

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 8th January 2024 at 7.00pm

PLACE: Wilkins Centre, Burrell Road, Compton, Newbury, RG20 6NP

S. Marshman

Dr S. Marshman, PSLCC, Clerk to the Council

2nd January 2024

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, Other Registerable Interests or Non-Registerable Interests](#) and to consider any requests for dispensation from Members declaring a [Disclosable Pecuniary Interest](#)
Councillors should use the [flow-chart](#) below to identify which type of interest they have and what action should be taken. Please declare what type of interest you have in the meeting.
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 an [Other Registerable Interest or a Non-Registerable Interest](#)
4. To approve the [Minutes of the Full Council Meeting held on 4th December 2024](#)
5. To discuss any matters arising from the previous meeting
6. To receive a report from the District Councillor
7. To review the minutes and recommendations from the following committees:

Committee	Date	Minute Numbers	Recommendations to Full Council
Planning	14/12/23	PLN014-PLN019	None
Personnel	None		

8. To receive an update and review recommendations from the following working parties:
 - 8.1 Burial Ground
 - 8.2 Village Enhancement
 - 8.3 Digital
 - 8.4 Street lighting
 - 8.5 Sports Pavilion
 - 8.6 Allotments
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. Finance:
 - 10.1 To consider approving the payments listed on the [Finance Report](#)
 - 10.2 To note the most recent [Bank Reconciliation](#)
 - 10.3 To receive any reports from the Internal Controller
 - 10.4 To note the Quarterly Budget Report (*if applicable*)
11. To consider investing funds in the [CCLA Public Sector Deposit Fund](#)
12. To review [allotment fees](#) for 2024/2025
13. To review the [rates for hire of the pitch and Sports Pavilion](#) for 2024/2025
14. To consider the [draft budget](#) and set the precept for 2024/2025
15. To consider quotes for refuse disposal
16. To consider quotes to install dog bins and bag dispenser
17. To consider whether to hold events regarding the 80th anniversary of D-Day
18. To receive an update on vandalism and anti-social behaviour (ASB) in the village
19. To receive reports on the following:
 - 19.1 Recreation Ground
 - 19.2 Rights of Way
 - 19.3 Village Hall
 - 19.4 Downland Practice Patient Participation Group
 - 19.5 Communications
20. To discuss matters for future consideration and for information

Date and time of next scheduled meeting:
Full Council: Monday 5th February 2024 at 7 pm

Supporting Documentation

3. To receive any declarations of Disclosable Pecuniary Interests, Other Registerable Interests or Non-Registerable Interests and to consider any requests for dispensation

Members are invited to declare Disclosable Pecuniary Interests, Other Registerable Interests and Non-Registerable Interests in items on the agenda as required by the Compton Parish Council [Code of Conduct](#) for Members, as adopted on 5th July 2021, Minute 21/22-087, and by the [Localism Act 2011 Chapter 7](#).

Please use the flow chart below to ascertain the type of interest you have and what action you are required to take.

