



## Minutes of the Full Council Meeting

Held on Monday 4<sup>th</sup> September 2023 in the Wilkins Centre, Compton. Commencing at 7:00 pm.

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**Members Present:** Councillor Rebecca Pinfold, Deputy Chair  
Councillor Jude Cunningham  
Councillor Stephen Dearn  
Councillor Linda Moss  
Councillor Sharon Tiller  
Councillor Ian Tong

**Members Absent:** Councillor Dave Aldis, Chair  
Councillor Alison Strong

**Officers Present:** Sarah Marshman, Clerk/RFO

**In Attendance:** 0 Members of the Public

### Minutes

In the absence of the Chair, the Deputy Chair, Councillor Rebecca Pinfold chaired the meeting.

**23/079 To receive, and consider for acceptance, apologies for absence from Members of the Council**

Apologies were received and accepted from Councillors Dave Aldis and Alison Strong.

**23/080 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**

There were no declarations of interest.

**23/081 To receive:  
Questions or comments from members of the public regarding items on the agenda  
Representations from any member who has declared an Other Registerable Interest or a Non-Registerable Interest**

There were no questions, comments or representations.

**23/082 To approve the Minutes of the Full Council Meeting held on 18<sup>th</sup> July 2023**  
 Resolved: Members agreed the minutes of the last meeting be accepted as a true record.  
 The Chair signed the minutes.

**23/083 To discuss any matters arising from the previous meeting**  
 There were no matters arising.

**23/084 To receive a report from the District Councillor**  
 The District Councillor sent her apologies.

**23/085 To consider co-opting to fill one vacancy**  
 There have been no applications for co-option.

**23/086 To review the minutes and recommendations from the following committees:**

Committee	Date	Minute Numbers	Recommendations to Full Council
Planning	None		
Personnel	None		

**23/087 To receive an update and review recommendations from the following working parties:**

The council wished to record its thanks to Steve Brind who has watered the memorial garden for us this year.

Village Enhancement – Needs to review the Rec signage. Appealing for volunteers to help with the weeding and watering of the memorial garden.

Street lighting – There are currently six lights not functioning. Quotes to replace will be sought.

Sports Pavilion – A list of needed works will be compiled with a view to making an application for funding.

**23/088 Planning Applications :**

**23/088.1 To consider the following new planning applications:**

23/01680/FUL Scout Association, Warnham Lane, Compton, RG20 7PL - Proposed timber framed outdoor classroom and installation of solar panels

Resolved: To submit a response of no objections.

23/01888/HOUSE 6 Yew Tree Stables, Compton, RG20 6NG- Solar Panel Installation

Resolved: To object and submit the following comments:

The council finds it disappointing that this application is retrospective and shows disregard for the conservation area. The council supports the principle of the application but considers the size of it to be overbearing and of concern given it is in the conservation area. The council would wish to see the size of the installation reduced to that which makes it economically viable rather than overbearing. The council also noted that the visuals show greater coverage of the rooftop by the solar panels than is represented in the drawings.

23/01470/ADV Compton Swan, High Street, Compton, RG20 6NJ - Installation of replacement signs to include, 2x sets of individual letters and logo, 1x new panels to

existing bracket, 4x amenity boards, 2x sign written directional signs, 1x double sided post mounted directional sign and 4x floodlights

Resolved: Compton Parish Council has no objections to this application provided the lights are directed towards the building. The council supports the comments from Environmental Health whereby if the lights are directed towards the property, they are not a concern, however, if they are directed outwards, there are significant concerns about the impact on nearby residents. Please provide confirmation of the direction of the lights.

**23/088.2 To consider amendments to the following planning application:**

23/01229/FUL Units 1-3, Old Station Business Park, Compton – Permanent retention of a portacabin building to be used as storage/office space

Resolved: To continue to object to the application due to the loss of parking spaces. Power was delegated to the Clerk to write a full response including more information on the parking, which the council were to review before submission.

**23/088.3 To consider whether to request the District Councillor calls in any planning applications to the Western Area Planning Committee**

There were no applications requiring call in.

