

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 7th February 2022 at 7.00pm
PLACE: Online via Zoom - Meeting ID: 827 4872 7803, Passcode: 982822, [Meeting Link](#)

S. Marshman

Dr S. Marshman, PSLCC, Clerk to the Council

1st February 2022

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 by members or the Clerk and to consider any requests for dispensation](#)
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 a personal interest
4. To approve the [Minutes of the Full Council Meeting held on 25th January 2022](#)
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 | Meeting Date | Minute Numbers | Recommendations |
|-----------|--------------|--|-----------------|
| Planning | 24/01/2022 | PLN21/22-019 to PLN21/22-024 | |
| 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 Queen's Platinum Jubilee
- 8.5 Street lighting
- 8.6 Sports Pavilion
- 8.7 Allotments
- 8.8 Outdoor Gym

9. Planning Applications

9.1 To consider the amendments to the following planning applications:

- [20/01336/OUTMAJ Institute For Animal Health, High Street, Compton](#) - Hybrid planning application seeking: 1) Outline planning permission (all matters reserved with the exception of access), for development comprising of up to 185 residential units (Class C3), the provision of landscaping, construction of access and street lighting, car and cycle parking, other associated infrastructure, sustainable drainage systems, engineering works and mitigation measures including the construction of internal roads. The proposal includes at least 1.75 hectares of employment land (Class B1) associated with the retention of the Intervet building and a playing field (Class D2) associated with the retention of the existing Cricket Pitch. 2) Full planning permission for the demolition of existing buildings, structures and hardstanding along with preparatory works including earthworks, remediation, utility works and associated mitigation measures. The change of use of land including the creation of public open space and wildlife area.

The main changes to the application include:

The building adjacent to the cricket pitch previously known as the Pickled Pig and the Piglets Nursery within its plot is proposed to be retained for community use.

Amended Plans:

- Parameter Plan Land Use 101E
- Parameter Plan Green Infrastructure 102G
- Parameter Plan Movement 103E
- Demolition Plan 105C
- Illustrative Masterplan 108E and alternative 108F

Further Documents:

- Amendment Cover Letter

9.2 To consider the following new planning applications:

- None

9.3 To consider whether to request the District Councillor calls in any planning applications to the Western Area Planning Committee

9.4 To consider whether to refer any planning applications for further response from the Council's planning consultants

9.5 To receive a report on recent planning decisions taken by West Berkshire Council

10. To receive the Clerk's report

11. Finance:

- 11.1 To consider approving the payments listed on the [Finance Report](#)
- 11.2 To note the most recent [Bank Reconciliation](#)
- 11.3 To note the Quarterly Budget Report (*if applicable*)

12. To review the [Temporary Scheme of Delegation](#)
13. To ratify the expenditure incurred in planting the COVID memorial trees
14. To discuss the proposed 20mph speed limit
15. To consider an allotment contract review and adoption of a welfare contract
16. To receive an update on vandalism and anti-social behaviour (ASB) in the village
17. To receive reports on the following:
 - 17.1 Recreation Ground
 - 17.2 Rights of Way
 - 17.3 Village Hall
 - 17.4 Downland Practice Patient Representation Group
 - 17.5 Communications
 - 17.6 Neighbourhood Development Plan
18. To discuss matters for future consideration and for information

Date and time of next scheduled meeting:

Full Council: Monday 7th March 2022 at 7pm

Supporting Documentation

2. To receive any declarations of Disclosable Pecuniary Interests, Other Registerable Interests or Non-Registerable Interests by members or the Clerk 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

