



Compton Parish Council

Wilkins Centre, Burrell Road, Compton, Newbury, RG20 6NP
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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 2nd October 2023 at 7.00pm
PLACE: Wilkins Centre, Burrell Road, Compton, Newbury, RG20 6NP

S. Marshman

Dr S. Marshman, PSLCC, Clerk to the Council

26th September 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 4th September 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	Date	Minute Numbers	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 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 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 receive any reports from the Internal Controller
 - 10.4 To note the [Quarterly Budget Report](#) (*if applicable*)
11. To consider a response to the consultation on the [West Berkshire Rights of Way Improvement Plan](#)
12. To review the [Training and Development Policy](#) and to review Councillor training needs
13. To consider appointing a Planning Working Party to review planning documentation when it is received and make recommendations for referral to Planning Consultants and to Full Council
14. To review [grant requests](#)
15. To consider [advertising rates for Compilations for 2024](#)
16. To consider obtaining a skip for clearance at the Pavilion
17. To consider the purchase of [lamppost poppies](#)
18. To consider the usage of Plot 1 at Newbury Lane allotments and/or the clearance of other unused plots
19. To consider the costs of bramble clearance at School Road allotments
20. To receive an update on vandalism and anti-social behaviour (ASB) in the village

21. To receive reports on the following:

21.1 Recreation Ground

21.2 Rights of Way

21.3 Village Hall

21.4 Downland Practice Patient Participation Group

21.5 Communications

22. To discuss matters for future consideration and for information

Date and time of next scheduled meeting:

Full Council: Monday 6th November 2023 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

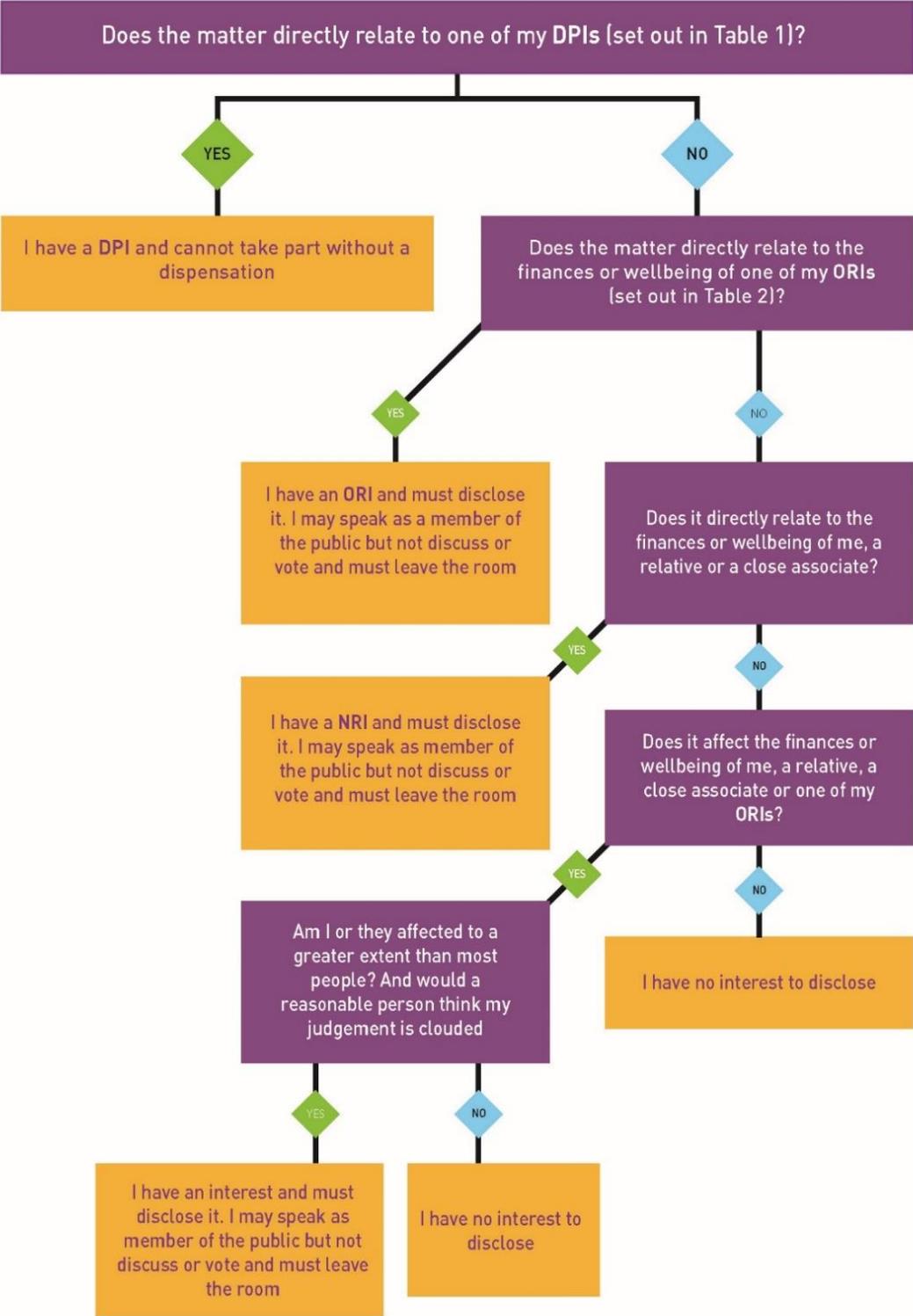


Table 1: Disclosable Pecuniary Interests

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 securities* exceeds £25,000 or one hundredth of the total issued share capital of that body; or</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.
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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:

- 23/02077/AGRIC Church Farm, Aldworth Road, Compton - Application to determine if prior approval is required for a proposed: New agricultural storage building

10. Finance:

Finance Report

Status at last bank reconciliation 31st August 2023

Account	Amount
Unity Trust Current Account	£19,692.52
Unity Trust Savings Account	£96,489.12
Lloyds Multipay Corporate Card	-£24.72
Total	£116,156.92

Income received 29th August - 22nd September 2023

Account	Income Detail	Amount
Current	Compilations advertising	£50.00
Current	Allotment/grazing land rent	£92.00
Current	Pitch/pavilion hire	£100.00
Total		£242.00

Payments made on Lloyds Corporate Card to be approved

Method	Date	Payee	Payment Detail	Amount
CC	25-Aug-23	Microsoft	Software	£12.36
CC	03-Sep-23	Lloyds	Monthly card fee	£3.00
CC	08-Sep-23	Microsoft	Software	£12.36
CC	11-Sep-23	Amazon	Floor mats for pavilion	£30.98
CC	22-Sep-23	The Poppy Shop	Remembrance wreaths	£62.98
				£121.68

Payments from Unity Trust Current Account to be approved

Method	Date	Payee	Payment Detail	Amount
DD	30-Aug-23	Castle Water	Pavilion water	£5.00
DD	20-Sep-23	Vodafone	Phone	£26.20
DD	21-Sep-23	Southern Electric	Street light electricity Aug	£127.35
DD	22-Sep-23	Southern Electric	Pavilion electricity	£619.16
BACS	22-Sep-23	Triangle Management	Refuse disposal	£136.80
BACS	22-Sep-23	Zurich	Insurance 23/24	£1,057.81
BACS	22-Sep-23	Rostrons Pest Control	Treat wasp nest	£60.00
BACS	22-Sep-23	Thrings LLP	Planning advice	£1,800.00
BACS	02-Oct-23	Royal British Legion	Donation	£100.00
BACS	06-Oct-23	Staff Costs	Staff Costs Sep	£1,756.05
Total				£5,688.37

Transfers

Method	Date	From Account	To Account	Amount
DD	20-Sep-23	Unity Current	Lloyds Corporate Card	£27.72
Total				£27.72

Bank Reconciliation

Bank Reconciliation at 31/08/2023

Cash in Hand 01/04/2023		104,027.19
ADD		
Receipts 01/04/2023 - 31/08/2023		43,089.03
Subtotal		147,116.22
SUBTRACT		
Payments 01/04/2023 - 31/08/2023		30,959.30
A Cash in Hand 31/08/2023		116,156.92
(per Cash Book)		
Cash in hand per Bank Statements		
Petty Cash	0.00	
1 Unity Current	19,692.52	
2 Unity Savings	96,489.12	
3 Lloyds Corporate Card	-24.72	
Subtotal		116,156.92
Less unrepresented payments		0
Subtotal		116,156.92
Plus unrepresented receipts		0
B Adjusted Bank Balance		116,156.92

A = B Checks out OK

14. To review grant requests

Only one application for grant funding has been received.

Name of organisation	Compton Rainbows
What percentage of your members are residents of the Parish of Compton?	85%
How much funding are you applying for?	£150
What is the total cost of your project?	Exceeds £150
Briefly describe the project for which you require a grant, giving a breakdown of what the funding will be spent on.	We are in need of more external storage. A concrete base needs installing along with suitable, lockable storage.

15. To consider advertising rates for Compilations for 2024

Advertising rates for Compilations must be reviewed yearly.

A full-page advert is currently charged at £30 per issue, with smaller adverts charged accordingly - a half-page advert is £15, a third of a page is £10 and a quarter page advert is £7.50.

The table below gives the actual income and expenditure for the previous three years, along with the current figures as of 31st August 2023 and predicted year-end figures assuming all advertisers renew and pay the current advertising rate.

	2020/21	2021/22	2022/23	Current 2023/24	Predicted Year End 2023/24
Income	£ 1,983.00	£ 1,665.00	£ 2,812.50	£ 185.00	£ 2,517.50
Expenditure	£ 2,833.00	£ 2,561.51	£ 1,829.65	£ 1,240.39	£ 2,536.39
Income - Expenditure	-£ 850.00	-£ 896.51	£ 982.85	-£ 1,055.39	-£ 18.89

It should be noted that invoices are not issued until Dec so income in 23/24 appears low at this time.

It is predicted that, if all advertisers renew and pay the current advertising rate, and West Berkshire Council ensure all 6 invoices for the printing costs are received within the financial year, the council will make a small loss of £18.89 on the production of Compilations in 2023/24.

The table below gives predictions of the year-end figures if the cost for a full-page advert is increased by £1, £2 or £3 per advert. Each increase would enable the council to make a small profit from the production of Compilations.

	Current 2023/24	Predicted Year End 2023/24	Predicted Year End if increased by £1	Predicted Year End if increased by £2	Predicted Year End if increased by £3
Income	£ 185.00	£ 2,517.50	£ 2,595.25	£ 2,633.00	£ 2,750.75
Expenditure	£ 1,240.39	£ 2,536.39	£ 2,536.39	£ 2,536.39	£ 2,536.39
Income - Expenditure	-£ 1,055.39	-£ 18.89	£ 58.86	£ 96.61	£ 214.36

The Council needs to consider whether to raise the costs of advertising in Compilations and, if so, by how much per advert.