

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: Tuesday 16th March 2021 at 7.00pm

PLACE: Online via Zoom - Meeting ID: 835 4058 0095, Passcode: 416835, [Meeting link](#)

Please note, due to the current Covid-19 situation and as permitted by The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020, this meeting will be conducted online via zoom.

S. Marshman

Dr. S. Marshman, CiLCA, Clerk to the Council

11th March 2021

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 or non-registerable interests by members or the Clerk and to consider any requests for dispensation](#)
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 a personal interest
4. To approve the [minutes of the Parish Council Meeting held on 1st March 2021](#)
5. To discuss any matters arising from the [minutes of the Council Meeting on 1st March 2021](#)
6. Planning Applications
 - 6.1 To consider the following new planning applications:
 - [21/00284/FORMB Land North West Of Roden Farm Compton](#) - Section 37 of the Electricity Act 1989 to install and keep installed above ground an electric line of nominal voltage of less than 132
 - [21/00315/HOUSE Lyndhurst, Ilsley Road, Compton, RG20 7PG](#) - Proposed single storey rear extension and front canopy with internal alterations.

- [21/00545/HOUSE 27 Lowbury Gardens, Compton, RG20 6NN](#) - Partial conversion of existing garage into home office/study
- 6.2 To consider whether to request the District Councillor calls in any planning applications to the Western Area Planning Committee
 - 6.3 To consider whether to refer any planning applications for further response from the Council's planning consultants
 - 6.4 To receive a report on [recent planning decisions taken by West Berkshire Council](#)
7. [Finance:](#)
- 7.1 To consider approving the payments listed on the finance report
8. To consider purchasing additional bins
 9. To consider purchase of Office 365 licenses for all Council members and officers linked by the Parish Council domain/organisation
 10. To consider a [request to create an exercise arena on the larger grazing land plot](#)
 11. To consider the costs for the Council's solicitor to complete the transfer of land for the burial ground
 12. 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
 13. To consider the covenants required for the transfer of land for the burial ground

Date and time of next scheduled meeting:

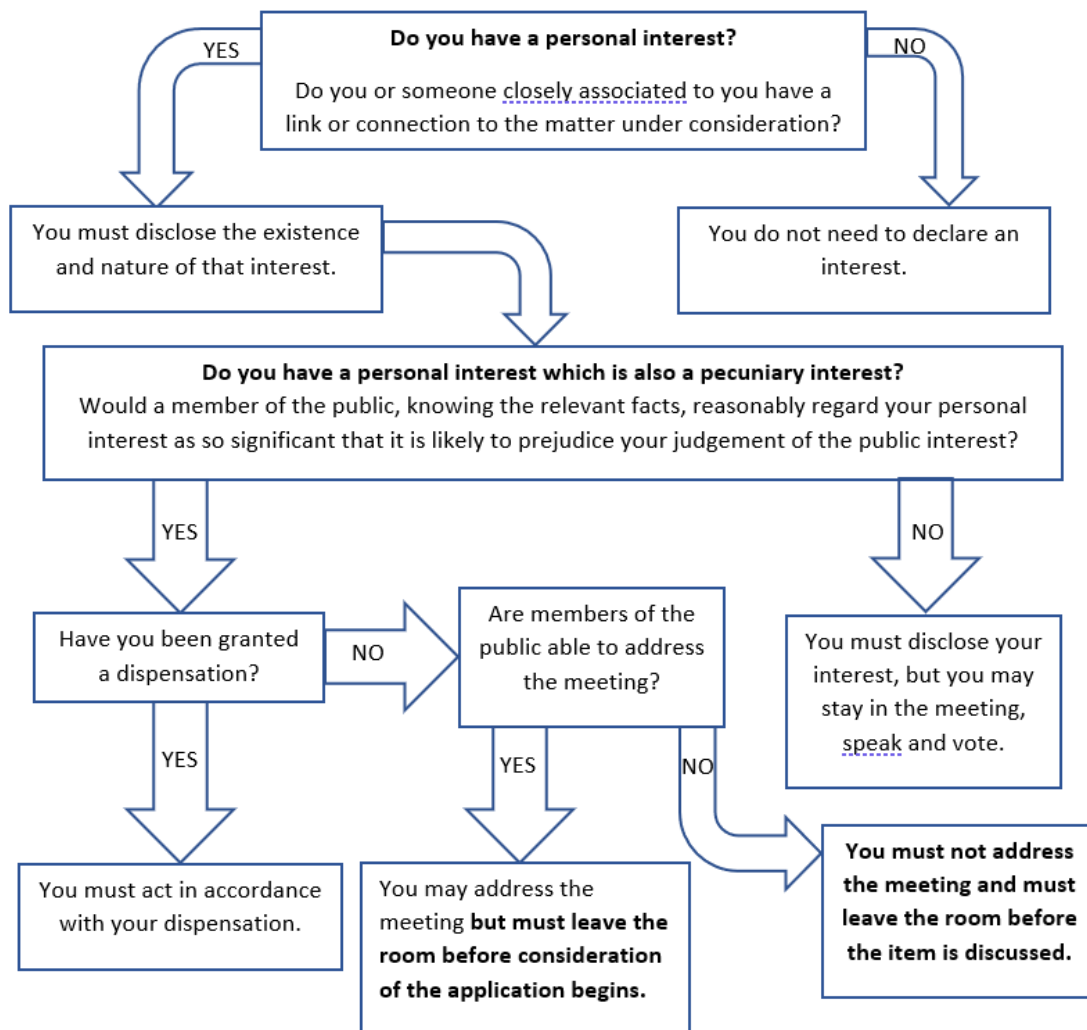
Parish Council Meeting: Monday 19th April 2021 at 7pm

