

Compton Parish Council

Chairman: Dave Aldis

Clerk: Sarah Marshman

MINUTES of the PARISH COUNCIL MEETING

Held on Monday 13th April, 2015 at 7pm in the Welstead Room, Compton Village Hall.

Those present: Councillors D. Aldis (Chair), I. Tong, M. Birtwistle and A. Strong.

In attendance: The Parish Clerk.

The meeting started at 7pm.

3506 Apologies for absence

Apologies were received from Councillors K. Simms, M. Pinfold, P. Burnett, R. Pinfold and L. Moss and District Councillor Virginia von Celsing.

3507 Any declarations of pecuniary interests by members or the Clerk

There were none.

3508 To receive: Questions or comments from members of the public

Representations from any member who has declared a pecuniary interest

There were none.

3509 To approve the minutes of the Parish Council Meeting held on 2nd March, 2015

It was resolved that the minutes be accepted as a true record and they were signed by the Chairman.

3510 Matters arising from the minutes of the Council Meeting on 2nd March, 2015

The criteria for the amount of individual s137 grants was discussed and it was requested it be reassessed in September 2015 and then at every May meeting.

3511 To approve the minutes of the Extraordinary Parish Council Meeting held on 12th March, 2015

The page numbers were altered to page 1 of 2 and page 2 of 2, rather than of 5. It was resolved that the minutes be accepted as a true record and they were signed by the Chairman.

3512 Matters arising from the minutes of the Council Meeting on 12th March, 2015

There were none.

3513 To receive a report from the working party and endorse their response to West Berks Council Western Area Planning Committee regarding planning application 14/00926/RESMAJ Greens Yard, High Street, Compton

Notice of this planning application being on the agenda for the Western Area Planning Committee meeting on 8th April was not provided to the parish council with enough time to hold a full council meeting to provide a response. Therefore a working party met to form a response which was circulated to all councillors before submission. The Parish Council's disappointment at the timescale was expressed to District Councillor Virginia von Celsing and to West Berkshire Council.

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Chairman

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Date

It was resolved to endorse the minutes and the submission of the working party. The minutes of the meeting are at Attachment 1.

3514 To receive a report from our District Councillor, Virginia von Celsing

VvC sent her apologies.

3515 Clerk's report

The Clerk went through her report, which is at Attachment 2.

3516 To consider a request from the Secret Pizza Society to trade outside the Village Hall

The Clerk was requested to respond stating the PC did not wish this to be done from the Village Hall car park due to this being private land, however, they were happy for this to take place on the road outside the village hall.

3517 To consider adding the light in Hockham Road to the street light maintenance schedule

As this is the same type of light as the other post-mounted lights in the village maintained by the Parish Council it was felt the light probably belonged to the Parish Council but had been left off the schedule of lights. The light is not being maintained by others. Therefore, it was resolved to adopt the light and add it to the schedule maintained by the PC.

3518 To consider changing the 'section 137 grant allocation policy' to a 'grant policy'

This was deferred to September as discussed in minute 3510.

3519 To consider adopting a document retention policy

The policy was discussed and it was agreed that procedures need to be put in place now to ensure the documents are recorded. It was resolved to adopt the document retention policy. It was resolved to set up a working party to look at ensuring the documents are recorded consisting of IT, MB and the Clerk and to request that KS also join the working party.

3520 To discuss the recent review of internal control

MB and the Clerk carried out a review of internal control on the 17th March and a report produced containing suggestions of improvements that could be made to some of the processes.

3521 To consider the job description for the allotment manager

The draft job description is still being written so this item was deferred.

3522 To consider quotes to replace the broken saplings in the Recreation Ground

No quote had been received so this item was deferred.

3523 To consider activities commemorating World War I

There were no new suggestions so this item was deferred.

3524 To consider suggestions for the enhancement programme

There were no new suggestions so this item was deferred.

3525 To receive an update on the Cemetery

A response from Isabel Johnson at West Berkshire Council Planning Department to the preapplication 14/00309/PREAPP has now been received. As a result, the PC now needs to request more land from the benefactors. DA will arrange to meet with them. Peter McGeehin, the flood warden, is creating further documentation to help with the planning process.

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Chairman

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3526 To receive an update on vandalism and anti-social behaviour (ASB) in the village

There have been no known instances since the previous meeting.

