

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 6th March 2023 at 7.00pm

PLACE: Wilkins Centre, Burrell Road, Compton, Newbury, RG20 6NP

S. Marshman

Dr S. Marshman, PSLCC, Clerk to the Council

28th February 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 6th February 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	21/02/23	PLN22/23-20- PLN22/23-26	None

Committee	Date	Minute Numbers	Recommendations to Full Council
Personnel	21/02/23	PER22/23-027- PER22/23-035	<p>1.Full Council should consider scheduling The Knowledge and Core Skills locally for all councillors.</p> <p>2.Full Council should update the Training and Development Policy to reflect new course titles and require councillors to refresh their training each election period.</p> <p>3.All councillors carrying out important roles should make notes on what they do.</p>

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:
 - [23/00316/FUL 1 - 2 Ilsley Gardens, Ilsley Road, Compton](#) - Rear ground floor extension to No.1 and No.2 Ilsley Gardens. Rear first floor extension to No.2 Ilsley Gardens. General internal alterations to both.
 - 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 note the Quarterly Budget Report (*if applicable*)
 - 10.4 To receive any reports from the Internal Controller

11. To receive the Clerk's report

12. To clarify the position of the council on dogs in the Recreation Ground and on the football pitch

13. To consider increasing the funding available for the Coronation event

14. To consider the installation of a dog waste bin to be installed near the entrance to footpath 16A near The Downs School

15. To consider quotes for stump grinding in the Newbury Lane allotments

16. To consider investing funds in the [CCLA Public Sector Deposit Fund](#)

17. To agree a new date for the May meeting – *due to a bank holiday being scheduled on 8th May for the Coronation, the council needs to move the date of the May meeting. The suggested date is Monday 22nd May.*
18. To receive an update on vandalism and anti-social behaviour (ASB) in the village
19. To receive reports on the following:
 - 19.1 Recreation Ground
 - 19.2 Rights of Way
 - 19.3 Village Hall
 - 19.4 Downland Practice Patient Representation Group
 - 19.5 Communications
 - 19.6 Coronation Event
20. To discuss matters for future consideration and for information

Date and time of next scheduled meeting:

Annual Parish Meeting: Tuesday 21st March 2023 at 7pm

Full Council: Monday 17th April 2023 at 7pm

Supporting Documentation

4. 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

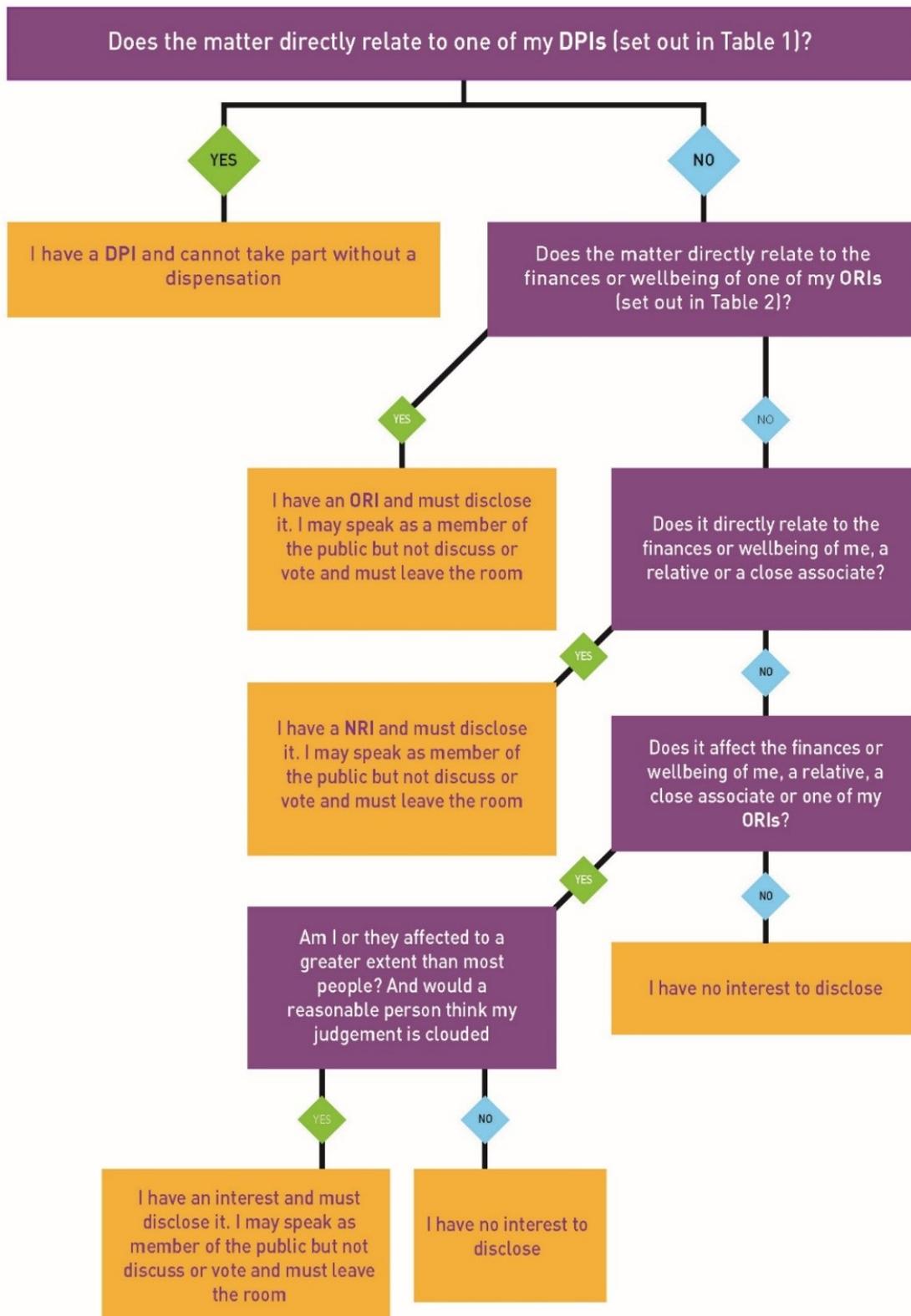


Table 1: Disclosable Pecuniary Interests

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	<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>
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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:

- 22/03139/HOUSE Bramley Cottage, High Street, Compton, RG20 6NL - The construction of a single storey contemporary garden building to be used as a home office. Approved.
- 22/03000/FUL Office, MSD Animal Health, Churn Road, Compton, RG20 6PP - Retention of Portakabin building sited at Churn Road for a period of 260 weeks from the date of expiry of their original planning application, reference 20/01161/FUL which was granted on the 16th July 2020. Approved.

10. Finance:

Finance Report

Status at last bank reconciliation 31st December 2022

Account	Amount
Unity Trust Current Account	£28,226.43
Unity Trust Savings Account	£123,398.96
Lloyds Multipay Corporate Card	-£31.27
Total	£151,594.12

Income received until 30th January 2023

Account	Income Detail	Amount
Current	Sports Pavilion/Pitch Hire	£160.00
Total		£160.00

Payments made on Lloyds Corporate Card to be approved

Method	Date	Payee	Payment Detail	Amount
CC	03-Feb	Lloyds	Monthly card fee	£3.00
CC	20-Feb	Flexispot	Office chair	£249.99
CC	26-Feb	Microsoft	Office software	£11.28
Total				£264.27

Payments from Unity Trust Current Account to be approved

Method	Date	Payee	Payment Detail	Amount
DD	03-Feb	ICO	Yearly registration fee	£35.00
BACS	09-Feb	IJ Agricultural	Replace bollards in Recreation Ground	£210.00
BACS	09-Feb	Spires Legal Ltd	Legal advice	£130.80
BACS	09-Feb	Almond Arborists	Tree work in Recreation Ground	£490.00
DD	20-Feb	Southern Electric	Street light electricity Jan	£75.68
DD	20-Feb	Vodafone	Mobile phone	£23.03
DD	24-Feb	Southern Electric	Sports Pavilion electricity Q4	£438.43
DD	28-Feb	Nexus	Microsoft	£11.28
BACS	06-Mar	Staff Costs	Staff Costs Feb	£1,741.33
BACS	06-Mar	Compton Village Hall	Grant	£50.00
BACS	06-Mar	Triangle Management	Refuse disposal	£114.00
BACS	06-Mar	Castle House Joinery Ltd	3 benches	£2,125.76
BACS	06-Mar	Sparkx	Street light replacement	£23,796.00
BACS	06-Mar	Compton Village Hall	Hire of Wilkins Centre for Christmas lunch	£20.00
Total				£29,261.31