**23/088.4 To consider whether to refer any planning applications for further response from the Council's planning consultants**

There were no applications requiring referral.

**23/088.5 To receive a report on recent planning decisions taken by West Berkshire Council**

- 23/01161/NONMAT 11 Manor Crescent, Compton, Newbury, RG20 6NR - Application for a Non-Material Amendment Following a Grant of Planning Permission 21/00780/HOUSE - Single storey rear extension. Amendments: Regularise existing window and roof levels, align new flat roof to match existing. Approved.
- 23/00686/HOUSE 9 Newbury Lane, Compton, RG20 6PB - Proposed two-storey front and side extension and part two-storey part single storey rear extension. Refused.
- 23/00711/COND Institute For Animal Health, High Street, Compton - Application for approval of details reserved by condition 18 Part A (Contaminated Land) of approved 20/01336/OUTMAJ. Approved.
- 23/00713/COND Institute For Animal Health, High Street, Compton - Application for approval of details reserved by Condition 21 (Ecological Mitigation and Enhancement Plan) of planning permission 20/01336/OUTMAJ. Approved.
- 23/00716/COND Institute For Animal Health, High Street, Compton - Application for approval of details reserved by Condition 20 (Construction Environmental Management Plan) of planning permission 20/01336/OUTMAJ. Approved.
- 23/00718/COND Institute For Animal Health, High Street, Compton - Application for approval of details reserved by Condition 19 (Construction Method Statement) of planning permission 20/01336/OUTMAJ. Approved.
- 23/00719/COND Institute For Animal Health, High Street, Compton - Application for approval of details reserved by conditions 16 (Archaeological Supervision) and 17 (Building Recording) of planning permission 20/01336/OUTMAJ. Approved.
- 23/00794/COND Institute For Animal Health, High Street, Compton - Application for approval of details reserved by Condition 18 (Contaminated Land Investigation and Remediation) Part b)-d) of planning permission 20/01336/OUTMAJ. Approved.

- 23/089 Finance:**
- 23/089.1 To consider approving the payments listed on the Finance Report**  
Resolved: To approve the payments listed in the Finance Report in Appendix 1.
- 23/089.2 To note the most recent Bank Reconciliation**  
Resolved: To note the bank reconciliation figures as provided in the Finance Report in Appendix 1.
- 23/089.3 To receive any reports from the Internal Controller**  
The Internal Controller is still to review the accounts for this financial year.
- 23/089.4 To note the Quarterly Budget Report**  
Resolved: To note the Quarterly Budget Report to 30<sup>th</sup> June 2023.
- 23/090 To review the external audit report for 2022/2023**  
The external audit report was reviewed. The external auditor made no comments, so no actions were required by the council.
- 23/091 To consider quotes for a flood risk assessment and drainage strategy for the Burial Ground planning application**  
Resolved: To accept a quote from Ark Environmental for £1,120+VAT provided the work could be completed within 2-3 weeks. If this were not possible, then the company that provided the next lowest quote would be approached.
- 23/092 To consider quotes for insurance for 2023/2024**  
Only one quote had been received in time for the meeting.  
Resolved: To delegate power to the Clerk to accept a quote from the current insurance company if the cost is similar to the quote received and the subscription to Parish Online is still included, otherwise to accept the quote from the alternative company. The Clerk will report at the next meeting which quote has been accepted.
- 23/093 To consider quotes for tree works**  
Resolved: To accept a quote from Almond Arborists for £2,760.
- 23/094 To consider costs for the website**  
Resolved: To accept costs for now of £19.99 per month with Hugo Fox in order to retain the current website, however, the Digital Working Party will review alternative providers and will present this to council at the next meeting.
- 23/095 To consider making a donation to the Royal British Legion, to include the costs of wreaths for the Remembrance Parade**  
Resolved: To purchase three wreaths and to make a donation of £100.
- 23/096 To consider whether to make an application for grant funding from the West Berkshire Council Members' Bid**  
Resolved: To make an application towards the cost of new flooring in the Sports Pavilion.

