



MINUTES OF THE FULL COUNCIL MEETING

Minutes of the continuation of the Annual Meeting of the Parish Council held Online via Zoom on Monday 7th June 2021. Commencing at 7:00pm.

Members Present: Councillor Dave Aldis, Chairman
Councillor Jude Cunningham
Councillor Linda Moss
Councillor Dan Neate
Councillor Rebecca Pinfold, Vice-Chairman
Councillor Alison Strong
Councillor Sharon Tiller

Members Absent: None

Officers Present: Sarah Marshman, Clerk/RFO

In Attendance: 1 member of the public

Minutes

On 26th April 2021, the Council resolved that instead of returning to face-to-face meetings, a Temporary Scheme of Delegation would be put in place in order to allow the Clerk to enable decisions to be taken under the direction of Councillors until face-to-face meetings recommence. This meeting is therefore not a formal meeting, but an advisory Full Council Meeting. All recommendations made at this meeting will be enacted by the Clerk where appropriate and ratified at the next face-to-face Full Council Meeting.

21/22-033 To receive, and consider for acceptance, apologies for absence from Members of the Council

All members were present so no apologies for absence were received.

21/22-034 To receive any declarations of disclosable pecuniary interests or non-registerable interests by members or the Clerk and to consider any requests for dispensation

No declarations of interests or requests for dispensation were received.

21/22-035 To receive:

Questions or comments from members of the public regarding items on the agenda

Representations from any member who has declared a personal interest

No questions, comments or representations were received.

21/22-036 To approve the minutes of the Full Council Meeting held on 10th May 2021
 Resolved: Members agreed the minutes of the last meeting be accepted as a true record.
 The Chairman will sign these minutes once the decision has been ratified by Full

21/22-037 To discuss any matters arising from the meeting held on 6th May 2021
 There were no matters arising.

21/22-038 To receive a report from the District Councillor
 Carolyn Culver sent her apologies and had noted that West Berkshire Council is looking at the damage that has occurred to Wallingford Road due to traffic for building works.

21/22-039 To review the minutes and recommendations from the following committees:

Committee	Meeting Date	Minute Numbers	Recommendations
Planning	No meeting		
Personnel	25 th May 2021	PER21/22-001 to PER21/22-013	<ul style="list-style-type: none"> The updated Model Code of Conduct be considered for adoption by Full Council. Increase the Clerk's working hours to 16 per week with up to 4 hours per week overtime when required.

21/22-040 To receive an update and review recommendations from the following working parties:

Working Party	Meeting Date	Recommendations
Burial Ground	No meeting	
Village Enhancement	14 th May	Items covered under Minutes 21/22-047 to 21/22-050 were requested due to the recommendations from the Working Party.
Digital	No meeting	
Queen's Platinum Jubilee	No meeting	
Street lighting	No meeting	
Sports Pavilion	20 th May	Items covered under Minutes 21/22-051 to 21/22-054 were requested due to the recommendations from the Working Party.
Working Party	Meeting Date	Recommendations

21/22-041 Planning Applications

21/22-041.1 To consider the following new planning applications:

[21/01008/LBC2 6 Compton Manor, High Street, Compton, RG20 6NJ](#) - Extension of existing flue to be 1 metre higher than bathroom window to comply with Health and Safety Regulations

Resolved: The Clerk should submit a response of 'no objections'.

[21/01192/FUL North Wing, High Elms, Aldworth Road, Compton, RG20 6RD](#) -

Construction of a 30m x 25m all weather surface outdoor riding arena

Resolved: The Clerk should submit a response of 'no objections'.

[21/01294/HOUSE 63 Burrell Road, Compton, RG20 6QX](#) - Demolition of existing garage

and erection of new 2 storey side extension and single storey front extension

Resolved: The Clerk should submit a response of 'no objections'.

21/22-041.2 To consider whether to request the District Councillor calls in any planning applications to the Western Area Planning Committee

No applications were requested to be referred to the Western Area Planning Committee.

21/22-041.3 To consider whether to refer any planning applications for further response from the Council's planning consultants

No applications were referred to the planning consultant.

