

Compton Parish Council

Minutes of the Parish Council Meeting

Held on Monday 2nd December 2019 at 7:00pm in the Wilkins Centre, Compton

Councillors present: Councillors David Aldis (Chair), Mark Birtwistle, Peter McGeehin, Linda Moss, Dan Neate, Rebecca Pinfold, Alison Strong and Ian Tong.

Councillors not present: None

In attendance: Sarah Marshman (Clerk).

- 19/20-172** To receive apologies for absence from members of the Council
There were none.
- 19/20-173** To receive any declarations of disclosable pecuniary interests or non-registerable interests by members or the Clerk and to consider any requests for dispensation
There were none.
- 19/20-174** To receive: Questions or comments from members of the public
Representations from any member who has declared a personal interest
There were none.
- 19/20-175** To approve the minutes of the Parish Council Meeting held on 4th November 2019
It was resolved that the minutes be accepted as a true record. They were then signed by the Chairman.
- 19/20-176** To discuss any matters arising from the minutes of the Council Meeting on 4th November 2019
There were none.
- 19/20-177** To receive a report from the District Councillor, Carolyne Culver
CC sent her apologies.
- 19/20-178** To receive the Clerk's report
The Clerk attended the BALC AGM. The NALC component of the subscription fee is increasing a little, whilst the BALC component will remain the same. Training will be offered free during the coming year.
- 19/20-179** Planning Applications
a) To review the minutes of any planning committee meeting occurring since the previous Full Council Meeting
There were none.
b) To consider the following new applications

App. Ref.	Location	Proposed Work	Recommendation
19/02760/ HOUSE	4 Great Coombe Cottages, Coombe Road, Compton RG20 6RG	Single storey extension to rear of property.	No objections

- c) **To consider whether to request our District Councillor call in any planning applications to the Western Area Planning Committee**
There were no applications requiring call in.
- d) **To consider whether to refer any planning applications for further response from our planning consultants**
There were no applications requiring referral.
- e) **To receive a report on West Berkshire Council recent planning decisions**

App. Ref.	Location	Proposed Work	Response from CPC	Decision
19/02657/ NONMAT	1 Mayfield Villas, Warnham Lane, Compton, Newbury Berkshire RG20 7PN	Non material amendment to approved application 19/00626/REM. Reserved matters application following approval of outline planning permission 18/00956/OUTD (Outline application for construction of a four bedroom detached dwellinghouse on part of the garden of The Hatchery, 1 Mayfield Villas. Matters to be considered: Access and Layout). Matters to be considered: Appearance, Landscaping and Scale. Amendment - addition of rooflights to attic space without overlooking.	Not consulted	Refused

- 19/20-180** **To consider referring the planning application for the Pirbright Institute site to the Planning Consultant on receipt of the application**
It was resolved to refer the planning application for the Pirbright Institute to Fowler Architecture and Planning on receipt of notification of the application.
- 19/20-181** **To consider adopting revisions to the document retention policy**
This was deferred in order to refer it to a working group to review.
- 19/20-182** **To consider purchasing asset inventory software**
It was resolved to purchase the Rialtas Business Solutions asset inventory software, including two hours online training, which links into the finance software the Council already uses.
- 19/20-183** **To consider quotes to remove a eucalyptus tree from School Road allotments**
This was deferred in order to obtain more quotes.
- 19/20-184** **To consider a revised specification for refurbishment of the Football Pavilion**
It was resolved to use the revised specification in order to obtain quotes for the work on the Football Pavilion
- 19/20-185** **To consider quotes to repair the stopcock in the Football Pavilion**
It was resolved to set a budget of £100 to carry out the repair to the stopcock.
- 19/20-186** **To consider a request for a donation to the Library Service from West Berkshire Council for 2020/21**
It was resolved to include a donation of £500 in the budget for 2020/21.

