



MINUTES OF THE FULL COUNCIL MEETING

Minutes of the Full Council Meeting held Online via Zoom on Monday 5th July 2021.
Commencing at 7:01pm.

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

Members Absent: None

Officers Present: Sarah Marshman, Clerk/RFO

In Attendance: Carolyne Culver, District Councillor

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.

21/22-070 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.

21/22-071 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 McClafferty declared a pecuniary interest in Minute 21/22-078.1, planning application 21/01433/HOUSE.

21/22-072 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.

21/22-073 To approve the Minutes of the Full Council Meeting held on 21st June 2021
 Resolved: Members agreed the minutes of the last meeting be accepted as a true record and that all decision made at the meeting are ratified.

21/22-074 To discuss any matters arising from the meeting held on 21st June 2021
 There were no matters arising.

21/22-075 To receive a report from the District Councillor
 Carolyne highlighted consultations currently running on the masterplan for the centre of Newbury and flooding.

21/22-076 To review the minutes and recommendations from the following committees:

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

21/22-077 To receive an update and review recommendations from the following working parties:

| Working Party | Meeting Date | Recommendations |
|--------------------------|--------------|-----------------|
| Burial Ground | No meeting | |
| Village Enhancement | No meeting | |
| Digital | No meeting | |
| Queen's Platinum Jubilee | No meeting | |
| Street lighting | No meeting | |
| Sports Pavilion | No meeting | |

21/22-078 Planning Applications
 Councillor McClafferty left the meeting.

21/22-078.1 To consider the following new planning applications:

[21/01433/HOUSE 9 Horn Street, Compton, RG20 6QS](#) - Construction of an outbuilding in the rear garden of the property. Addition of a porch to the front elevation. Reconstruction of a boundary wall on front elevation in reclaimed brickwork and coping to better match with the existing bricks along the street. Construction of Bin Store.

Resolved: To object to the application and submit the following comments:
 Given the size of the outbuilding, the Parish Council feels it is inappropriate in size for the location, particularly given it is in a conservation area. The footprint of the outbuilding has a greater depth than the existing property. Concerns were raised

regarding access to the site, as this is a mid-terrace property, and the potential need for additional parking should this space be used as office space.

The Parish Council supports the reconstruction of the brick wall, making it more consistent with the neighbouring properties in a conservation area. The Parish Council is also satisfied with the bin store and the porch.

Councillor McClafferty rejoined the meeting.

21/22-078.2 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.

21/22-078.3 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.

21/22-078.4 To receive a report on recent planning decisions taken by West Berkshire Council

- 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. Application refused.
- 21/01192/FUL North Wing, High Elms, Aldworth Road, Compton, RG20 6RD - Construction of a 30m x 25m all weather surface outdoor riding arena. Application withdrawn.
- 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. Application approved.

21/22-079 To receive the Clerk's report

The roundabout and zip wire repairs are now complete. All equipment for the Sports Pavilion has now been received.

The Annual Governance and Accountability Return has been submitted to the external auditors and the necessary documentation displayed on the Council website.

21/22-080 Finance:

21/22-080.1 To consider approving the payments listed on the Finance Report

Resolved: To approve the payments listed on the Finance Report in Appendix 1.

21/22-080.2 To note the most recent bank reconciliations

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

21/22-081 To review the Temporary Scheme of delegation

Resolved: To continue with the Temporary Scheme of Delegation, to be reviewed at the Full Council meeting in September.

21/22-082 To consider filling the remaining areas of responsibility

Resolved: To assign the following roles:

| Role | Role Holder |
|--------------------------------------|--|
| Electronic Documentation | Ian Tong, with support from Brian McClafferty |
| GDPR | Ian Tong |
| Sports Pavilion Working Party | Dan Neate Rebecca Pinfold Alison Strong Brian McClafferty |

21/22-083 To consider installing a play surface at the base of the basketball hoop

Resolved: To defer this in order to seek additional quotes.

21/22-084 To consider extending the hardstanding outside the Sports Pavilion

Resolved: To accept a quote from CJM Services for £4,459. CIL funding will be used for this project.

21/22-085 To consider replacing the full-size goalposts in the Recreation Ground with new socketed aluminium goals

Resolved: To accept a quote from CJM Services for £2,255.

Use of the football pitch was discussed. The Council noted that Clubs would only be charged for use of the pitch and/or the pavilion, but training sessions would be free of charge provided the equipment was not used.

It was noted that the pitch would need to be marked out shortly. The Clerk will authorise this work using delegated powers.

21/22-086 To consider quotes to install post and rail fencing at Gordon Crescent

Resolved: To accept a quote from IJ Agricultural Fencing Services Ltd for £2101.10+VAT.