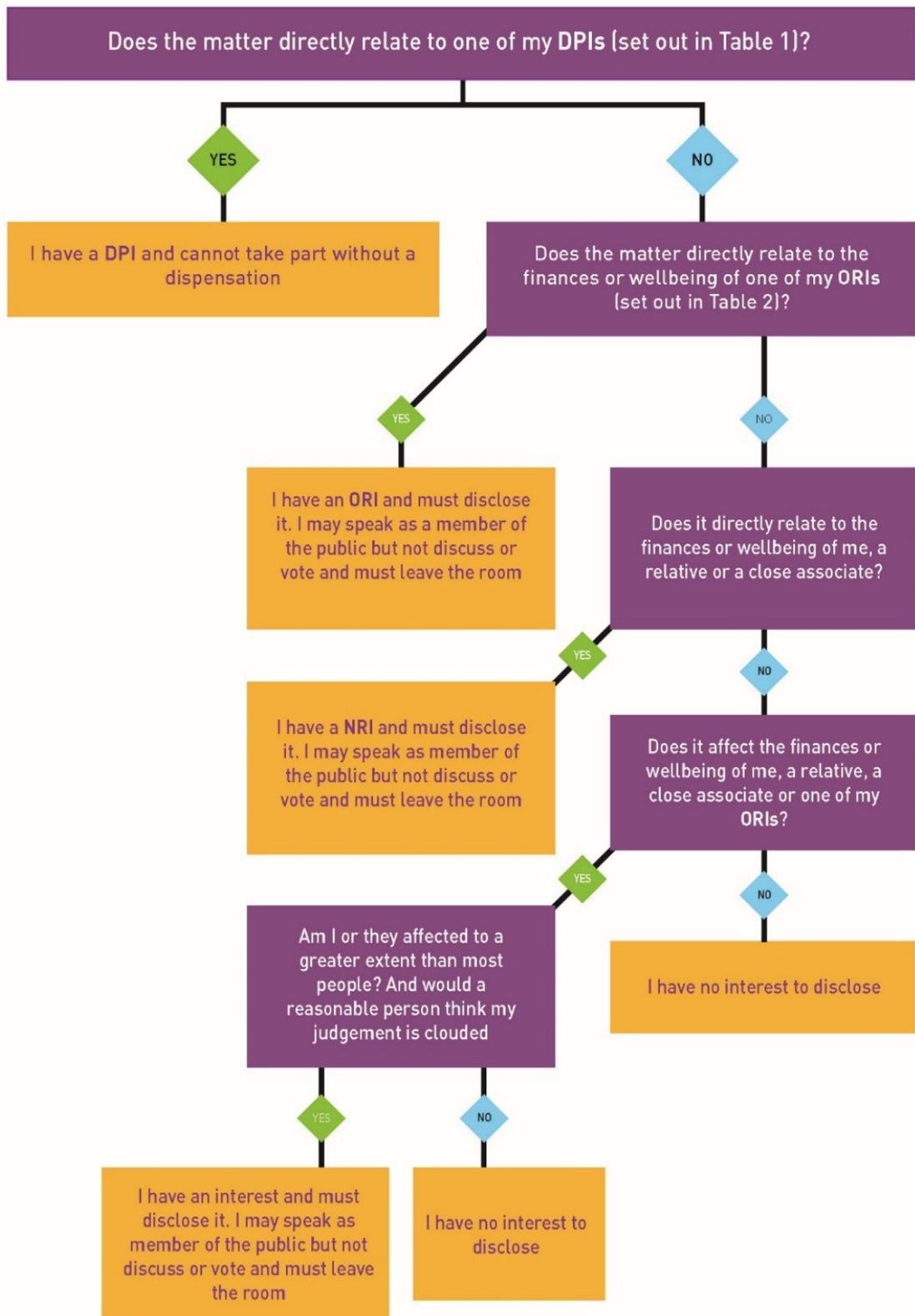


Table 1: Disclosable Pecuniary Interests

| 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 | <p>Any licence (alone or jointly with others) to occupy land in the area of the council for a month or longer</p> |
| 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</p> |

| | |
|--|--|
| | <p>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

| |
|---|
| <p>You must register as an Other Registerable Interest :</p> <ul style="list-style-type: none"> a) any unpaid directorships b) 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 c) any body <ul 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:

- 21/02438/HOUSE 7 Horn Street, Compton, RG20 6QS - Single storey rear extension. Application refused.
- 21/02920/HOUSE 11 Manor Crescent, Compton, RG20 6NR - Erection of first floor extension over existing ground floor and insertion of rooflights. Application approved.
- 21/03022/HOUSE 18 Shepherds Mount, Compton, Newbury, RG20 6QZ - Ground and first floor side extension to create new garage store and increase existing bedrooms size. Ground floor rear extension following demolition of existing conservatory. Including dropped kerb access for new garage store. Addition of solar panels to roof. Application approved.
- 21/03069/HOUSE 12 Shepherds Mount, Compton, Newbury, RG20 6QZ - Two storey side extension to replace flat roof garage and lobby. Application approved.

11. Finance:

Finance Report

Status at last bank reconciliation 31st December 2022

| Account | Amount |
|--------------------------------|--------------------|
| Unity Trust Current Account | £37,909.36 |
| Unity Trust Deposit Account | £122,642.13 |
| Lloyds Multipay Corporate Card | -£104.86 |
| Total | £160,446.63 |

Income received 4th January - 31st January 2022

| Account | Income Detail | Amount |
|---------------|--------------------------|------------------|
| Unity Current | Compilations advertising | £1,170.00 |
| Total | | £1,170.00 |

