

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: Monday 6th September 2021 at 7.00pm

PLACE: Online via Zoom - Meeting ID: 882 2940 7057, Passcode: 797239, [Meeting Link](#)

S. Marshman

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

1st September 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 Full Council Meeting held on 10th August 2021
5. To discuss any matters arising from the meeting held on 10th August 2021
6. To receive a report from the District Councillor
7. To review the minutes and recommendations from the following committees:

Committee	Meeting Date	Minute Numbers	Recommendations
Planning	18 Aug 21	PLN21/22-001 to 006	None
Personnel	No meeting		

8. 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	
Allotments	No meeting	

9. Planning Applications

9.1 To consider the following new planning applications:

- None

9.2 To consider whether to request the District Councillor calls in any planning applications to the Western Area Planning Committee

9.3 To consider whether to refer any planning applications for further response from the Council's planning consultants

9.4 To receive a report on recent planning decisions taken by West Berkshire Council

10. To receive the Clerk's report

11. Finance:

11.1 To consider approving the payments listed on the [Finance Report](#)

11.2 To note the most recent bank reconciliations

11.3 To note the Quarterly Budget Report (if applicable)

11.4 To receive any reports from the Internal Controller (if applicable)

12. To review the Temporary Scheme of delegation

13. To consider purchasing additional benches for the Sports Pavilion

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

15. To receive reports on the following:

23.1 Recreation Ground

23.2 Sports Pavilion

23.3 Rights of Way

23.4 Village Hall

23.5 Allotments

23.6 Downland Practice Patient Representation Group

23.7 Communications

23.8 Neighbourhood Development Plan

23.9 Burial Ground

16. To discuss matters for future consideration and for information

17. 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

18. To consider financing options and quotes for replacement street lighting

19. To consider actions to be taken relating to Newbury Lane allotments

Date and time of next scheduled meeting:

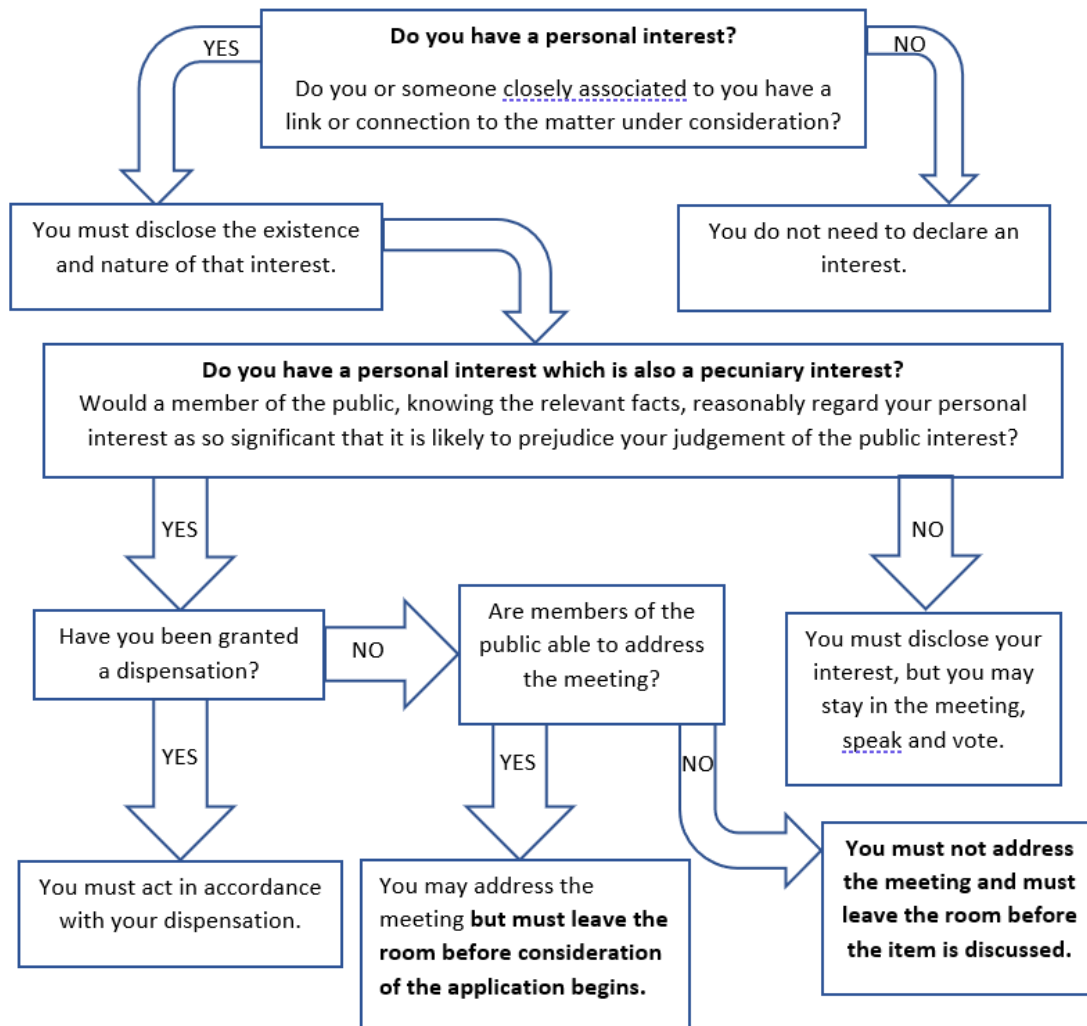
Full Council: Monday 4th October 2021 at 7pm

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:



9.4 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:

- 21/01573/HOUSE 16 Tithe Barn Close, Compton RG20 6AA - Timber frame and cedar clad garden room, 5 metres by 4 metres with a height of 2.5m. Application approved.
- 21/01403/FUL Units 7 - 9, Old Station Business Park, Compton, Newbury West Berkshire RG20 6NE - Erection of ancillary storage building. Application approved.