Supporting Documentation

2. To receive any declarations of disclosable pecuniary interests or non-registerable interests by members or the Clerk and to consider any requests for dispensation

Members are invited to declare disclosable pecuniary interests and other interests in items on the agenda as required by the Compton Parish Council [Code of Conduct for Members](#), as adopted on 4th June 2018, minute 18/19-404, and by the [Localism Act 2011 Chapter 7](#).

The following is provided for guidance:



4. To approve the minutes of the Parish Council Meeting held on 1st March 2021

FULL COUNCIL MINUTES

Minutes of the Full Council meeting held Online via Zoom on Monday 1st March 2021.

Commencing at 7:09pm.

Members Present: Dave Aldis, Chairman Jude Cunningham Linda Moss
Dan Neate Rebecca Pinfold Keith Simms
Alison Strong Ian Tong

Members Absent: None

Officers Present: Sarah Marshman, Clerk/RFO

In Attendance: Carolyn Culver, District Councillor
2 members of the public

Minutes

20/21-207 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.

20/21-208 To receive any declarations of disclosable pecuniary interests or non-registerable interests by members or the Clerk and to consider any requests for dispensation

Councillor Simms declared an interest in item 20/21-240 planning application 21/00262/FUL.

Councillor Moss declared an interest in item 20/21-240 planning application 21/00257/COMIND.

**20/21-209 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.

20/21-210 To approve the minutes of the Parish Council Meeting held on 8th February 2021

Resolved: Members agreed the minutes of the last meeting be accepted as a true record. The minutes will be signed at the first opportunity the Council has to meet face to face.

20/21-211 To discuss any matters arising from the minutes of the Council Meeting on 8th February 2021

The Clerk was requested to confirm the date that the arborist will be carrying out the work in the Recreation Ground.

20/21-212 To receive a report from the District Councillor

The hedging at Coombe Road that has been removed will be replanted.

The condition of Wallingford Road as a result due to use by heavy vehicle had been reported by several residents to the Parish Council. CC will look at this issue.

20/21-213 To review the minutes and recommendations from the following committees:

Committee	Meeting Date	Minute Numbers	Recommendations
Planning	No meeting		
Personnel	No meeting		

20/21-214 To receive an update and review recommendations from the following working parties:

Working Party	Meeting Date	Recommendations
Parish Assets and Management	No meeting	
Recreation Ground and Waste Management	11/02/21	<ul style="list-style-type: none"> • To purchase dog waste signage. • To start to replace red dog waste bins with wooden bins.
Digital	23/02/21	
Queen's Platinum Jubilee	No meeting	
Street lighting	11/02/21	<ul style="list-style-type: none"> • Recommendations will be made to the Council for consideration under agenda item 25.