Payments made on Lloyds Corporate Card to be approved

| Method | Date | Payee | Payment Detail | Amount |
|-----------|-----------|-----------------|--------------------------------|----------------|
| CC | 04-Jan-22 | Lloyds | Monthly card fee | £3.00 |
| CC | 11-Jan-22 | Amazon | Oil heater for Sports Pavilion | £103.99 |
| CC | 19-Jan-22 | Trophy Store | Christmas event - trophy | £8.78 |
| CC | 26-Jan-22 | Microsoft | Software | £11.28 |
| CC | 28-Jan-22 | Printed Today | NDP banners | £74.57 |
| CC | 28-Jan-22 | Newbury College | NDP leaflets | £350.00 |
| CC | 01-Feb-22 | Bowcom | Line marking paint | £109.02 |
| CC | | | | £660.64 |

Payments to be approved

| Method | Date | Payee | Payment Detail | Amount |
|--------------|-----------|------------------------|--|------------------|
| DD | 10-Jan-22 | SSE | Electricity | £1,670.07 |
| DD | 19-Jan-22 | Vodafone | Mobile phone | £21.29 |
| DD | 04-Feb-22 | ICO | Registration renewal | £35.00 |
| BACS | 07-Feb-22 | Compton Village Hall | Hire charge for Christmas lunch | £20.00 |
| BACS | 07-Feb-22 | Nexus | Microsoft 365 software | £63.67 |
| BACS | 07-Feb-22 | Thrings | Solicitor Fees RE: Institute planning application | £792.00 |
| BACS | 07-Feb-22 | West Berkshire Council | Compilations Oct | £365.93 |
| BACS | 07-Feb-22 | Staff Costs | Including salary, expenses, PAYE and pension contributions Nov | £1,542.33 |
| Total | | | | £2,840.22 |

Transfers

| Method | Date | From Account | To Account | Amount |
|--------|-----------|---------------|--------------|----------------|
| DD | 18-Jan-22 | Unity Current | Lloyds | £107.86 |
| | | | Total | £107.86 |

Bank Reconciliation December

Bank Reconciliation at 31/12/2021

| | | | |
|--|------------|------------|-------------------|
| Cash in Hand 01/04/2021 | | | 163,302.67 |
| ADD Receipts 01/04/2021 - 31/12/2021 | | | 62,041.88 |
| SUBTRACT Payments 01/04/2021 - 31/12/2021 | | | 64,897.92 |
| Cash in Hand 31/12/2021 (per cash book) | | | 160,446.63 |
| Cash in hand per Bank Statements | | | |
| Petty Cash | 31/12/2021 | 0.00 | |
| 3 Lloyds Corporate Card | 31/12/2021 | -104.86 | |
| 2 Unity Deposit | 31/12/2021 | 122,642.13 | |
| 1 Unity Current | 31/12/2021 | 37,909.36 | |
| Subtotal | | | 160,446.63 |
| Less unrepresented payments | | | 0 |
| Plus unrepresented receipts | | | 0 |
| Adjusted Bank Balance | | | 160,446.63 |

A = B Checks out OK

12. To review the Temporary Scheme of Delegation

Temporary Scheme of Delegation

1. Section 101 of the Local Government Act 1972 provides:
 - That a Council may delegate its powers (except those incapable of delegation) to a committee or an officer.
 - A Committee may delegate its powers to an officer.
2. Any delegation to a Committee or the Proper Officer shall be exercised in compliance with the Council's Standing Orders, any other policies or conditions imposed by the Council and within the law.
3. The Proper Officer may nominate another named Officer to carry out any powers and duties, which have been, delegated to that Officer.
4. In an emergency the Proper Officer is empowered to carry out any function of the Council
5. Where officers are contemplating any action under delegated powers, which is likely to have a significant impact in a particular area, they should also consult the Members, and must ensure that they obtain appropriate legal, financial and other specialist advice before action is taken.

Delegation to The Proper Officer

6. As a temporary measure, to allow for effective decision making whilst Covid-19 restrictions and considerations are in place, the Proper Officer may be empowered to take any and all decisions recommend to them by the relevant Committee or Full Council
7. This empowerment does not affect the delegations already in place via Standing Orders or Financial regulations.
8. The Proper Officer may not take additional decisions that would normally be taken by a Committee or Full Council unless that Committee or Full Council has met in a meeting suitably convened under the requirements of the Local Government Act 1972, and made available to the public to view (where not covered by confidentiality) and expressly agreed for that decision to be enacted via this temporary delegation.

Full Council Matters

9. The following items are reserved for Full Council decision only and cannot be delegated to an Officer.
 - To appoint the Chairman and Vice-Chairman in May each year
 - To sign off the Governance Statement by 30th June each year

- To set the Precept
- To appoint the Head of Paid Service (Parish Clerk)
- To make byelaws
- To borrow money
- To consider any matter required by law to be considered by Council