11. Finance:

Finance Report

Status at last bank reconciliation 31st July 2021

Account	Amount
Unity Trust Current Account	£43,578.27
Unity Trust Deposit Account	£122,634.57
Lloyds Multipay Corporate Card	-£22.28
Total	£166,190.56

Income received 28th June - 30th August 2021

Account	Income Detail	Amount
Unity Current	Compilations advertising	£30.00
Total		£30.00

Payments made on Lloyds Corporate Card to be approved

Method	Date	Payee	Payment Detail	Amount
CC	02-Jul-21	Lloyds	Monthly card fee	£3.00
CC	08-Jul-21	Amazon	Stationery	£3.94
CC	09-Jul-21	Amazon	Stationery	£1.06
CC	21-Jul-21	Land Registry	Land registry documents	£6.00
CC	26-Jul-21	Microsoft	Microsoft 365	£11.28
CC	01-Aug-21	Castle Water	Water fees	£40.15
CC	02-Aug-21	Lloyds	Monthly card fee	£3.00
CC	12-Aug-21	Screwfix	Materials for Sports Pavilion repairs	£79.71
CC	26-Aug-21	Microsoft	Microsoft 365	£11.28
Total				£159.42

Payments to be approved

Method	Date	Payee	Payment Detail	Amount
DD	16-Jul-21	Vodafone	Mobile phone Jul	£21.29
BACS	29-Jul-21	Nexus Open Systems	Software	£254.68
BACS	29-Jul-21	Fowler Architecture and Planning	Planning services	£1,008.00
DD	18-Aug-21	Vodafone	Mobile phone Aug	£21.29
BACS	20-Aug-21	Staff Costs	Including salary, expenses, PAYE and pension contributions July	£1,898.69
BACS	20-Aug-21	Concrete Sports	Table tennis top repair	£480.00
BACS	20-Aug-21	AD Clark	Grounds maintenance May	£679.00
BACS	20-Aug-21	Chris Bolt Property Maintenance	Dog bin repair and resite	£177.70
BACS	20-Aug-21	Chris Bolt Property Maintenance	Repairs in Sports Pavilion	£127.70
DD	31-Aug-21	Southern Electric	Electricity Sports Pavilion	£66.06

BACS	06-Sep-21	Staff Costs	Including salary, expenses, PAYE and pension contributions August	£1,545.33
BACS	06-Sep-21	AD Clark	Grounds maintenance June	£679.00
BACS	06-Sep-21	AD Clark	Grounds maintenance July	£679.00
BACS	06-Sep-21	West Berkshire Council	Compilations Jun	£365.93
BACS	06-Sep-21	Castle Water	Water Sports Pavilion	£19.34
BACS	06-Sep-21	Nexus Open Systems	Software	£127.34
Total				£8,150.35

Transfers

Method	Date	From Account	To Account	Amount
DD	16-Jul-21	Unity Current	Lloyds	£1,139.92
DD	16-Aug-21	Unity Current	Lloyds	£65.43
Total				£1,205.35

12. To review the Temporary Scheme of Delegation

Temporary Scheme of Delegation

1. Section 101 of the Local Government Act 1972 provides:
 - That a Council may delegate its powers (except those incapable of delegation) to a committee or an officer.
 - A Committee may delegate its powers to an officer.
2. Any delegation to a Committee or the Proper Officer shall be exercised in compliance with the Council's Standing Orders, any other policies or conditions imposed by the Council and within the law.
3. The Proper Officer may nominate another named Officer to carry out any powers and duties, which have been, delegated to that Officer.
4. In an emergency the Proper Officer is empowered to carry out any function of the Council
5. Where officers are contemplating any action under delegated powers, which is likely to have a significant impact in a particular area, they should also consult the Members, and must ensure that they obtain appropriate legal, financial and other specialist advice before action is taken.

Delegation to The Proper Officer

6. As a temporary measure, to allow for effective decision making whilst Covid-19 restrictions and considerations are in place, the Proper Officer may be empowered to take any and all decisions recommend to them by the relevant Committee or Full Council
7. This empowerment does not affect the delegations already in place via Standing Orders or Financial regulations.
8. The Proper Officer may not take additional decisions that would normally be taken by a Committee or Full Council unless that Committee or Full Council has met in a meeting suitably convened under the requirements of the Local Government Act 1972, and made available to the public to view (where not covered by confidentiality) and expressly agreed for that decision to be enacted via this temporary delegation.

Full Council Matters

9. The following items are reserved for Full Council decision only and cannot be delegated to an Officer.
 - To appoint the Chairman and Vice-Chairman in May each year
 - To sign off the Governance Statement by 30th June each year

- To set the Precept
- To appoint the Head of Paid Service (Parish Clerk)
- To make byelaws
- To borrow money
- To consider any matter required by law to be considered by Council