



Compton Parish Council

Wilkins Centre, Burrell Road, Compton, Newbury, RG20 6NP
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www.comptonparishcouncil.org

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 November 2023 at 7.00pm
PLACE: Wilkins Centre, Burrell Road, Compton, Newbury, RG20 6NP

S. Marshman

Dr S. Marshman, PSLCC, Clerk to the Council

31st October 2023

Agenda

Prior to the start of the meeting, the Principal Policy Officer (Culture & Leisure) and the District Councillor who is Portfolio Lead for Culture, Leisure, Countryside, Public Health and Sport from West Berkshire Council will be attending the meeting to discuss the Downlands Sports Centre.

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 2nd October 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	18/09/23	PLN23/001 to PLN23/007	None

Committee	Date	Minute Numbers	Recommendations to Full Council
Planning	09/10/23	PLN23/008 to PLN23/013	None
Personnel	17/10/23	PER23/009 to PER23/021	To set an employee training budget of £500 and a councillor training budget of £500 for 2024/25.

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:
 - [23/02320/FUL Nielia, Downs Road, Compton, RG20 6RE](#) - Demolition existing dwelling; erection replacement dwelling and garage (resubmission approval 20/02293/FUL)
 - 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 receive any reports from the Internal Controller
 - 10.4 To note the [Quarterly Budget Report](#) (if applicable)

11. To consider a response to the consultation on the [West Berkshire Rights of Way Improvement Plan](#)

12. To consider quotes to plant hedging at Newbury Lane Allotments

13. To consider whether to subscribe to Parish Online

14. To consider quotes to increase the capacity of the CCTV system

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

16. To receive reports on the following:
 - 16.1 Recreation Ground
 - 16.2 Rights of Way
 - 16.3 Village Hall
 - 16.4 Downland Practice Patient Participation Group
 - 16.5 Communications

17. To discuss matters for future consideration and for information

Date and time of next scheduled meeting:

Full Council: Monday 4th December 2023 at 7 pm

Supporting Documentation

3. 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

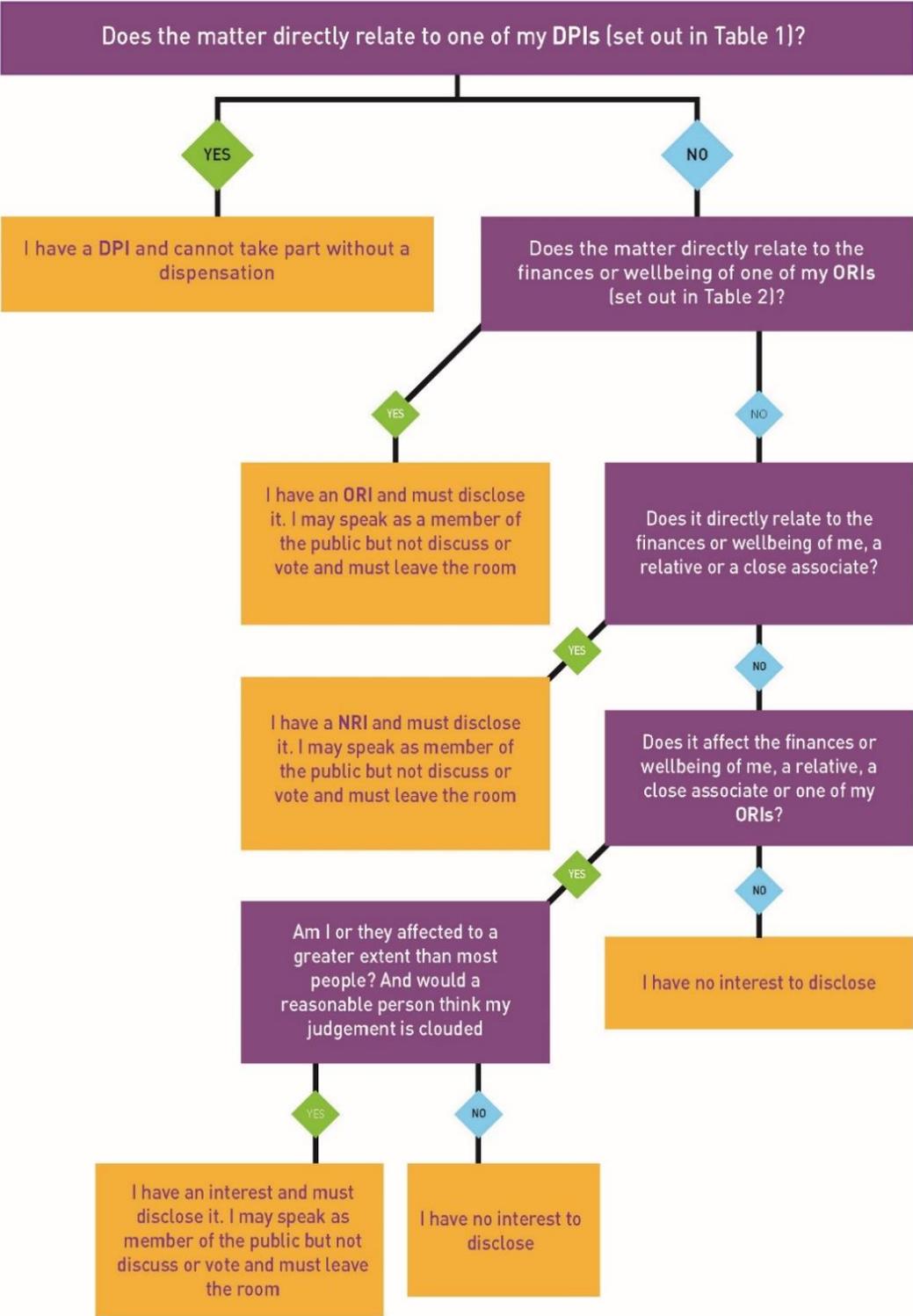


Table 1: Disclosable Pecuniary Interests

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	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.
Licenses	Any licence (alone or jointly with others) to occupy land in the area of the council for a month or longer
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 capital of that body; or</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.
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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:

- 23/01516/HOUSE 3 Yew Tree Stables, Compton, RG20 6NG - 16 x Solar panels to be mounted to main house roof front elevation. 12 x Solar panels to be mounted to main house roof rear elevation. Approved.
- 23/01602/HOUSE 7 Yew Tree Stables, Compton, RG20 6NG - Retrospective: Installation of Solar Panels (No.20) on front roof elevation and right elevation side of house battery storage facility. Approved retrospectively.
- 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. Approved.
- 23/01680/FUL Scout Association, Warnham Lane, Compton, RG20 7PL - Proposed timber framed outdoor classroom and installation of solar panels. Approved.
- 23/01229/FUL Units 1 - 3, Old Station Business Park, Compton, RG20 6NE - Permanent retention of a portacabin building to be used as storage/office space. Approved.
- 23/01564/HOUSE Roden Farm, Wallingford Road, Compton, RG20 7PY - Single storey side extension to studio outbuilding with alterations to fenestration and associated external works. Approved.
- 23/01538/HOUSE Roden Farm, Wallingford Road, Compton, RG20 7PY - New garden storage shed with associated external works. Approved.
- 23/01888/HOUSE 6 Yew Tree Stables, Compton, Newbury, RG20 6NG - Retrospective: Solar Panel Installation. Approved retrospectively.

10. Finance:

Finance Report

Status at last bank reconciliation 30th September 2023

Account	Amount
Unity Trust Current Account	£13,252.23
Unity Trust Savings Account	£97,144.45
Lloyds Multipay Corporate Card	-£118.68
Total	£110,278.00

Income received 29th August - 22nd September 2023

Account	Income Detail	Amount
Current	Precept	£28,500.00
Current	Compton book	£12.00
Current	Allotment/grazing land rent	£46.00
Current	Pitch/pavilion hire	£150.00
Total		£28,708.00

Payments made on Lloyds Corporate Card to be approved

Method	Date	Payee	Payment Detail	Amount
CC	26-Sep-23	Microsoft	Software	£12.36
CC	03-Oct-23	Poppy Shop	Lamppost poppies	£100.00
CC	16-Oct-23	Royal Mail	Stamps	£2.60
CC	17-Oct-23	Amazon	Refund floor mats for Pavilion	-£30.98
CC	25-Oct-23	Microsoft	Refund software	£11.53
				£95.51

