

Compton Parish Council

Chairman: Dave Aldis

Clerk: Sarah Marshman

MINUTES of the ANNUAL PARISH COUNCIL MEETING

Held on **Monday 12th May, 2014 at 7pm** in the Welstead Room, Compton Village Hall.

Those present: Councillors D. Aldis (Chair), M. Pinfold, P. Whitworth, K. Simms, P. Burnett, M. Birtwistle, R. Pinfold and A. Strong.

In attendance: The Parish Clerk.
1 member of the public.

The meeting started at 7.00pm.

3238 **Apologies for absence** were received from Cllr. L. Moss and District Councillor Virginia von Celsing.

3239 **Any declarations of pecuniary interest by members or the Clerk**
There were none.

3240 **Election of Chairman of the Council for the year 2014/15**
It was resolved to elect Cllr. D. Aldis to the role of Chairman.

3241 **Election of Vice-Chairman of the Council for the year 2014/15**
It was resolved to elect Cllr. M. Birtwistle to the role of Vice-Chairman.

3242 **Declarations of acceptance of office of Chairman and Vice-Chairman for the year 2014/15**
Declarations of acceptance of office were signed by D. Aldis and M. Birtwistle.

3243 **To receive: Questions or comments from members of the public**
Representations from any member who has declared a pecuniary interest
There were none.

3244 **To approve the minutes of the Parish Council Meeting held on 7th April, 2014**
It was resolved to accept the minutes. They were then signed by the Chairman.

3245 **Matters arising from the minutes of the Council Meeting on 7th April, 2014**
There were none.

3246 **To discuss the future of the Wilkins Centre**
Dave Morris from the Village Hall Committee discussed the future for the Wilkins Centre now it is no longer being run as a Day Centre. The Parish Council need to locate the original copies of the documents relating to the Village Hall and the Wilkins Centre.

3247 **To receive a report from our District Councillor, Virginia von Celsing**
Apologies were received from VvC.

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Chairman

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- 3248 **To receive and consider the minutes of the last meeting of any committees**
No meetings of any committees took place during 2013/14.
- 3249 **To review delegation arrangements to committees, sub-committees, staff and other local authorities**
It was resolved to continue with the current agreed arrangements.
- 3250 **To review the terms of reference for committees**
It was resolved to continue with the current agreed arrangements.
- 3251 **To appoint members to existing committees**
Cllr. R. Pinfold was appointed to the planning committee.
- 3252 **To appoint any new committees in accordance with standing order 4**
No new committees were appointed.
- 3253 **To review and adopt appropriate standing orders and financial regulations**
As the standing orders were adopted on the 3rd March, 2014 and the financial regulations were adopted on the 7th April, 2014, it was resolved not to change them.
- 3254 **To review the inventory of land and assets including buildings and office equipment**
The gel bags were revalued to zero due to their recent use.
- 3255 **To confirm the arrangements for insurance cover in respect of all insured risks**
This was deferred to the next meeting.
- 3256 **To review the council's and/or staff subscriptions to other bodies**
It was agreed to continue with the current subscriptions to CPRE, CCB, SLCC and BALC.
- 3257 **To review the council's complaints procedure**
The Parish Council does not currently have a procedure. The Clerk is to research and produce one.
- 3258 **To review the council's procedures for handling requests made under the Freedom of Information Act 2000 and the Data Protection Act 1998**
The Parish Council does not currently have a procedure. The Clerk is to research and produce one.
- 3259 **To review the council's policy for dealing with the press/media**
The Parish Council does not currently have a procedure. The Clerk is to research and produce one.
- 3260 **To determine the time and place of ordinary meetings of the full council up to and including the next annual meeting of full council**
The following dates were agreed:
2014 June 2nd, July 7th, September 1st, October 6th, November 3rd and December 1st.
2015 January 5th, February 2nd, March 2nd, April 13th, May 11th (APCM).
The next Annual Parish (Electors) meeting is scheduled to take place on 18th May 2014.
- 3261 **To agree Parish Council representation and areas of responsibility**
In addition to the previous list, PB added Village Agent and RP will oversee the play area and inspections.

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Chairman

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3262 To agree that the Chairman be given an allowance of £100 for 2013/14

This was deferred to the next meeting.

3263 Clerk's report

The Clerk went through her report, which is at Attachment 1.

The issues of waste being removed from the dog waste bins has now been resolved by West Berkshire Council.

3264 To approve and sign the 2013/14 audit accounting and annual governance statements

It was resolved to approve and sign the accounting and annual governance statements. The Chairman then signed both sections.

3265 To consider moving the bank account to Unity Trust Bank

It was resolved to move the bank account to Unity Trust Bank.

3266 To consider obtaining a pre-paid debit card for the Clerk to use

This was deferred to the next meeting.

3267 To consider setting up a direct debit to pay PAYE to HMRC

It was resolved to set up this direct debit.

3268 To acknowledge receipt of the s106 contributions for the Fairfields development from West Berks Council

An s106 grant has been received from West Berkshire Council for improvements to existing public open spaces from 11/00586/FULMAJ Fairfield development. These funds must be used by 16th June 2023. It was resolved to acknowledge receipt of these funds from WBC.

3269 To review the earmarked funds

The current earmarked funds are in Attachment 2. Ideas for how the funds could be used are listed below:

Item 1: Equipment and MUGA in Recreation Ground needs jet washing. Replace litter bin in play area.

Item 2: MB will try to get the benches installed. If not done by August, the funds should be used to do this. Plaques should be purchased for each bench.

Item 8: Consider installation of a concrete table tennis table in the Recreation Ground.

3270 To consider a proposal for s137 payments

This was deferred to the next meeting.