The Clerk will write to all residents in Gordon Crescent to advise them of the work and confirm the date that work will commence.

21/22-087 To consider adopting a Councillor Code of Conduct

Resolved: To adopt the Councillor Code of Conduct.

Each Councillor will be expected to sign a copy of the Code of Conduct at the next face-to-face meeting.

21/22-088 To consider quotes to clean the War Memorial

Resolved: To accept a quote from Newbury Memorials to clean and re-letter the War Memorial for £668.90.

21/22-089 To consider the cost of the Clerk attending the SLCC National Conference

Resolved: To accept a cost of £100+VAT for the Clerk to attend the SLCC National Conference.

21/22-090 To consider allowing a volunteer group to create a flower garden at School Road allotments and refurbish benches and to set a budget for these activities

A request was received for a Duke of Edinburgh group to carry out this volunteer activity, however, it is no longer possible this year. However, the Council agreed they would like to ensure that a budget is available for this work for next year.

Resolved: To set a budget of £150 from reserves to provide the necessary equipment. The Clerk was requested to ensure a budget line was added to future budgets to set a small amount to assist with volunteer work.

21/22-091 To receive an update on vandalism and anti-social behaviour (ASB) in the village

It was noted that there are a significant number of youths in the Recreation Ground and that one of the benches had had green paint put on it.

21/22-092 To receive reports on the following:

21/22-092.1 Allotments

A tap at School Road allotments needs repair.

Resolved: To set up an Allotments Working Party to consist of Councillors Neate, McClafferty and Cunningham, with the Allotment Managers invited to also join.

21/22-093 To discuss matters for future consideration and for information

Suggestions for an application for funding from the CIL Community Group Bids at West Berkshire Council were discussed. Councillor Cunningham will look at possible outdoor gym equipment. The Street Lighting Working Party will review whether a request can be made towards street lighting. An extra meeting will be held on Tuesday 10th August to consider whether to apply for funding.

There being no further business, the meeting was closed at 9:21pm.

Date and time of next scheduled Full Council Meeting: Tuesday 10th August 2021 at 7pm

Chairman: _____

Date: _____

Appendix 1: Finance Report

Status at last bank reconciliation 31st May 2021

| Account | Amount |
|--------------------------------|--------------------|
| Unity Trust Current Account | £60,678.01 |
| Unity Trust Deposit Account | £122,634.57 |
| Lloyds Multipay Corporate Card | -£11.28 |
| Total | £183,301.30 |

Income received 1st June - 27th June 2021

| Account | Income Detail | Amount |
|---------------|----------------|---------------|
| Unity Current | Allotment rent | £83.00 |
| Total | | £83.00 |

Payments made on Lloyds Corporate Card to be approved

| Method | Date | Payee | Payment Detail | Amount |
|--------------|-----------|-----------------|--|------------------|
| CC | 25-May-21 | Microsoft | Microsoft 365 | £11.28 |
| CC | 02-Jun-21 | Lloyds | Monthly card fee | £3.00 |
| CC | 15-Jun-21 | Networld Sports | Line marker, corner flags, first aid kit | £917.92 |
| CC | 17-Jun-21 | Amazon | Catering kettle | £34.99 |
| CC | 23-Jun-21 | Castle Water | Water Sports Pavilion | £19.34 |
| CC | 24-Jun-21 | Amazon | Cleaning supplies for pavilion | £152.84 |
| CC | 25-Jun-21 | Microsoft | Microsoft 365 | £11.28 |
| Total | | | | £1,150.65 |

Payments to be approved

| Method | Date | Payee | Payment Detail | Amount |
|--------------|-----------|-----------------|---|------------------|
| DD | 18-Jun-21 | Vodafone | Mobile phone Jun | £19.87 |
| BACS | 28-Jun-21 | Wybone | 4x dog waste bin, 1x dog/general waste bin | £3,401.88 |
| BACS | 05-Jul-21 | CJM Services | Roundabout repairs | £725.00 |
| BACS | 05-Jul-21 | SSE Contracting | Street light maintenance Jun qtr | £702.61 |
| BACS | 05-Jul-21 | CPRE | Subscription 21/22 | £36.00 |
| BACS | 05-Jul-21 | Staff Costs | Including salary, expenses, PAYE and pension contributions June | £1,547.66 |
| Total | | | | £6,433.02 |

Transfers

| Method | Date | From Account | To Account | Amount |
|--------------|-----------|---------------|------------|---------------|
| DD | 16-Jun-21 | Unity Current | Lloyds | £14.28 |
| Total | | | | £14.28 |