Payments from Unity Trust Current Account to be approved

Method	Date	Payee	Payment Detail	Amount
DD	28-Sep-23	Castle Water	Pavilion water	£5.00
BACS	30-Sep-23	Unity Trust Bank	Bank charges	£18.00
BACS	09-Oct-23	1st Compton Rainbows	Grant	£150.00
DD	11-Oct-23	Hugo Fox	Website (later refunded)	£11.99
DD	16-Oct-23	Hugo Fox	Website	£23.99
BACS	16-Oct-23	Spires Legal	Legal advice	£52.32
BACS	16-Oct-23	CJM Services	Works in Recreation Ground / play area	£8,026.56
BACS	02-Oct-23	Royal British Legion	Donation	£100.00
DD	18-Oct-23	Vodafone	Phone	£26.20
DD	20-Oct-23	Southern Electric	Street light electricity Sept	£50.41
DD	25-Oct-23	Hugo Fox	Refund for website	-£11.99
DD	30-Oct-23	Castle Water	Pavilion water	£10.83
BACS	06-Nov-23	Staff Costs	Staff Costs Oct	£1,759.50
BACS	06-Nov-23	AD Clark	Grounds maintenance and pitch marking	£934.02

BACS	06-Nov-23	West Berkshire Council	Compilations Oct	£432.00
Total				£11,588.83

Transfers

Method	Date	From Account	To Account	Amount
DD	16-Oct-23	Unity Current	Lloyds Corporate Card	£121.68
Total				£121.68

Bank Reconciliation

Bank Reconciliation at 30/09/2023

Cash in Hand 01/04/2023		104,027.19
ADD		
Receipts 01/04/2023 - 30/09/2023		44,036.36
Subtotal		148,063.55
SUBTRACT		
Payments 01/04/2023 - 30/09/2023		37,785.55
A Cash in Hand 30/09/2023		110,278.00
(per Cash Book)		
Cash in hand per Bank Statements		
Petty Cash	0.00	
3 Lloyds Corporate Card	-118.68	
2 Unity Savings	97,144.45	
1 Unity Current	13,348.23	
Subtotal		110,374.00
Less unrepresented payments		96.00
Subtotal		110,278.00
Plus unrepresented receipts		0
B Adjusted Bank Balance		110,278.00

A = B Checks out OK

Quarterly Budget Report – to 30th September 2023

Income

Code	Title	Receipts			Payments			Net Position	
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend	
1	Precept	57,000.00	28,500.00	-				-	(-50%)
2	Interest	580.00	1,200.06	620.06				28,500.00	(106%)
4	Grants							620.06	(N/A)
5	Other Income								(N/A)
57	CIL Receipts		3,375.33	3,375.33				3,375.33	(N/A)
	SUB TOTAL	57,580.00	33,075.39	-				24,504.61	(-42%)
				24,504.61					

Administration

Code	Title	Receipts			Payments			Net Position	
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend	
6	Staff Costs				20,500.00	9,902.22	10,597.78	10,597.78	(51%)
7	Staff Expenses				170.00	89.38	80.62	80.62	(47%)
8	Office				960.00	528.00	432.00	432.00	(45%)
9	Office Supplies/Equipment				150.00	6.00	144.00	144.00	(96%)
10	Phone				240.00	130.98	109.02	109.02	(45%)
11	Website				350.00		350.00	350.00	(100%)
12	Bank Charges				108.00	54.00	54.00	54.00	(50%)
13	Subscriptions				850.00	492.79	357.21	357.21	(42%)
14	Software				1,250.00	558.90	691.10	691.10	(55%)
15	Insurance				1,100.00	1,057.81	42.19	42.19	(3%)
16	Election Fees				320.00		320.00	320.00	(100%)
17	Audit Fees				600.00	740.00	-140.00	-140.00	(-23%)

18	Chairman's Allowance		80.00			80.00	80.00	80.00	(100%)
19	Training		500.00		301.00	199.00	199.00	199.00	(39%)
20	Meeting Rental		360.00			360.00	360.00	360.00	(100%)
21	Other Expenses				52.48	-52.48	-52.48	-52.48	(N/A)
48	Professional Advice		3,000.00		4,425.25	-1,425.25	-1,425.25	-1,425.25	(-47%)
	SUB TOTAL		30,538.00		18,338.81	12,199.19	12,199.19	12,199.19	(39%)