DPI = Disclosable Pecuniary Interest

ORI = Other Registerable Interest

NRI = Non-Registerable Interest

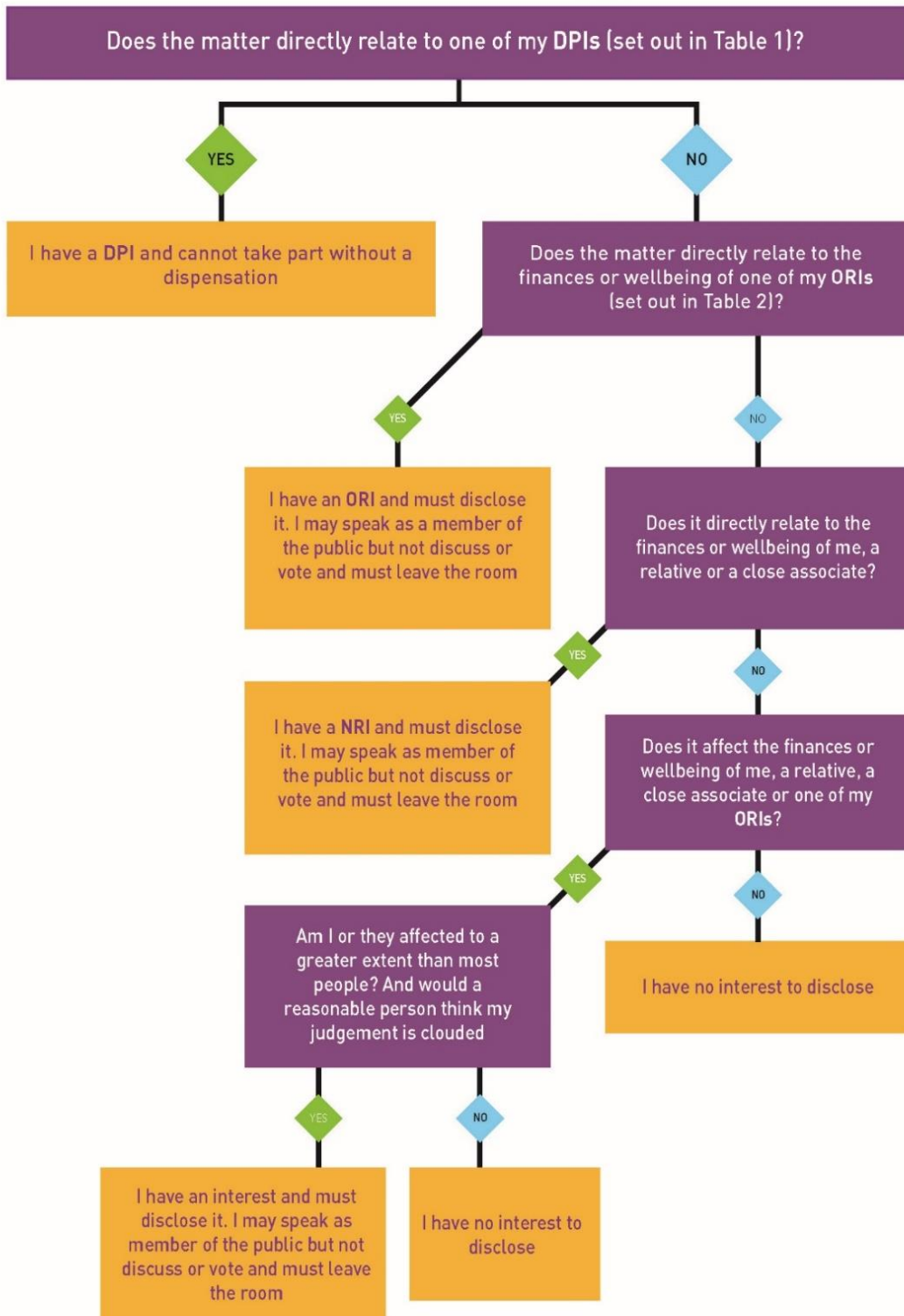


Table 1: Disclosable Pecuniary Interests

Subject	Description
Employment, office, trade, profession or vocation	Any employment, office, trade, profession or vocation carried on for profit or gain.
Sponsorship	<p>Any payment or provision of any other financial benefit (other than from the council) made to the councillor during the previous 12-month period for expenses incurred by him/her in carrying out his/her duties as a councillor, or towards his/her election expenses.</p> <p>This includes any payment or financial benefit from a trade union within the meaning of the Trade Union and Labour Relations (Consolidation) Act 1992.</p>
Contracts	<p>Any contract made between the councillor or his/her spouse or civil partner or the person with whom the councillor is living as if they were spouses/civil partners (or a firm in which such person is a partner, or an incorporated body of which such person is a director* or a body that such person has a beneficial interest in the securities of*) and the council —</p> <p>(a) under which goods or services are to be provided or works are to be executed; and</p> <p>(b) which has not been fully discharged.</p>
Land and property	<p>Any beneficial interest in land which is within the area of the council.</p> <p>'Land' excludes an easement, servitude, interest or right in or over land which does not give the councillor or his/her spouse or civil partner or the person with whom the councillor is living as if they were spouses/ civil partners (alone or jointly with another) a right to occupy or to receive income.</p>
Licenses	Any licence (alone or jointly with others) to occupy land in the area of the council for a month or longer
Corporate tenancies	<p>Any tenancy where (to the councillor's knowledge)—</p> <p>(a) the landlord is the council; and</p> <p>(b) the tenant is a body that the councillor, or his/her spouse or civil partner or the person with whom the councillor is living as if they were spouses/ civil partners is a partner of or a director* of or has a beneficial interest in the securities* of.</p>
Securities	<p>Any beneficial interest in securities* of a body where—</p> <p>(a) that body (to the councillor's knowledge) has a place of business or</p>

	<p>land in the area of the council; and</p> <p>(b) either—</p> <p>(i) the total nominal value of the securities* exceeds £25,000 or one hundredth of the total issued share capital of that body; or</p> <p>(ii) if the share capital of that body is of more than one class, the total nominal value of the shares of any one class in which the councillor, or his/ her spouse or civil partner or the person with whom the councillor is living as if they were spouses/civil partners have a beneficial interest exceeds one hundredth of the total issued share capital of that class.</p>
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* 'director' includes a member of the committee of management of an industrial and provident society.

