06
		Difference is :-	0.00

Date: 21/11/2019

Compton Parish Council Current Year

Page 1

Time: 16:14

Bank Reconciliation Statement as at 31/10/2019
for Cashbook 3 - HSBC Current A/C

User: SLM

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
HSBC Current	31/10/2019	485	748.50
			<u>748.50</u>
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			748.50
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			<u>0.00</u>
			748.50
		Balance per Cash Book is :-	748.50
		Difference is :-	0.00

Date: 21/11/2019

Compton Parish Council Current Year

Page 1

Time: 16:22

Bank Reconciliation Statement as at 31/10/2019
for Cashbook 5 - Pockit Pre-Paid Debit Card

User: SLM

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Pockit Pre-paid Debit Card	30/09/2019		129.71
			<u>129.71</u>
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			129.71
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			<u>0.00</u>
			129.71
		Balance per Cash Book is :-	129.71
		Difference is :-	0.00

Compton Parish Council Current Year

Bank - Cash and Investment Reconciliation as at 31 October 2019

Confirmed Bank & Investment Balances

Bank Statement Balances

31/10/2019	Unity Bank Current	65,996.49	
31/10/2019	Unity Bank Deposit	122,267.06	
31/10/2019	HSBC Current	748.50	
30/09/2016	Alto prepaid debit card	0.00	
30/09/2019	Pockit Pre-paid Debit Card	129.71	
			189,141.76

Other Cash & Bank Balances

0.00

189,141.76

Receipts not on Bank Statement

0.00

189,141.76

Closing Balance

All Cash & Bank Accounts

Alto Pre-Paid Debit Card	0.00
HSBC Current A/C	748.50
Pockit Pre-Paid Debit Card	129.71
Unity Current A/C	65,996.49
Unity Deposit A/C	122,267.06
Other Cash & Bank Balances	0.00
Total Cash & Bank Balances	189,141.76

Correspondence List – Council Meeting on 2nd December 2019

Training/events Please advise the Clerk if you wish to attend

	<u>Event</u>	<u>Run By</u>	<u>Date and Time</u>	<u>Venue</u>	<u>Cost</u>
A1	District Parish Conference	WBC	Thu 12 th March 6-8pm	Council Offices, Market Street, Newbury, RG14 5LD	-

For information, comment or inclusion in a future agenda

	<u>Document</u>	<u>From</u>
B1	Briefing “ <i>PC13-19 Strengthening police powers to tackle unauthorised encampments</i> ” received and comments invited from Parish Councils.	BALC/NALC