- 19/20-187 To discuss the draft budget for 2020/21**
The draft budget was discussed.
- 19/20-188 To discuss and consider the operating model and structure of the Council**
A potential structure was discussed. Further discussion is required before a final operating model and structure can be considered by the Council.
- 19/20-189 To discuss the suggestion of making a bid for the existing Pirbright Institute gatehouse for use as a community resource that could include a Parish Office**
It was agreed the Neighbourhood Development Plan group should discuss this as part of their discussions of the use of the buildings and facilities on the site as a whole.
- 19/20-190 To discuss whether there is a need for a parking survey to review a perceived need for a village car park and street parking improvements**
The Clerk was requested to write to The Downs School regarding people parking on the grass area near the school gates on Manor Crescent.
A specification will be drafted for discussion at the next meeting.
- 19/20-191 To receive an update on vandalism and anti-social behaviour (ASB) in the village**
An incident of children climbing over the fence at The Downs School has been reported to the police.
- 19/20-192 To receive reports on the following:**
- b) Football Pavilion**
It was agreed the Football Pavilion should now be referred to as the Sports Pavilion.
 - c) Rights of Way**
A footpath at Cheseridge has been blocked by blocks of concrete and telegraph poles have been placed on the verge of Byway 2.
 - h) Groundwater**
The groundwater is now starting to rise.
 - m) Personnel Committee**
The minutes of the meeting held on 11th November were noted.
- 19/20-193 Finance:**
- a) To receive the finance report and approve payments made/due**
It was resolved to approve the payments listed on the Finance Report, which is at Attachment 1.
 - b) To note the bank reconciliations to 31st October 2019**
The bank reconciliation to 31st October 2019 were noted.
- 19/20-194 To receive the correspondence report**
A briefing "*PC13-19 Strengthening police powers to tackle unauthorised encampments*" was received from BALC/NALC. The Council will consider making comments on this at the next meeting.
- 19/20-195 To discuss matters for future consideration and for information**
Sovereign will be contacted regarding residents driving over the land at Gordon Crescent.
A temporary VAS sign has been installed on School Road.

| Meeting closed 9:21pm.

Date and time of next scheduled meeting:

Parish Council Meeting: Monday 6th January 2020 at 7pm in the Wilkins Centre

Chairman:

Date:

Attachment 1: Finance Report

Status at bank at last bank reconciliation 31st October 2019

Unity Trust	Current Account	£65,996.49
Unity Trust	Deposit Account	£122,267.06
HSBC	Current Account	£748.50
Pockit	Pre-paid Debit Card	£129.71
Total		£189,141.76

Income received 28th October - 24th November 2019

Unity Trust	Current Account	CIL 18/01293/FULMAJ Roden House	£17,915.18
Total			£17,915.18

Payments made on pre-paid debit card to be approved

Method	Payment Date	Voucher No	Payee	Payment Detail	Minute	Amount
POCKIT	02-Nov-19	100	Catridge Save	Toner		£46.14
POCKIT	16-Nov-19	101	Pockit	Monthly fee		£0.99
POCKIT	20-Nov-19	102	Amazon	Christmas event items		£52.52
Total						£99.65

Payments to be approved

Method	Payment Date	Voucher No	Payee	Payment Detail	Minute	Amount
BACS	04-Nov-19	103	Royal British Legion	Donation/wreaths	19/20-108	£110.00
DD	19-Nov-19	104	Castle Water	Water School Road allotments Oct		£20.35
DD	19-Nov-19	105	Castle Water	Water Newbury Lane allotments Oct		£30.00
DD	20-Nov-19	106	Vodafone	Mobile phone Oct		£15.37
BACS	02-Dec-19	107	Resident of the Parish	Grant	19/20-165	£225.00
BACS	02-Dec-19	108	AD Clark	Grounds maintenance Sep		£557.88
BACS	02-Dec-19	109	Heelis and Lodge	Internal audit 2018/19		£245.00
DD	02-Dec-19	110	SSE	Sports Pavilion electricity Sep/Oct		£100.04
BACS	02-Dec-19	111	Parish Online	Mapping software 19/20		£120.00
BACS	02-Dec-19	112	Triangle Management	5 salt bins	19/20-132 19/20-133	£900.00
BACS	06-Dec-19	113	Clerk	Salary/expenses Nov		£883.76
BACS	06-Dec-19	114	HMRC	PAYE		£114.48
BACS	19-Dec-19	115	Berks Pension Fund	Pension contributions		£261.06
Total						£3,422.59

Transfers

Method	Payment Date	Voucher No	From Account	To Account	Minute	Amount
-	-	-	-	-	-	-
Total						£0.00