Transfers

Method	Date	From Account	To Account	Amount
DD	16-Feb	Unity Current	Lloyds	£96.59
Total				£96.59

Bank Reconciliation

Bank Reconciliation at 31/01/2023

	Cash in Hand 01/04/2022	142,237.22
	ADD	
	Receipts 01/04/2022 - 31/01/2023	72,905.98
		215,143.20
	SUBTRACT	
	Payments 01/04/2022 - 31/01/2023	69,562.69
A	Cash in Hand 31/01/2023	145,580.51
	(per Cash Book)	
	Cash in hand per Bank Statements	
	Petty Cash	0.00
	3 Lloyds Corporate Card	-93.59
	2 Unity Savings	123,398.96
	1 Unity Current	22,275.14
	Subtotal	145,580.51
	Less unrepresented payments	0
	Subtotal	145,580.51
	Plus unrepresented receipts	0
B	Adjusted Bank Balance	145,580.51

A = B Checks out OK

16. To consider investing funds in the CCLA Public Sector Deposit Fund

The Public Sector Deposit Fund/CCLA:

- CCLA (Churches, Charities & Local Authorities) is a mutually owned firm of investment managers, owned by LAMIT (Local Authorities Mutual Investment Trust), the Church of England (Central Board of Finance) Investment Fund and the Charities (COIF) Investment Fund;
- we have 35,000+ clients and manage £12.5bn+ of cash and investments;
- the Local Government Association invited us to develop the Fund in collaboration with the sector, as a result of the Icelandic banking crisis. It was launched in May 2011;
- it is an AAmmf rated (Fitch Ratings) money market fund with the priorities of security, liquidity and yield;
- the Fund boasts strong governance with an Advisory Board made up of representatives of the LGA, CIPFA and treasury specialists from the sector, including representatives of the LB of Waltham Forest and the GLA;
- transparency is key with everything published on CCLA's website - <https://www.ccla.co.uk/investment-solutions/fund/the-public-sector-deposit-fund>. You will find the latest yield (0.0417%, net of fees at close of business on 15/03/2021), yield history, counterparty exposure, fund size, outstanding transactions by maturity date, etc - all updated at close of business each day;
- the Fund is managed on a very conservative basis (beyond the requirements of AAmmf rating), only using plain cash products and instruments with well rated (minimum F1 short term) banks: call; term and certificates of deposit - the kind of products that Councils themselves feel comfortable using. There is no exposure to the stock market, derivatives, other funds, asset backed securities - nothing exotic;
- **the minimum initial investment is just £25,000** so there are a number of parish and town councils making use of the Fund, besides principal authorities;
- access is same day. We have an 11:30 cut-off time for instructions;
- the Fund has exceeded £500m under management with 600+ clients (including 22 County/unitary Councils, 400+ Parish, Town and Community Councils and 100+ District/Borough Councils, Police, Fire plus the LGA, NALC, 6 County Associations, SLCC, NILGA, 3 Port Authorities and 2 crematoriums), a trigger point for the activation of additional share classes. However, the minimum requirement for share class 4 investors (£15m) has been waived for the time being to allow all investors to take advantage of the lowest fee and most favourable yield, highlighted above. The yield we quote on-line is net of all fees;
- finally, as the Fund grows and a dividend payment would be due to LAMIT, it has been agreed to reduce fees in the true spirit of mutuality. As a share class 4 investor the fee is currently 0.08%, reduced from 0.10% in November 2015.

The Public Sector Deposit Fund is a short term LVNAV Qualifying Money Market Fund. This change from the previous Constant Net Asset Value (CNAV) structure is the result of European reforms intended to replicate some of the utility of the previous CNAV funds but with greater sensitivity to market pricing and extra controls built into the fund structure to protect investors. The Fund is not covered by the Financial Services Compensation Scheme, nor is it a guaranteed investment. An investment in the Fund is different to an investment in deposits and Investors may not get back what

was invested. The risk of loss is borne by the Investor. The Fund does not rely on external support for guaranteeing liquidity or stabilising the share price. Further information can be found in the Scheme Prospectus.

[Fund fact sheet.](#)