- 23/097 To review the s106 agreement for the Institute site**  
The s106 agreement for the Institute site was reviewed.
- 23/098 To discuss the management and maintenance of the Downlands Sports Centre**  
Residents have raised concerns that the centre will become cashless and no longer offer pay as you go. The Clerk was requested to contact the relevant portfolio holder at West Berkshire Council and Everyone Active to request they attend the next meeting to discuss this.
- 23/099 To receive an update on vandalism and anti-social behaviour (ASB) in the village**  
Concerns have been raised about a drone flying around the village.
- 23/100 To receive reports on the following:**  
Recreation Ground – The Clerk was requested to organise a litter pick event.  
Rights of Way – The Clerk was requested to contact Sovereign to cut back the hedge on School Road and by the allotment site.
- 23/101 To discuss matters for future consideration and for information**  
There were no matters for future consideration or information.
- There being no further business, the meeting was closed at 8:38 pm.

Date and time of next scheduled meeting:  
Full Council Meeting: Monday 2<sup>nd</sup> October 2023 at 7 pm

Chairman: \_\_\_\_\_ Date: \_\_\_\_\_

## Appendix 1: Finance Report

### Status at last bank reconciliation 31st July 2023

Account	Amount
Unity Trust Current Account	£24,129.06
Unity Trust Savings Account	£96,489.12
Lloyds Multipay Corporate Card	-£32.50
<b>Total</b>	<b>£120,585.68</b>

### Income received 26th June - 28th August

Account	Income Detail	Amount
Current	Compilations advertising	£15.00
Current	Allotment/grazing land rent	£481.50
Current	Recreation ground rent	£100.00
Savings	Interest	£544.73
<b>Total</b>		<b>£1,141.23</b>

**Payments made on Lloyds Corporate Card to be approved**

Method	Date	Payee	Payment Detail	Amount
CC	03-Jul-23	Lloyds	Monthly card fee	£3.00
CC	26-Jul-23	Amazon	Descaler	£20.14
CC	26-Jul-23	Microsoft	Software	£12.36
CC	02-Aug-23	Lloyds	Monthly card fee	£3.00
CC	08-Aug-23	Microsoft	Software	£12.36
				<b>£50.86</b>

**Payments from Unity Trust Current Account to be approved**

Method	Date	Payee	Payment Detail	Amount
DD	30-Jun-23	Unity Trust Bank	Bank charges	£18.00
BACS	06-Jul-23	AD Clark	Grounds maintenance	£698.58
BACS	06-Jul-23	Thrings LLP	Planning advice	£1,290.00
DD	19-Jul-23	Vodafone	Phone	£26.20
DD	21-Jul-23	Southern Electric	Pavilion electricity	£105.87
BACS	25-Jul-23	Triangle Management	Refuse disposal	£136.80
DD	28-Jul-23	Castle Water	Pavilion water	£5.00
BACS	07-Aug-23	Staff Costs	Staff Costs July	£1,776.97
BACS	07-Aug-23	Almond Arborists	Stump grinding	£1,335.00
DD	18-Aug-23	Vodafone	Phone charges	£26.20
DD	21-Aug-23	Southern Electric	Street light electricity July	£122.29
BACS	22-Aug-23	AD Clark	Grounds maintenance	£698.58
BACS	22-Aug-23	West Berkshire Council	Compilations Aug	£432.00
BACS	04-Sep-23	A resident	Green bin for clearing Pang trash screen	£44.00
BACS	04-Sep-23	IJ Agricultural and Equestrian Fencing	Installation of bollards in Rec	£462.00
BACS	04-Sep-23	A Councillor	Reimburse training costs	£96.00
BACS	04-Sep-23	PKF Littlejohn	External audit 2022/23	£504.00
BACS	06-Sep-23	Staff Costs	Staff Costs Aug	£1,748.25
DD	15-Sep-23	Southern Electric	Sports Pavilion electricity	£559.24
<b>Total</b>				<b>£10,084.98</b>

**Transfers**

Method	Date	From Account	To Account	Amount
DD	17-Jul-23	Unity Current	Lloyds Corporate Card	£52.16
DD	16-Aug-23	Unity Current	Lloyds Corporate Card	£35.50
<b>Total</b>				<b>£87.66</b>