21/22-041.4 To receive a report on recent planning decisions taken by West Berkshire Council

- 21/00545/HOUSE 27 Lowbury Gardens, Compton, Newbury, RG20 6NN - Partial conversion of existing garage into home office/study. Application approved.
- 21/00280/COND1 Land at Old Station Business Park, High Street, Compton - Application for approval of details reserved by conditions 5 (noise mitigation) and 6 (timer system) of approved 20/01226/FUL - External works, m/e works to include ductwork, steel gantry, external plant, external enclosure (fencing), retaining walls, air handling unit and chiller, gas bottle store, solvent stores all concerning unit 10, 11, 12 (existing building). Building alterations include modifications to internal space planning, revised external door design to fire escape doors, omitting roof lights + glazed top and side panel to entrance doors (front elevation) + two windows on the east elevation at first floor and adjusted soil vent pipes (SVP) positions. Application approved.
- 20/02996/COND1 Units 4, 5, 6, and 7, 8, 9, Old Station Business Park, Compton, Newbury - Application for approval of details reserved by conditions 4 (Acoustic Mitigation), 5 (Timing Control Details) and 6 (Painting of ducting) of approved 20/01658/FUL - External works to include new external chemstores/storage/chiller containers positioned outside unit 4,5,6 and 7, 8, 9. New adjoining covered walkway/canopy between 4, 5, 6 and 7, 8, 9. Building alterations to include new extraction ductwork, fan and general fittings. New retaining wall to east (outside unit 6), Internal modifications to floor plans, replacement external doors to rear elevation to Unit 4, 5, 6. Application approved in part (conditions 5 and 6) and refused in part (condition 4).
- 21/00315/HOUSE Lyndhurst, Ilsley Road, Compton, RG20 7PG - Proposed single storey rear extension and front canopy with internal alterations, replacement of cladding at first floor level. Application approved.

- 21/22-042 To receive the Clerk's report**
The consultation on the Neighbourhood Development Plan is now running.
- 21/22-043 Finance:**
- 21/22-043.1 To consider approving the payments listed on the Finance Report**
Resolved: To approve the payments listed on the Finance Report in Appendix 1.
- 21/22-043.2 To note the most recent bank reconciliations**
Resolved: To note the bank reconciliation figures as provided on the Finance Report in Appendix 1.
- 21/22-044 To review the Temporary Scheme of delegation**
Resolved: To continue with the Temporary Scheme of Delegation, to be reviewed at the July Full Council meeting.
- 21/22-045 To consider applications for co-option to the Council for up to two vacancies**
Resolved: To co-opt Ian Tong and Brian McClafferty to the Council.
- 21/22-046 To consider filling the remaining areas of responsibility**
This was deferred to the next meeting.
- 21/22-047 To consider purchasing plaques for the new picnic benches**
Resolved: To purchase two plaques at £36.50 each.
- 21/22-048 To consider installing a play surface at the base of the basketball hoop**
This was deferred in order to seek further quotes.
- 21/22-049 To consider extending the hardstanding outside the Sports Pavilion**
This was deferred in order to seek further quotes.
- 21/22-050 To consider relocating one of the approved dog waste bins to Coombe Road**
Resolved: To relocate a bin being removed from the Recreation Ground to Coombe Road.
- 21/22-051 To consider the proposed hire documents and hire fees for the Sports Pavilion**
Resolved: To adopt the proposed hire documents and the following hire fees for the Sports Pavilion:
Pavilion & Pitch £55 non-resident / £50 resident
Pitch Only £25 non-resident / £20 resident (minimum of 10 bookings a season)
- 21/22-052 To consider replacing the full-size goalposts in recreation ground with new socketed aluminium goals**
This was deferred to the next meeting.
- 21/22-053 To consider purchasing corner flags and a line marker for the Recreation Ground**
Resolved: To purchase a line marker at £784.99 and corner flags at £39.99 plus delivery costs.