20/21-215 Planning Applications

20/21- 240.1 To consider the following new planning applications:

[21/00271/HOUSE 14 Tithe Barn Close, Compton, RG20 6AA](#) - Conversion of one half of existing double garage into living space

Resolved: To object to the application due to the reduction of car parking space.

[21/00257/COMIND The Downs School, Compton, RG20 6AD](#) - Installation of 31 new windows on Sixth form block. Solar Panels on 2 buildings. LED lighting across 80% of site.

Resolved: To submit a response of 'no objections'.

[21/00262/FUL Units 1 – 3, Old Station Business Park, Compton, RG20 6NE](#) - Installation of temporary Portakabin PK202 building to be used as additional canteen/ break out space to allow for safe social distancing.

Resolved: To object to the application due to loss of car parking spaces.

[21/00274/HOUSE 1 Lowbury Gardens, Compton, RG20 6NN](#) - Single storey wooden cabin with side store.

Resolved: To submit a response of 'no objections'.

[21/00284/FORMB Land North West Of Roden Farm Compton](#) - Section 37 of the Electricity Act 1989 to install and keep installed above ground an electric line of nominal voltage of less than 132

Resolved: To defer to an additional meeting scheduled for 16th March.

20/21-240.2 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.

20/21-240.3 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.

20/21-240.4 To receive a report on recent planning decisions taken by West Berkshire Council

No decisions have been notified since the previous meeting.

20/21-216 To receive the Clerk's report

Following on from the resignation of Mark Birtwistle from the Council, the vacancy is currently being advertised. If the Council is notified by West Berkshire Council that it is able to co-opt, the Clerk will advertise with a view to co-option at the April meeting.

20/21-217 Finance:

20/21-242.1 To consider approving the payments listed on the finance report

Resolved: To approve payments to be made and payments made between meetings.
The list of payments is on the Finance Report in Appendix 1.

20/21-242.2 To note the most recent bank reconciliations

Resolved: To note the bank reconciliation figures as provided on the Finance Report in Appendix 1

20/21-242.3 To receive any reports from the Internal Controller

The internal controller has audited Jul-Oct accounts.

20/21-218 To consider electing a Vice-Chairman of the Council

Resolved: To elect Councillor Pinfold as Vice-Chairman of the Council.

20/21-219 To consider electing a Member to the Personnel Committee

Resolved: To elect Councillor Strong to the Personnel Committee.

20/21-220 To consider reapplying for planning permission for the burial ground

Resolved: To reapply for planning permission using Fowler Architecture and Planning

20/21-221 To consider meeting the costs of the surveyor's fees for the land owner and their solicitor for the transfer of the land for the burial ground

Resolved: To meet the costs of the surveyor's fee for the land owner and their solicitor for the transfer of land for the burial ground.

20/21-222 To consider supporting the Neighbourhood Development Plan policy for the retention of some facilities on the site of the Institute

Policy C13 is currently being revised. This request will be brought back to the Council, if necessary, after the revisions have been completed.

20/21-223 To consider allotment and grazing land rents for 2021/22

Resolved: To increase the cost by £2 to £23 per plot, with the smaller grazing land plot at £60 per year and the larger plot at £165 per two years.

20/21-224 To consider the purchase of some mobile, relocatable signs to encourage civil responsibility on clearing up after your dog

Resolved: To defer this to the additional meeting scheduled for 16th March.

20/21-225 To consider dissolving the Parish Assets and Management Working Party and creating smaller working parties to handle the various items covered by this working party

Resolved: To dissolve the Parish Assets and Management Working Party and to create the Burial Ground Working Party consisting of Councillors Aldis, Pinfold and Strong.

20/21-226 To consider adopting a generic terms of reference for working parties that can be adapted on the creation of a working party

Resolved: To adopt the Generic Terms of Reference for working parties.

20/21-227 To receive an update on vandalism and anti-social behaviour (ASB) in the village

The Police have been monitoring the Ridgeway closely.

