

Compton Parish Council

FULL COUNCIL MINUTES

Minutes of the Full Council meeting held Online via Zoom on Monday 7th September 2020 commencing at 7:30pm.

Members Present: David Aldis, Chairman Mark Birtwistle Linda Moss
Dan Neate Rebecca Pinfold Keith Simms
Alison Strong Ian Tong

Members Absent: None

Officers Present: Sarah Marshman, Clerk/RFO

In Attendance: Carolyne Culver, District Councillor

Minutes

20/21-089 To receive, and consider for acceptance, apologies for absence from Members of the Council

No apologies for absence were received.

20/21-090 To receive any declarations of disclosable pecuniary interests or non-registerable interests by members or the Clerk and to consider any requests for dispensation

MB declared a personal interest in 20/21-103.

KS declared a personal interest 20/21-104.

20/21-091 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.

20/21-092 To approve the minutes of the Parish Council Meeting held on 19th August 2020

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.

20/21-093 To discuss any matters arising from the minutes of the Council Meeting on 19th August 2020

Additional signage highlighting the need for social distancing has been put up in the Recreation Ground.

20/21-094 To receive a report from the District Councillor

There is currently no indication on when any of the planning applications called in to the Western Area Planning Committee will be considered at committee if recommended for approval.

CC had received correspondence regarding parking on the verges in Manor Crescent.

20/21-095 To receive the Clerk's report

A vacancy has now arisen on the Council due to the non-attendance of Peter McGeehin as per the Local Government Act 1972 s85 Vacation of Office by Failure to Attend Meetings. The vacancy has been advertised and the monitoring officer notified.

20/21-096 To note the Minutes and Recommendations from any Committees that have met since the last Full Council Meeting:

- a) Personnel Committee Minutes
- b) Planning Committee Minutes

There have been no meetings of either committee since the last Full Council meeting.

20/21-097 Planning Applications

a) To consider the following new planning applications:

[20/01866/HOUSE 31 Horn Street, Compton, RG20 6QS](#) - Demolition of existing two storey side extension and front porch, erection of two and single storey side extensions with front canopy

Resolved: To object to this application and to provide the following comments: CPC objects on the grounds of parking. The lay of the land does not allow a driveway to be put in and the documentation does not show enough parking for the property or what impact it will have.

b) To consider whether to request the District Councillor call in any planning applications to the Western Area Planning Committee

No applications were requested to be referred to the Western Area Planning Committee.

c) 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.

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

- 20/01335/HOUSE Roden Farm, Compton, Newbury, RG20 7PY - Erection of domestic studio building (in place of approved stables). The Parish Council submitted a response of 'no objections'. West Berkshire Council approved the application.

20/21-098 To consider employing a consultant to provide advice on planning application 20/01658/FUL

Resolved: To set a budget of £1,000, which can be extended at a future meeting if required to obtain advice from a specialist regarding the noise assessment for applications 20/01658/FUL and 20/01226/FUL.

20/21-099 To consider a request from Power for People to write to the MP, Laura Farris, to request she writes to the Minister for Business, Energy and Clean Growth in support of the Local Electricity Bill

Resolved: To write to the MP to request she writes to the Minister for Business, Energy and Clean Growth in support of the Local Electricity Bill.

20/21-100 To consider quotes for repairs in the play area, cleaning of the equipment in the play area and the MUGA and remarking lines on the MUGA court

Resolved: To set a budget of £2,500 to obtain necessary repairs. Power is delegated to the Clerk to authorise the repairs, in consultation with the Chairman. Cleaning and line marking will be considered for inclusion in the budget for 2021/22.

20/21-101 To consider adopting the Risk Register for 2020/21

Resolved: To adopt the risk register for 2020/21.

20/21-102 To consider quotes for insurance for 2020/21

Resolved: To accept a quote from BHIB with a three-year agreement for £922.68.

20/21-103 To consider allocating additional funding for another skip at each allotment site during this financial year

Resolved: To allocate £400 in order to fund a further skip at each allotment site during this financial year.