- 21/22-054 To consider purchasing signage, benches, a catering kettle, first aid kit and cleaning supplies for the Sports Pavilion**
Resolved: To purchase signage at £32, a first aid kit at £22.99, a catering kettle at £34.99 and set a budget of £150 for the cleaning supplies.
The purchase of benches was deferred.
- 21/22-055 To consider creating a voluntary role to assist with Freedom of Information requests**
The voluntary role is not required at this time.
- 21/22-056 To receive an update on vandalism and anti-social behaviour (ASB) in the village**
Reports were received of a small motorbike being ridden in the Recreation Ground.
- 21/22-057 To receive reports on the following:**
- 21/22-057.1 Recreation Ground**
Resolved: The Clerk to condense COVID related information onto one sign and get signage made for display in the Recreation Ground with a budget of up to £50.
- 21/22-057.2 Sports Pavilion**
The league requires someone to act as Groundsman. The Council agreed for Michael Pinfold to carry out this role voluntarily, with support from Mark Pinfold.
- 21/22-057.3 Rights of Way**
The Council has requested West Berkshire Council identifies the landowner where the steps lead down from behind the old station as these steps are in need of repair.
Metal waste has been identified on The Ridgeway within the Parish of East Ilsley. The Council is in conversation with West Berkshire Council and the landowner to ensure the area is made safe.
- 21/22-057.4 Village Hall**
Councillor Tiller will take the role of representative to the Village Hall.
- 21/22-058 To discuss matters for future consideration and for information**
There were no matters for future consideration or information.
- 21/22-059 To resolve under Section 1(2) of the Public Bodies (Admission to Meetings Act 1960) that as publicity would be prejudicial to the public interest by reason of the Confidential nature of the business about to be transacted, it is advisable in the public interest that the Public and Press be temporarily excluded from this meeting, and they are herewith instructed to withdraw**
Resolved: To exclude the Public and Press from the remainder of the meeting due to the confidential nature of the business in Minute 21/22-060.
- 21/22-060 To consider increasing employees working hours**
Resolved: To increase the Clerk's working hours to 16 per week, with up to 4 hours per week overtime when needed.

There being no further business, the meeting was closed at 9:22pm.

Date and time of next scheduled Full Council Meeting:

- **Monday 21st June 2021 at 6:30pm**
- **Monday 5th July 2021 at 7pm.**

Chairman: _____

Date: _____

Appendix 1: Finance Report

Status at last bank reconciliation 30th April 2021

Account	Amount
Unity Trust Current Account	£36,728.92
Unity Trust Deposit Account	£122,634.57
Lloyds Multipay Corporate Card	-£293.28
Total	£159,070.21

Income received 4th May - 31st May 2021

Account	Income Detail	Amount
Unity Current	Allotment/grazing land rent	£531.50
Unity Current	Precept 1st instalment	£24,525.00
Unity Current	CIL 17/02861/FULD The Manor Barn	£1,655.76
Total		£26,712.26

Payments made on Lloyds Corporate Card to be approved

Method	Date	Payee	Payment Detail	Amount
		None		
Total				£0.00

Payments to be approved

Method	Date	Payee	Payment Detail	Amount
BACS	14-May-21	Castle House Joinery Ltd	Brackets for new picnic benches	£72.00
DD	18-May-21	Castle Water	Water Newbury Lane allotments	£141.66
DD	18-May-21	Castle Water	Water School Road allotments	£117.48
DD	19-May-21	Vodafone	Mobile phone May	£15.97
BACS	26-May-21	West Berkshire Council	Compilations Apr	£365.93
DD	28-May-21	Southern Electric	Sports Pavilion electricity Q1	£55.93
BACS	07-Jun-21	BALC	Subscription 21/22	£369.05
BACS	07-Jun-21	Playsafety Limited	Play area annual inspection	£124.20
BACS	07-Jun-21	Starboard Systems Limited	Scribe accounting software 21/22	£417.60
BACS	07-Jun-21	CPRE	Subscription 21/22	£36.00
BACS	07-Jun-21	Heelis & Lodge	Internal audit 20/21	£242.50
BACS	07-Jun-21	CJM Services	Installation of timber to youth shelter seating	£895.00
BACS	07-Jun-21	CJM Services	Concrete pads and installation of picnic benches	£1,645.00
BACS	07-Jun-21	AD Clark	Grounds maintenance April	£682.00
BACS	07-Jun-21	Staff Costs	Including salary, expenses, PAYE and pension contributions May	£1,610.17
Total				£6,790.49

Transfers

Method	Date	From Account	To Account	Amount
DD	18-May-21	Unity Current	Lloyds	£296.28
Total				£296.28