* 'securities' means shares, debentures, debenture stock, loan stock, bonds, units of a collective investment scheme within the meaning of the Financial Services and Markets Act 2000 and other securities of any description, other than money deposited with a building society.

Table 2: Other Registerable Interest

You must register as an Other Registerable Interest:

1. any unpaid directorships
2. any body of which you are a member or are in a position of general control or management and to which you are nominated or appointed by your authority
3. any body
 - (i) exercising functions of a public nature
 - (ii) directed to charitable purposes or
 - (iii) one of whose principal purposes includes the influence of public opinion or policy (including any political party or trade union) of which you are a member or in a position of general control or management

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:

- 23/02401/CERTP Mantry Downs Road Compton Newbury - Installation of 16 solar panels (Trina Tier 1 415W all-black, mono panels - Dimensions of each panel: 1762 x 1134 x 30mm) on the main roof at the rear of the property. Certified lawful.
- 23/02712/PACOU Appletree, Coombe Road, Compton - Application to determine if prior approval is required for a proposed: Change of Use of Agricultural Buildings to 1 Dwellinghouses (Use Class C3). Withdrawn.

10. Finance:

Finance Report

Status at last bank reconciliation 30th November 2023

Account	Amount
Unity Trust Current Account	£32,139.20
Unity Trust Savings Account	£97,144.45
Lloyds Multipay Corporate Card	-£232.28
Total	£129,051.37

Income received 27th November - 31st December 2023

Account	Income Detail	Amount
Current	Pitch/Pavilion hire	£50.00
Current	Refund	£7.90
Current	VAT refund (Apr-Sep)	£2,707.76
Total		£2,707.76

Payments made on Lloyds Corporate Card to be approved

Method	Date	Payee	Payment Detail	Amount
CC	04-Dec-23	Lloyds	Monthly card fee	£3.00
CC	08-Dec-23	Microsoft	Software	£12.36
				£15.36

Payments from Unity Trust Current Account to be approved

Method	Date	Payee	Payment Detail	Amount
DD	29-Nov-23	Castle Water	Pavilion water	£10.83
DD	07-Dec-23	Southern Electric	Pavilion electricity	£287.23
BACS	11-Dec-23	Almond Arborists	Newbury Lane hedge works	£1,950.00
BACS	11-Dec-23	Triangle Management	Refuse disposal	£136.80
BACS	11-Dec-23	Scion Communications	CCTV storage	£552.00
DD	15-Dec-23	Hugo Fox	Website monthly fee	£23.99
DD	20-Dec-23	Vodafone	Phone	£26.20
BACS	20-Dec-23	Compton Parochial Church Council	Grant	£150.00
BACS	20-Dec-23	National Allotment Society	Membership	£66.00
BACS	20-Dec-23	West Berkshire Council	Compilation Dec	£432.00
BACS	20-Dec-23	Almond Arborists	Tree works in Rec	£2,470.00
BACS	20-Dec-23	West Berkshire Council	Election Costs	£80.00
DD	21-Dec-23	Southern Electric	Street light electricity	£844.19
DD	28-Dec-23	Castle Water	Pavilion water	£10.83
DD	31-Dec-23	Unity Trust Bank	Service charges	£18.00
BACS	08-Jan-23	Staff Costs	Staff costs Dec	£1,938.61
BACS	08-Jan-23	SLCC	Membership	£178.73
BACS	08-Jan-23	SLCC Enterprises	Practitioners' Conference	£236.07

BACS	08-Jan-24	Compton Village Hall	Hall hire 2023	£450.00
Total				£9,861.48

Transfers

Method	Date	From Account	To Account	Amount
DD	18-Dec-23	Unity Current	Lloyds Corporate Card	£235.28
Total				£235.28