3527 Planning Applications

a) To consider the following new applications:

There were none.

b) To receive a report on West Berkshire Council recent planning decisions

App. Ref.	Location	Proposed Work	Response from CPC	WBC Decision
14/03133 /COMIND	Land South Of Danetree West Of Coombe Road, Compton	Creation of access and erection of stables.	NO OBJECTIONS	Granted
14/03403 /HOUSE	Pussywillows, Churn Road, Compton, RG20 6PP	Mono pitched extension to front/side elevation, with two storey extension to side/back elevation.	OBJECT	Withdrawn

The recent Western Area Planning Committee meeting considered application 14/00926/RESMAJ Greens Yard, High Street, Compton. The datum point for the measurement to ensure the floor level is set at a level higher than potential flooding was debated by the ward councillors at length, but was agreed.

The PC were disappointed at the notice given that this application was to be considered as they felt that enough notice should be received for the PC to have their own meeting to discuss the response. They also noted that someone from the SuDS (Sustainable Drainage Methods) team should be available when dealing with an application that contains a site open to potential flooding. DA will speak to VvC about the perceived shortcomings.

The clerk was requested to speak to the planning enforcement officer at West Berkshire Council about the brick building that has not been demolished despite not being included in the plans in planning application 11/02277/FULD Pangside, School Road, Compton, RG20 6QU.

3528 To receive reports on the following:

a) Recreation Ground

The RoSPA inspection is due. RP is carrying out weekly inspections of the area.

c) Rights of Way

There is currently a litter problem by the steps from the field towards the old station. AS will speak to Countryside to clarify whose responsibility it is to litter pick rights of way.

f) Patient Representation

Appointments must now be made for blood tests at the hospital but blood can also be taken at the surgery now. Friday opening hours at the surgery are now 7am-7pm and they are running a trial of opening on Saturday mornings once a month.

g) Groundwater

The Flood Warden provided the following report:

I think we can declare this season over despite the showing of water in the Horn Street pond. All three observation boreholes up the valley reached a maximum at the end of March and started consistently to turn down. The groundwater in the centre of the village rose to approx 2 m below ground level at the peak, just sufficient for no flow to be observed in the watercourse.

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Fly tipping of what appears to be fire ash in the watercourse at the junction of Manor Crescent and High Street was reported, first through a routine survey by Environment Agency personnel. Residents nearby had not seen anything but agreed to keep a lookout for repeat incidents. A 'please cease' notice was put up in the shop and a request made for WBC Streetcare to remove the dumped material. At the time of writing this had not been done and I will follow this request up next week if necessary.

I am gathering together information on groundwater levels in the vicinity of the proposed graveyard extension to assist with the anticipated requirement to revise the planning application.

Consideration of an appropriate solution to the Green's Yard flood risk leads me to conclude that flood risk would not be a strong argument to deploy against developers of the Institute site if they proposed building houses on the cricket pitch. Other arguments for protecting this green space need to be assembled.

3529 To approve payments due

It was resolved to approve the following payments and bank transfer:

Method	Payment Date	Voucher No	Payee	Payment Detail	Minute	Amount
Chq	13-Apr-15	01	SSE	Electricity supply 24 Dec 2014 - 26 Mar 2015		£751.99
Chq	13-Apr-15	02	West Berkshire District Council	Compilations Dec/Jan		£589.28
Chq	13-Apr-15	03	West Berkshire District Council	Compilations Feb/Mar		£595.62
Chq	13-Apr-15	04	HMRC	PAYE		£1.60
BACS	13-Apr-15	05	SSE Contracting Ltd	Street lighting maintenance charge March quarter 2015		£578.35
BACS	13-Apr-15	06	SSE Contracting Ltd	Street lighting maintenance rechargeable repairs March quarter 2015		£122.84
BACS	13-Apr-15	07	Compton Village Hall	Hire of Welstead Room Apr 2014 - Mar 2015		£252.00
BACS	13-Apr-15	08	Scofell Landscapes Ltd	Monthly grounds maintenance March 2015		£611.24
BACS	13-Apr-15	09	BALC	Annual subscription fee 2015-16		£296.77
BACS	13-Apr-15	10	S. Marshman	Clerk's salary and expenses for Mar		£518.00
DD	28-Mar-15	2014/15 DD007	Veolia ES (UK) Ltd	Bin at Daycare Centre for Feb		£19.14
					Total	£4,336.83

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Chairman

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Date

Method	Payment Date	Voucher No	Payee	Payment Detail	Minute	Amount
Chq	13-Apr-15	11	Compton Parish Council	Transfer from HSBC to Unity current account		£5,750.67

3530 **Correspondence**

The Correspondence Report was presented and is at Attachment 3.

3531 **Matters for consideration and information**

There were none.

Meeting closed 8:50pm.

Date and time of next scheduled meeting:

➤ **Annual Parish Council Meeting:** Monday 11th May, 2015 at 7pm in the Village Hall

➤ **Annual Parish Meeting:** Monday 18th May, 2015 at 7pm in the Wilkins (Daycare) Centre

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Chairman

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Date