Village Maintenance

Code	Title	Receipts			Payments			Net Position	
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend	
22	Grounds Maintenance				6,000.00	3,832.92	2,167.08	2,167.08	(36%)
23	Recreation Ground				300.00	475.67	-175.67	-175.67	(-58%)
24	Play Equipment Maintenance				1,500.00	110.00	1,390.00	1,390.00	(92%)
25	Tree Maintenance				1,000.00	1,355.00	-355.00	-355.00	(-35%)
26	Refuse Disposal				2,500.00	1,882.97	617.03	617.03	(24%)
27	Vandalism Repair								(N/A)
28	War Memorial Maintenance				150.00		150.00	150.00	(100%)
63	Memorial Garden		315.44	315.44				315.44	(N/A)
	SUB TOTAL		315.44	315.44	11,450.00	7,656.56	3,793.44	4,108.88	(35%)

Allotments

Code	Title	Receipts			Payments			Net Position	
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend	
29	Allotment Rent - Newbury Lane	500.00	596.50	96.50				96.50	(19%)
30	Allotment Rent - School Road	450.00	442.75	-7.25				-7.25	(-1%)
31	Newbury Lane Water				300.00		300.00	300.00	(100%)

32	Newbury Lane Capital								(N/A)
33	Newbury Lane Other Expenses								(N/A)
34	School Road Water				250.00	108.40	141.60	141.60	(56%)
35	School Road Capital								(N/A)
36	School Road Other Expenses					75.00	-75.00	-75.00	(N/A)
37	Allotment Skips								(N/A)
SUB TOTAL		950.00	1,039.25	89.25	550.00	183.40	366.60	455.85	(30%)

Sports Pavilion

Code	Title	Receipts			Payments			Net Position	
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend	
38	Football Club - Income	450.00	360.00	-90.00				-90.00	(-20%)
39	SP Building Maintenance				1,000.00	100.00	900.00	900.00	(90%)
40	SP Running Costs				500.00	1,012.45	-512.45	-512.45	(-102%)
41	Pitch Marking				400.00	95.03	304.97	304.97	(76%)
62	Pavilion/Recreation Ground Hire (non-football)		150.00	150.00				150.00	(N/A)
SUB TOTAL		450.00	510.00	60.00	1,900.00	1,207.48	692.52	752.52	(32%)

Lighting

Code	Title	Receipts			Payments			Net Position	
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend	
42	Electricity				8,000.00	610.88	7,389.12	7,389.12	(92%)
43	Lighting Routine Maintenance				2,800.00	624.16	2,175.84	2,175.84	(77%)
44	Lighting Repairs				500.00		500.00	500.00	(100%)
45	Lighting Replacement				35,000.00		35,000.00	35,000.00	(100%)

SUB TOTAL		46,300.00		1,235.04	45,064.96	45,064.96	(97%)
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Burial Ground

		Receipts			Payments			Net Position	
Code	Title	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend	
46	Burial Ground - Income								(N/A)
47	Burial Ground				4,000.00	284.33	3,715.67	3,715.67	(92%)
SUB TOTAL					4,000.00	284.33	3,715.67	3,715.67	(92%)

Compilations

		Receipts			Payments			Net Position	
Code	Title	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend	
49	Compilations - Income	2,000.00	215.00	-1,785.00				-1,785.00	(-89%)
50	Compilations				2,300.00	1,240.39	1,059.61	1,059.61	(46%)
SUB TOTAL		2,000.00	215.00	-1,785.00	2,300.00	1,240.39	1,059.61	-725.39	(-16%)

Grants

		Receipts			Payments			Net Position	
Code	Title	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend	
51	Grants				1,000.00	285.00	715.00	715.00	(71%)
SUB TOTAL					1,000.00	285.00	715.00	715.00	(71%)

Events

Code	Title	Receipts			Payments			Net Position	
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend	
54	Christmas Events				200.00		200.00	200.00	(100%)
55	Christmas Day Lunch Room Hire				50.00		50.00	50.00	(100%)
59	Other Events								(N/A)
60	Greening Campaign				50.00		50.00	50.00	(100%)
61	Coronation		235.07	235.07	400.00	475.00	-75.00	160.07	(40%)
	SUB TOTAL		235.07	235.07	700.00	475.00	225.00	460.07	(65%)

Reserves

Code	Title	Receipts			Payments			Net Position	
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend	
56	Reserves					4,171.78	-4,171.78	-4,171.78	(N/A)
58	CIL Expenditure								(N/A)
	SUB TOTAL					4,171.78	-4,171.78	-4,171.78	(N/A)

Summary

NET TOTAL	60,980.00	35,390.15	-	98,738.00	35,077.79	63,660.21	38,070.36	(23%)
V.A.T.		8,646.21	25,589.85		2,707.76			
GROSS TOTAL		44,036.36			37,785.55			