Bank Reconciliation

Bank Reconciliation at 30/11/2023

Cash in Hand 01/04/2023	104,027.19
ADD	
Receipts 01/04/2023 - 30/11/2023	76,894.36
Subtotal	180,921.55
SUBTRACT	
Payments 01/04/2023 - 30/11/2023	51,870.18
A Cash in Hand 30/11/2023	129,051.37
(per Cash Book)	
Cash in hand per Bank Statements	
Petty Cash	0.00
3 Lloyds Corporate Card	-232.28
2 Unity Savings	97,144.45
1 Unity Current	33,505.22
Subtotal	130,417.39
Less unrepresented payments	1,366.02
Subtotal	129,051.37
Plus unrepresented receipts	0
B Adjusted Bank Balance	129,051.37

A = B Checks out OK

12. To review allotment fees for 2024/2025

Please review the below in conjunction with the [Allotments section of the draft budget](#).

The current cost of a full-sized plot is £23 per year.

13. To review the rates for hire of the pitch and Sports Pavilion for 2024/2025

Please review the below in conjunction with the [Sports Pavilion section of the draft budget](#).

The current hire rates are set as follows:

Pavilion & Pitch

£55 non-resident / £50 resident

Covers use of Sports Pavilion facilities, and nets, corner flags & use of line marker with paint.

Pitch Only

£25 non-resident / £20 resident (minimum of 10 bookings a season)

Covers nets, corner flags & use of line marker with paint.

14. To consider the draft budget and set the precept for 2024/2025

Income		Last Year 2022-2023				Current Year 2023-2024						Next Year 2024-2025	
		Receipts		Payments		Receipts			Payments			Receipts	Payments
Code	Title	Budget	Actual	Budget	Actual	Budget	Actual	Forecast	Budget	Actual	Forecast	Budget	Budget
1	Precept	51,000.00	51,000.00			57,000.00	57,000.00					66,544.00	
2	Interest		1,235.73			580.00	1,200.06	1,000.00				1,400.00	
4	Grants		5,031.24					1,428.00					
5	Other Income						12.00						
57	CIL Receipts		4,505.64				7,575.33						
	SUB TOTAL	51,000.00	61,772.61			57,580.00	65,787.39	2,428.00				67,944.00	

Administration		Last Year 2022-2023				Current Year 2023-2024						Next Year 2024-2025	
		Receipts		Payments		Receipts			Payments			Receipts	Payments
Code	Title	Budget	Actual	Budget	Actual	Budget	Actual	Forecast	Budget	Actual	Forecast	Budget	Budget
6	Staff Costs			18,900.00	19,162.53				20,500.00	11,555.72	8,254.09		23,000.00
7	Staff Expenses			200.00	353.70				170.00	103.68	74.06		200.00
8	Office			960.00	808.00				960.00	616.00	440.00		1,056.00
9	Office Supplies/Equipment			250.00	1,314.87				150.00	8.60	50.00		150.00
10	Phone			200.00	230.28				240.00	152.81	109.15		290.00
11	Website			350.00					350.00	19.99	99.95		350.00
12	Bank Charges			108.00	108.00				108.00	57.00	51.00		108.00
13	Subscriptions			802.00	771.58				850.00	492.79	430.00		960.00
14	Software			900.00	981.60				1,250.00	559.59	500.00		1,200.00
15	Insurance			950.00	946.87				1,100.00	1,057.81			1,300.00
16	Election Fees			320.00					320.00		100.00		320.00
17	Audit Fees			550.00	542.50				600.00	740.00			800.00
18	Chairman's Allowance			80.00					80.00				60.00
19	Training			500.00	242.75				500.00	301.00	200.00		500.00
20	Meeting Rental			360.00	300.00				360.00		400.00		450.00
21	Other Expenses				352.36					52.48			

48	Professional Advice		3,000.00	2,875.30		3,000.00	4,468.85	1,500.00		4,000.00
64	Training - Councillors									500.00
	SUB TOTAL		28,430.00	28,990.34		30,538.00	20,186.32	12,208.25		35,244.00

