

Compton Parish Council

Chairman: Dave Aldis

Clerk: Ron Palmer

MINUTES of the COUNCIL MEETING

Held on **Monday 7th March 2011 at 7pm** in the Welstead Room, Compton Village Hall.

Those present: Councillors D Aldis (Chair), M Pinfold, L Moss, K Simms, P Shanks, B Evans,
P Whitworth, M Birtwistle and A Strong

In attendance: R Palmer (Clerk) and 2 members of the public

The meeting started at 7pm

2280 **Apologies for absence** had been received from District Councillor B Alexander

2281 **Any declarations of personal or prejudicial interest by members or the Clerk**

- MB, as a member of the PCC, declared a personal interest in agenda item 2291, churchyard
- MB, as an allotment manager, declared a personal interest in item 2293, allotment fees

2282 **To receive:**

- **Questions or comments from members of the public**
- **Representations from any member who has declared a prejudicial interest**
Members of the public commented on agenda items 2294 & 2295, Compilations

2283 **To approve the minutes of the Council Meeting held on 7 February 2011**

Proposed by BE, seconded by MB and carried, then signed by the Chairman.

2284 **Matters arising from the minutes of the Council Meeting on 7 February 2011**

2294 Clothes recycling bin: Members asked the Clerk to contact the Village Hall Management Committee again to say their preference was for a green bin; also to ask that the header board be removed, both of which would make the bin less intrusive.

2285 **Clerk's report**

The Clerk went through his report, which is at Attachment 1. He highlighted the need for the Parish Council to register in the next few months as an employer with HMRC and operate PAYE on the income the Clerk earns.

2286 **To receive an update on vandalism and anti-social behaviour (ASB) in the village**

LM said she had nothing to report and that the next NAG meeting was next week.

2287 **To consider and accept the report from the 2 Councillors who conducted a review of the Council's internal control procedures**

Members reviewed the Report, which is at Attachment 2. The Clerk said that all recommendations had now been carried out except that identified in section 12 i.e. update the Asset Register to include the Insurance Policy excesses payable. DA proposed that the Report be accepted; this was seconded by PS and was carried. The chairman then asked BE and MB to sign the Report and thanked them for carrying out this review.

2288 **To agree the revised Council Publication Policy (v3 dated 19 February 2011)**

BE proposed the policy – which is at Attachment 3 – be accepted. This was seconded by MB and was carried. The Clerk said he would put a copy on the notice board.

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Chairman

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Date

- 2289 **To receive a report on the actions being taken to investigate the possible continuance of service provision at the Downlands Day Care Centre after it closes in September**
 DA said two meetings had been held and that a further meeting will take place on 16th March. Information was still being gathered and a questionnaire had been prepared and sent out to relevant local bodies. There was considerable interest in ensuring some kind of on-going provision at the Centre.
- 2290 **To receive an update on the redevelopment of Fairfield**
 The Clerk had been advised that a second Planning Application had now been submitted by Sovereign Housing to West Berkshire Council.
- 2291 **To receive an update on the current churchyard situation**
 The Clerk said he was still awaiting a reply from the owner of nearby land to whom he had written.
- 2292 **To receive an update on the project to erect a possible footway from Lowbury Gardens along the south side of the High Street to the village shop**
 The Clerk said he had now written to all owners and occupiers of the affected properties, including A2Dominion Homes, asking for their views of the proposed project and was now awaiting responses.
- 2293 **To review the annual fees paid by allotment holders and agree them for the coming year**
 Following a discussion, BE proposed that the fees should remain the same for the year commencing 1st April 2011 and that they be reviewed again next February. This was seconded by PS and was carried.
- 2294 **To review the fees paid by those advertising in ‘Compilations’ and agree them for the May/June edition onwards**
 MB said that he could not remember the advertising charges being increased over the last 10 years. Following discussion it was agreed that a definitive proposal should be submitted for approval at the next meeting.
- 2295 **To consider a proposal that ‘Compilations’ advertisers should pay in advance**
 The proposal that advertisers should pay in advance was generally agreed, but there were differing views on how this should be implemented, together with notifying advertisers of any rate increase. The Clerk and Compilations Editor were asked to circulate their ideas so that a definitive proposal could be put before the next meeting. The Chairman thanked the Compilations Editor for the hard work she had put in since taking over as Editor to get this situation under control.
- MB said he would send the Clerk electronic copies of old issues of Compilations for retention in the Council files. DA asked the Clerk to put an item on the agenda of the next meeting to review the procedures for maintenance of an archive of issues of Compilations and also consider whether the magazine should be put on the Council website.
- 2296 **To consider correspondence concerning the state of the electric circuitry in the football pavilion and approve necessary work**
 The Clerk was instructed to obtain a quote from SSE Contracting and ask them, if another electrical contractor did the work, would SSE have to inspect it / sign it off and, if so, at what cost? Following a response from SSE the Clerk was asked to obtain 2 other quotes.
- 2297 **To consider and approve a quote of £1,653.06 + VAT to replace the 2 lamp columns and lanterns removed from the Recreation Ground car park recently on health and safety grounds**
 Proposed by MB, seconded by AS and carried.