20/21-104 To consider a request to fund a green bin for the homeowners adjacent to a trash screen in the Pang ditch

Resolved: To provide funding to the homeowners for a green bin at a cost of £67 for the first year.

20/21-105 To consider if, in principle, CCTV should be installed to cover the Recreation Ground and Sports Pavilion

Resolved: The Council agrees, in principle, that CCTV should be installed to cover the Recreation Ground and Sports Pavilion.

The Clerk was requested to seek quotes from an external company to advise on and install an appropriate system.

- 20/21-106 To consider if the Council should employ an individual to relation to the Sports Pavilion**
 Resolved: The Personnel Committee should create a job description for a manager of the Sports Pavilion.
 The cost of a using a professional cleaning company should be investigated and considered.
- 20/21-107 To consider purchasing poppy wreaths for Remembrance Sunday and making a donation to the Royal British Legion**
 Resolved: To make a donation of £125 to the Royal British Legion, to include the purchase of three wreaths.
- 20/21-108 To consider quotes to purchase goal posts, corner flags and a white line marker**
 Quotes for purchasing equipment were reviewed and it was agreed that quotes should instead be sought for a company to provide and install the goal posts and to provide line marking.
- 20/21-109 To consider setting a budget for the purchase of kitchen equipment for the Sports Pavilion**
 Resolved: To defer the purchase of any items until the Sports Pavilion is in use.
 The Scout Group will loan the Council a hot water urn and users will be requested to provide their own disposable items due to the current COVID regulations.
- 20/21-110 To consider informal actions to be included in the NDP**
 Resolved: To defer this item until more information has been received from the consultant regarding the need for their inclusion in the NDP.
- 20/21-111 To receive an update on vandalism and anti-social behaviour (ASB) in the village**
 The PCSO is regularly patrolling.
- 20/21-112 To receive reports on the following:**
Allotments: The tree work needed at School Road allotments is now complete.
GDPR: The Personnel Committee are addressing the need to combine Staff Costs in financial information.
- 20/21-113 Finance:**
- a) To consider approving payments to be made or made between meetings**
 Resolved: To approve payments to be made and payments made between meetings. The list of payments can be viewed on the Finance Report in Appendix 1.
 - b) To receive any reports from the Internal Controller**
 The Internal Controller has now reviewed the financial files for April – June. He noted they are generally in a good state but has requested the Clerk seek receipts for the two 50% deposit payments made in relation to the Sports Pavilion.

20/21-114 To discuss matters for future consideration and for information

The Church has now reopened for socially distanced church services.

A request was received to provide seating for youths in the Recreation Ground. The Council requested that an item to review the youth shelter should be added to the next agenda.

A request had been received for the Council to pay to trim back a tree in the Recreation Ground due it over hanging a property with quotes arranged by the resident. The resident has previously been advised by the Clerk that the Council would not trim the tree nor reimburse the resident should they do so. The resident was also advised that the law states that should damage occur as a result of their actions, they may be held negligent so they should ensure their contractor has appropriate public liability insurance. The Council confirmed their agreement with the Clerk's response to this request. It was also requested that the Clerk provide a tree policy for the Council to consider for adoption.

There being no further business, the meeting was closed at 8:53pm.

Appendix 1: Finance Report

Status at bank at last bank reconciliation 31st July 2020

Account	Amount
Unity Trust Current Account	£60,215.27
Unity Trust Deposit Account	£122,634.57
Lloyds Multipay Corporate Card	-£25.67
Total	£182,824.17

Income received 12th August to 31st August 2020

Account	Income Detail	Amount
None		
Total		£0.00

Payments made on Lloyds Corporate Card to be approved

Method	Payment Date	Voucher Number	Payee	Payment Detail	Amount
CC	25-Aug-20	81	Microsoft	Microsoft Office Business subscription monthly	£11.28
CC	31-Aug-20	82	Zoom	Monthly fee for video conferencing service	£14.39
Total					£25.67

Transfers

Method	Payment Date	Voucher Number	From Account	To Account	Amount
None					
Total					£0.00