Use of the MUGA, which is closed during lockdown, has been observed, with users climbing over the padlocked gates. Signage is clearly displayed confirming the MUGA is closed. This has been reported to the Police.

20/21-228 To receive reports on the following:

20/21-253.1 Allotments: A request regarding disabled access has been received for Newbury Lane allotments. Councillor Neate will review. There are issues with the School Road allotments access gate being blocked repeatedly by a vehicle. The PCSO will be contacted.

20/21-229 To discuss matters for future consideration and for information

The condition of the railings along the River Pang ditch is in need of review. Councillor Cunningham will contact Highways at West Berkshire Council to discuss.

A review of insurance valuations was discussed.

- 20/21-230 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 Minute 20/21-256 due to the confidential nature of the business to be transacted.

- 20/21-231 To consider tenders for the replacement of the council owned footway lighting in Compton**

Resolved: To run a solar trial for 8 to 10 months, whereby the Parish current non-working/obsolete lighting stock would be converted to solar. The trial would primarily seek to clarify the suitability and sustainability of solar for Compton going forward.

- 20/21-232 To review funding available for the replacement of the footway lighting and to consider whether the Council should apply for a loan**

Resolved: To defer until the solar trial has been assessed and a need for funding established.

There being no further business, the meeting was closed at 9:30pm.

Appendix 1: Finance Report

Status at last bank reconciliation 31st January 2021

Account	Amount
Unity Trust Current Account	£54,162.84
Unity Trust Deposit Account	£122,634.57
Lloyds Multipay Corporate Card	-£11.28
Total	£176,786.13

Income received 30th January - 21st February 2021

Account	Income Detail	Amount
None		£0.00
Total		£0.00

Payments made on Lloyds Corporate Card to be approved

Method	Payment Date	Voucher No	Payee	Payment Detail	Amount
CC	02-Feb-21	160	Lloyds Bank	Monthly fee for corporate card	£3.00
CC	16-Feb-21	161	HP	2x Council laptops	£626.98
CC	25-Feb-21	162	Microsoft	365 subscription	£11.28
CC	26-Feb-21	163	Amazon	2x headsets	£54.99
Total					£696.25

Payments to be approved

Method	Payment Date	Voucher No	Payee	Payment Detail	Amount
DD	18-Feb-21	164	Vodafone	Mobile phone monthly charge	£15.75
BACS	01-Mar-21	165	Foundations Archaeology	Production of WSI	£300.00
BACS	01-Mar-21	166	West Berkshire Council	Compilations Dec	£365.93
BACS	08-Mar-21	167	Staff Costs	Including salary, expenses, PAYE and pension contributions Feb	£1,374.80
DD	08-Mar-21	168	SSE	Electricity Sports Pavilion	£125.20
Total					£2,181.68

Transfers

Method	Payment Date	Voucher No	From Account	To Account	Amount
DD	16-Feb-21	169	Unity Current	Lloyds Corporate Card	£14.28
Total					£14.28

6.4 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:

- 21/00424/CERTP 16 Meadow Close Compton Newbury RG20 6QQ - Single storey brick extension with tiled roof to the rear of the property. Materials to match that of the existing dwelling. The Parish Council was not consulted on this application. West Berkshire Council approved the certificate of lawfulness.

7. Finance:

7.1 To consider approving the payments listed on the finance report

Payments to be approved

Method	Payment Date	Voucher No	Payee	Payment Detail	Amount
BACS	16-Mar-21	170	A Councillor	Purchase of PC logo files	£37.81
Total					£37.81

10. To consider a request to create an exercise arena on the larger grazing land plot

A request has been received to create an exercise arena on the larger grazing land plot, subject to the required planning permission being achieved by the tenants of the plot. The information below has been provided by the tenant. Below are maps of the proposed area.

The approximately 22 x 32 metre area will be fenced with a gravel board and have a membrane and surface placed on top. Should the tenants be required to leave the paddock or decide to relocate the site could be returned to its original state. The area will have little impact aesthetically and from the outside will just appear as a fenced area. The tenants will also replace the fence along the main road as this is at risk of no longer being stock proof.