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 Chairman

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2298 **To receive a report from the sub-committee set up to open discussions with Powis-Hughes on how best the Parish Council can support BBSRC in its withdrawal from the village**
AS circulated a report from this subcommittee which is at Attachment 4.

It proposed the following remit:

1. The subcommittee is a representative body of the Parish Council
 - a. With authority to make enquiries on behalf of the Parish Council
 - b. With authority to engage with third parties
 - c. With no authority to make decisions
2. The subcommittee will have a rolling agenda item at Parish Council meetings which will be used for updates and the tabling of recommendations / proposals
3. The subcommittee consists of 4 Parish Councillors – Mark Birtwistle (chair), Alison Strong (vice-chair), Keith Simms and Linda Moss – who will ensure a quorum rule of two members is applied when meeting both as a committee and with third parties.

DA proposed that this remit be accepted. This was seconded by PS and was carried.

Councillors then made the following comments on the report recommendations:

1. The Clerk will contact WBC Planning Manager to ascertain their position on providing comments regarding the Powis-Hughes Master Plan
2. The areas of concern were expanded.
3. Sub-committee representation – agreed
4. Further investigate the AONB lobby group – agreed
5. IAH Liaison meetings to revert back to consider just ‘house-keeping’ issues - agreed

The Clerk was asked to notify East Ilsley Parish Council of the subcommittee remit and item 5 above. The subcommittee will obtain comments from the architect used by Powis-Hughes about the robustness of the current Village Design Statement.

2299 **To review and approve the revised Village Design Guidelines produced by the sub-committee set up to review them and agree that they should be forwarded to West Berkshire Council**
BE proposed these guidelines be sent to West Berkshire Council as an amendment to the existing Village Design Statement. This was seconded by AS and was carried. The Chairman thanked BE for updating these guidelines.

2300 **To consider purchasing a laptop projector at a maximum cost of £250**
Consideration of this item was postponed to the next meeting when it is hoped to have a projector and laptop available for Councillors to view

2301 **To discuss the timescale & actions leading up to the Parish Council elections on 5th May**
The Clerk handed out Nomination Forms for the Parish Council elections, which have to be returned to West Berkshire Council offices by noon on 4th April. A copy of the Notice of Elections will be posted on the notice board no later than 18th March inviting any eligible person to put their name forward for election.

2302 **To consider a request from the CSA organiser to use the 11-a-side pitch on Sunday afternoons and add a third mini soccer pitch next season**
MB said the Parish Council had a duty to consider income from all users. It was agreed that the Clerk should contact neighbouring parishes to find out what was their policy concerning the use of their football pitches.

2303 **To consider a request for the Parish Council to make a donation towards a wedding gift for Prince William and Catherine Middleton**
KS said that the couple had requested that they should not receive gifts, so he proposed that the Parish Council should accede to their request and not make a donation towards a gift. This was seconded by LM and was carried.

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Chairman

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Date

2304 To agree that the triangular area to the rear of the Village Hall where the David Wilson Homes pods were placed last year is the responsibility of the Village Hall management committee

Following discussion about respective responsibilities between the Parish Council and the Village Hall Management Committee (VHMC), MB proposed that the Clerk should write back to the VHMC stating that this area outside the fence was the responsibility of the Parish Council. This was seconded by KS and was carried.

2305 Planning Applications

a) To consider the following new applications. There were no new applications.

b) To receive a report on WBC recent planning decisions. There were none.

2306 To receive a report from District Councillor Barbara Alexander

No report was given, as Councillor Alexander had sent her apologies

2307 To receive reports on the following:

a) Recreation Ground: PS reported much the same as last time i.e. litter, dog mess, cars driven onto grass etc. The ground has been very soft due to the wet weather but the grass is now growing so it is not a problem.

h) Website: MB had been contacted about excerpts of the history of Compton which were on the old village website. MB will follow up.

No other reports were presented.

2308 To approve cheques due for payment

AS proposed that the following cheques be approved. This was seconded by PS and was carried. The chairman then signed and dated the list of cheques.

Date	Cheque No.	Payee	Amount	Description
10-Feb	102121	West Berkshire Council	£395.00	Printing Compilations Feb/Mar issue
18-Feb	102122	SSE Contracting	£462.67	Removal & disposal of 2 rusted lighting columns in car park
25-Feb	102123	Berkshire Association of Local Councils	£229.08	Renewal of Berkshire Assoc. of Local Councils membership
06-Mar	102124	Ron Palmer	£480.30	Clerk's salary etc for 4 weeks to 6th March
02-Mar	102125	D Moss	£55.00	Litter picking - February
03-Mar	102126	SSE Contracting	£1,285.20	Purchase of 2 new floodlights (materials)

2309 Correspondence

The Correspondence list is at Attachment 5.

2310 Matters for consideration and information

- PS said the dog bin in Wilson Close had been put back to its original position
- MP asked the Clerk to contact WBC and the police about a boat on a trailer
- MB asked the Clerk to report 2 potholes in Cheseridge Road
- KS said the Scout and Guide Committee had been notified that BBSRC had instructed their lawyers to draw up a contract to renew the lease of the Scout Hut for 30 years on the current terms

The meeting closed at 9.20pm.

Forthcoming meeting:

- **Council Meeting: Monday 4th April at 7pm** in the Welstead Room, Village Hall

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Chairman

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Date