



FULL COUNCIL MINUTES

Minutes of the Full Council meeting held Online via Zoom on Monday 26th April 2021.
Commencing at 7:10pm.

Members Present: Councillor Dave Aldis, Chairman (from 7:12pm)
Councillor Jude Cunningham (from 7:33pm)
Councillor Linda Moss (from 7:22pm)
Councillor Dan Neate
Councillor Rebecca Pinfold, Vice-Chairman
Councillor Keith Simms
Councillor Alison Strong

Members Absent: None

Officers Present: Sarah Marshman, Clerk/RFO

In Attendance: Carolyne Culver, District Councillor

Minutes

The Vice-Chairman, Councillor Pinfold, chaired the meeting until the Chairman, Councillor Aldis, was able to join.

20/21-272 To receive, and consider for acceptance, apologies for absence from Members of the Council

Apologies were received from Councillor Moss for being unable to attend the start of the meeting.

20/21-273 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 Pinfold declared a pecuniary interest in item 20/21-280.1 planning application 21/00780/HOUSE.

20/21-274 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.

20/21-275 To approve the minutes of the Parish Council Meeting held on 16th March 2021

Resolved: Members agreed the minutes of the last meeting be accepted as a true record.

Following the resolution in Minute 20/21-286, the Chairman will sign these minutes as soon as is practicable.

Councillor Aldis joined the meeting at 7:12pm and took over the role of Chairman.

20/21-276 To discuss any matters arising from the minutes of the Council Meeting on 16th March 2021

20/21-266: Further follow up is required with regards to purchasing the Office 365 licences. The Clerk will contact the company setting this up.

Councillor Moss joined the meeting at 7:22pm.

20/21-277 To receive a report from the District Councillor

Public consultations on public rights of way and active travel are currently taking place.

Councillor Cunningham joined the meeting at 7:33pm.

20/21-278 To review the minutes and recommendations from the following committees

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

20/21-279 To receive an update and review recommendations from the following working parties:

Working Party	Meeting Date	Recommendations
Burial Ground	21/04/2021	
Recreation Ground and Waste Management	07/04/2021	<ul style="list-style-type: none">• Request to be renamed the "Village Enhancement Working Party"• A proposal for new waste and dog waste bins around the village will be brought to the May meeting.
Digital	No meeting	
Queen's Platinum Jubilee	No meeting	
Street lighting	No meeting	

The 'Recreation Ground and Waste Management Working Party' will now be known as the 'Village Enhancement Working Party'.

20/21-280 Planning Applications

20/21- 280.1 To consider the following new planning applications:

Councillor Pinfold left the meeting.

[21/00780/HOUSE 11 Manor Crescent, Compton, RG20 6NR](#) - Part single-storey and part two-storey side and rear extensions; insertion of rooflights

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

Councillor Pinfold re-joined the meeting.

20/21-280.2 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.

20/21-280.3 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.

20/21-280.4 To receive a report on recent planning decisions taken by West Berkshire Council

- 21/00262/FUL Units 1 - 3, Old Station Business Park, Compton, Newbury RG20 6NE - Installation of temporary Portakabin PK202 building to be used as additional canteen/break out space to allow for safe social distancing. Temporary permission for 1 year was granted.
- 21/00274/HOUSE 1 Lowbury Gardens, RG20 6NN - Single storey wooden cabin with side store. Application withdrawn.
- 21/00271/HOUSE 14 Tithe Barn Close, RG20 6AA - Conversion of one half of existing double garage into living space. Application approved.

20/21-281 To receive the Clerk's report

Following on from the resignation of Ian Tong from the Council, the vacancy is currently being advertised.

The accounts have been sent to the internal auditor.

20/21-282 Finance:

20/21-282.1 To consider approving the payments listed on the finance report

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

20/21-282.2 To note the most recent bank reconciliations

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

20/21-282.3 To note the Quarterly Budget Report

Resolved: To note the Quarterly Budget Report to 31st March 2021.