3271 To consider the payment of mileage expenses for the Flood Warden

It was resolved that the mileage expenses of the flood warden will be paid for attending relevant meetings. The Flood Warden must submit an expenses claim form to the Clerk.

3272 To consider the Village Hall signage

Some observations have been made that the new signage at the Village Hall does not contain the word 'Coronation'. It was agreed that this was a matter for the Village Hall Committee and that the name remains the Compton Coronation Village Hall as per the plaque on the front of the building.

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Chairman

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3273 To consider commemorating World War I

The Church will be holding a service on the first Sunday in August. AS is investigating ideas for a plaque.

3274 To receive an update on the Cemetery

MB will contact William Stone.

3275 To receive an update on vandalism and anti-social behaviour (ASB) in the village

There have been two instances of vandalism in the play area – a substance thought to be black engine oil has been poured over the two picnic benches and a fence panel has been broken down. Graffiti has been put on the bus shelter and two road signs. A chicken enclosure was broken into on School Road allotments. Someone has thrown potted plants around on Wallingford Road. Two cars in the village have been covered in some sort of powder. Items on a grave have been tampered with.

3276 Planning Applications

a) To consider the following new applications:

App. Ref.	Location	Proposed Work	Recommendation
14/00871/ FULD	Hamilton Stables, Hockham Road, Compton, RG20 6QJ	Temporary siting of a mobile home for staff accommodation.	OBJECT
Comments: It fails to enhance the AONB and detracts from the character of the surrounding buildings. We suggest the owner site it in a more discreet location.			

b) To receive a report on West Berkshire Council recent planning decisions

App. Ref.	Location	Proposed Work	Recommendation	WBC Decision
14/00007/ FUL	Uplands Stables, Downs Road, Compton, RG20 6RE	Retrospective application to retain existing farm barn.	NO OBJECTIONS	Granted
14/00457/ HOUSE	11 Manor Crescent, Compton, RG20 6NR	Two storey rear extension.	NO OBJECTIONS	Refused
14/00560/ HOUSE	Uplands Cottage, Downs Road, Compton, RG20 6RE	Section 73A : Variation of Conditions 2: Approved plans, and 3: Materials, of planning permission 12/01019/HOUSE : Single and two storey rear extension to detached dwelling following demolition of rear parts of the house.	NO OBJECTIONS	Granted
14/00621/ LBC2	Forge House, 1 Horn Street, Compton, RG20 6QS	Minor amendments to fireplace, proposal relating to application 11/01850/LBC2. Rebuild fire place using reclaimed brick, remove redundant metal projecting straps and form new slab for multi fuel burner.	NO OBJECTIONS	Granted

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14/00624/ LBC2	Forge House, 1 Horn Street, Compton, RG20 6QS	Minor amendment to flooring proposals contained in 12/03103/LBC2	NO OBJECTIONS	Granted
14/00647/ LBC2	Forge House, 1 Horn Street, Compton, RG20 6QS	Minor amendment to 11/01850/LBC2 for replacement of existing metal Crittal window with new timber double glazed small door from mezzanine level to flat roof for maintenance.	NO OBJECTIONS	Granted

3277 **To receive reports on the following:**

a) Recreation Ground

The last scheduled football game is this weekend. The goal posts will then be taken down. An old goal post hole has been reported. MB will fill this with a wooden block.

c) Rights of Way

AS is still chasing up the filling of Byway 2.

e) Allotments

An verbal enquiry was received from the neighbours of Newbury Lane allotments for temporary access across the allotments to their back garden. They have been advised to make the request in writing to the Clerk. School Road allotment manager is now Sheila Benton-Jones.

g) Patient Representation

A meeting will take place this week.

h) Parish Council Web Site

Website renewal is due in June. KS will make payment and claim via expenses.

3278 **To approve cheques due for payment**

Invoice Date	Cheque No.	Payee	Amount	Description
1 Apr	102421	S. Marshman	£425.66	Replacement for cheque 102416 - Clerk's salary and expenses for 4 weeks to 30 th March
10 Apr	102422	HMRC	£2.80	PAYE submission for period ending 5 th May
31 Mar	102423	Veolia ES (UK) Ltd	£30.78	Bin at Daycare Centre for Mar
30 Apr	102424	Scofell Landscapes Ltd	£573.74	Monthly grounds maintenance
11 Apr	102425	West Berkshire District Council	£589.28	Compilations Apr/May 2014
6 May	102426	S. Marshman	£486.54	Clerk's salary and expenses for April
6 May	102427	HMRC	£12.00	PAYE submission for period ending 5 th June
30 Apr	102428	Veolia ES (UK) Ltd	£47.70	Bin at Daycare Centre for Apr
7 May	102429	Playsafety Limited	£88.80	Playground inspection
2 May	102430	BALC	£24.00	VAT training course fee for Clerk's attendance

3279 **Correspondence**

The Correspondence Report was presented and is at Attachment 3

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Chairman

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C2: The PC resolved to request the unnamed road from the junction with Ilsley Road to the junction with Manor Crescent should be named Hampstead Norreys Road and then it should continue as Newbury Road.

C4: The PC resolved to allow the Preschool to use the Recreation Ground.

3280 Matters for consideration and information

The play area report highlighted the need to repair the wetpour surface.

The Downlands Sports Hall is currently partly unusable due to the storage of examination desks by the Downs School.

Date and time of next scheduled meeting:

➤ **Annual Parish Meeting:** Monday 19th May, 2014 at 7:30pm
in the Dining Hall, The Downs School

➤ **Parish Council Meeting:** Monday 2nd June , 2014 at 7pm in the Village Hall

Meeting closed 10pm.

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Chairman

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Date