- 20/21-282.4 To receive any reports from the Internal Controller**
A new Internal Controller will be appointed at the May meeting.
- 20/21-283 To consider applications for co-option to the Council for one vacancy**
Resolved: To defer this to the May meeting.
- 20/21-284 To consider accepting the pre-submission Compton Neighbourhood Development Plan and agree that the pre-submission NDP and its supporting documents can be submitted to West Berkshire Council for the Regulation 16 Consultation**
Resolved: To accept the pre-submission Compton Neighbourhood Development Plan and to submit the plan and its supporting documents to West Berkshire Council for the Regulation 16 Consultation.
- 20/21-285 To consider making a request to West Berkshire Council to reduce the speed limit on Mayfield/Warnham Lane**
Resolved: Not to make a request for the reduction of the speed limit, and to write to the owners of the business on this road to request they ask users to be mindful of residents when accessing the facility.
- 20/21-286 To consider whether the Chairman should sign the minutes from all meetings held from April 2020 onwards**
Resolved: The Chairman should sign all minutes from meetings held since April 2020. The Clerk and the Chairman will arrange this as soon as is practicable.
- 20/21-287 To review the report on the possible return of face-to-face meetings and**
- 20/21-287.1 To consider which option the Council wishes to take, and**
Resolved: To follow Option 2 – Temporary Scheme of Delegation to the Clerk.
- 20/21-287.2 If required, to consider adopting the scheme of delegation**
Resolved: To adopt the Temporary Scheme of Delegation and to review this at each meeting.
- 20/21-288 To consider a response to the settlement boundary review**
Resolved: To submit a response of ‘no objections’ to the suggested amendments to the settlement boundary
- 20/21-289 To consider making an application for funding through West Berkshire Council’s Member’s Bid**
Resolved: Not to make an application for funding this year.
- 20/21-290 To consider quotes or to set a budget for a risk assessment of the plumbing works in the Sports Pavilion**
Resolved: To set a budget of £700 for the risk assessment of the plumbing works in the Sports Pavilion.

- 20/21-291 To consider what action to take with regards to plot 2 at Newbury Lane allotments to include considering solicitors costs if required**
Resolved: To set a budget of £2,000 for solicitors costs in association with the required actions.
- 20/21-292 To consider setting up a working party for the Remembrance Sunday parade**
Resolved: To set up a working party consisting of Councillors Simms and Strong and representatives from the local branch of the Royal British Legion.
- 20/21-293 To update the bank mandate**
Resolved: To add Councillors Cunningham and Neate to the bank mandate.
- 20/21-294 To consider the purchase of finance software**
Resolved: To purchase Scribe finance software.
- 20/21-295 To consider the purchase of some mobile, relocatable signs to encourage civil responsibility on clearing up after your dog**
Resolved: To defer to the next meeting.
- 20/21-296 To receive an update on vandalism and anti-social behaviour (ASB) in the village**
It was suggested the Council could hold an event focussed on anti-social behaviour and/or have a stand at the fete. Councillors Cunningham and Moss will look at this.
- 20/21-297 To receive reports on the following:**
- 20/21-297.1 Sports Pavilion**
A fee proposal is being prepared to be brought to the Council for consideration.
- 20/21-298 To discuss matters for future consideration and for information**
A councillor will need to be elected to the Personnel Committee.

There being no further business, the meeting was closed at 9:22pm.

Appendix 1: Finance Report

Status at last bank reconciliation 31st March 2021

Account	Amount
Unity Trust Current Account	£40,807.48
Unity Trust Deposit Account	£122,634.57
Lloyds Multipay Corporate Card	-£14.18
Total	£163,427.87

Income received 15th March – 19th April 2021

Account	Income Detail	Amount
Unity Current	Allotment Rent	£269.25
Unity Current	Compilations advertising	£90.00
Unity Current	Member's Bid grant for Sports Pavilion	£2,220.00
Total		£2,579.25

Payments made on Lloyds Corporate Card to be approved

Method	Payment Date	Voucher No	Payee	Payment Detail	Amount
Financial Year 2020/21					
CC	18-Mar-21	177	Amazon	Stationery	£2.90
CC	25-Mar-21	178	Microsoft	Office 365	£11.28
Financial Year 2021/22					
CC	06-Apr-21	1	Lloyds Bank	Monthly fee for corporate card	£3.00
Total					£17.18

Payments to be approved

Method	Payment Date	Voucher No	Payee	Payment Detail	Amount
Financial Year 2020/21					
DD	18-Mar-21	179	Vodafone	Mobile phone March	£15.75
Financial Year 2021/22					
BACS	13-Apr-21	2	Staff Costs	Including salary, expenses, PAYE and pension contributions Mar	£1,596.14
DD	15-Apr-21	3	Southern Electric	Electricity Q4	£1,217.23
DD	18-Apr-21	4	Vodafone	Mobile phone April	£15.97
BACS	20-Apr-21	5	West Berkshire Council	Refuse bin emptying 20/21	£462.64
BACS	20-Apr-21	6	SSE Contracting	Street light maintenance Q4	£682.69

BACS	20-Apr-21	7	West Berkshire Council	Compilations Feb	£365.93
Total					£4,356.35

Transfers

Method	Payment Date	Voucher No	From Account	To Account	Amount
DD	20-Apr-21	8	Unity Current	Lloyds Corporate Card	£17.18
Total					£17.18