Village Maintenance

Last Year 2022-2023

Current Year 2023-2024

Next Year 2024-2025

Code	Title	Receipts		Payments		Receipts			Payments			Receipts	Payments
		Budget	Actual	Budget	Actual	Budget	Actual	Forecast	Budget	Actual	Forecast	Budget	Budget
22	Grounds Maintenance			5,000.00	6,933.54				6,000.00	2,794.34	3,492.90		6,500.00
23	Recreation Ground			300.00	175.00				300.00	475.67			500.00
24	Play Equipment Maintenance			2,000.00	105.00				1,500.00	6,798.80			2,000.00
25	Tree Maintenance			1,000.00	5,982.33				1,000.00	1,355.00	7,200.00		1,000.00
26	Refuse Disposal			400.00	560.77				2,500.00	1,882.97	1,457.80		3,000.00
27	Vandalism Repair			400.00									
28	War Memorial Maintenance			150.00					150.00				150.00
63	Memorial Garden						315.44						100.00
	SUB TOTAL			9,250.00	13,756.64		315.44		11,450.00	13,306.78	12,150.70		13,250.00

Allotments

Last Year 2022-2023

Current Year 2023-2024

Next Year 2024-2025

Code	Title	Receipts		Payments		Receipts			Payments			Receipts	Payments
		Budget	Actual	Budget	Actual	Budget	Actual	Forecast	Budget	Actual	Forecast	Budget	Budget
29	Allotment Rent - Newbury Lane	500.00	267.00			500.00	642.50					500.00	
30	Allotment Rent - School Road	350.00	465.75			450.00	442.75					440.00	
31	Newbury Lane Water			250.00	301.56				300.00		200.00		250.00
32	Newbury Lane Capital												
33	Newbury Lane Other Expenses												
34	School Road Water			200.00	166.70				250.00	117.42	60.00		250.00
35	School Road Capital												

36	School Road Other Expenses				60.00						75.00		
37	Allotment Skips			250.00									
	SUB TOTAL	850.00	732.75	700.00	528.26	950.00	1,085.25		550.00	192.42	260.00	940.00	500.00

		Last Year 2022-2023				Current Year 2023-2024						Next Year 2024-2025	
		Receipts		Payments		Receipts			Payments			Receipts	Payments
Code	Title	Budget	Actual	Budget	Actual	Budget	Actual	Forecast	Budget	Actual	Forecast	Budget	Budget
38	Football Club - Income	450.00	410.00			450.00	460.00				200.00	450.00	
39	SP Building Maintenance			600.00	1,436.16				1,000.00	100.00	4,967.65		1,500.00
40	SP Running Costs			500.00	1,056.59				500.00	986.63	600.00		1,500.00
41	Pitch Marking / Maintenance			920.00	90.85				400.00	1,133.61			1,200.00
62	Pavilion/Rec Hire Income (non-football)						150.00						
	SUB TOTAL	450.00	410.00	2,020.00	2,583.60	450.00	610.00		1,900.00	2,220.24	5,767.65	450.00	4,200.00

		Last Year 2022-2023				Current Year 2023-2024						Next Year 2024-2025	
		Receipts		Payments		Receipts			Payments			Receipts	Payments
Code	Title	Budget	Actual	Budget	Actual	Budget	Actual	Forecast	Budget	Actual	Forecast	Budget	Budget
42	Electricity			4,400.00	9,603.71				8,000.00	652.89	700.00		4,000.00
43	Lighting Routine Maintenance			2,500.00	1,833.83				2,800.00	624.16			
44	Lighting Repairs			500.00	65.46				500.00		300.00		3,000.00
45	Lighting Replacement			35,000.00	23,198.70				35,000.00		15,175.00		15,000.00
	SUB TOTAL			42,400.00	34,701.70				46,300.00	1,277.05	16,175.00		22,000.00

		Last Year 2022-2023				Current Year 2023-2024						Next Year 2024-2025	
		Receipts		Payments		Receipts			Payments			Receipts	Payments
Code	Title	Budget	Actual	Budget	Actual	Budget	Actual	Forecast	Budget	Actual	Forecast	Budget	Budget
46	Burial Ground - Income												

47	Burial Ground		4,000.00	5,863.50		4,000.00	284.33	1,120.00		4,000.00
	SUB TOTAL		4,000.00	5,863.50		4,000.00	284.33	1,120.00		4,000.00

Compilations		Last Year 2022-2023				Current Year 2023-2024					Next Year 2024-2025		
Code	Title	Budget	Actual	Budget	Actual	Budget	Actual	Forecast	Budget	Actual	Forecast	Budget	Budget
50	Compilations			2,300.00	1,829.65				2,300.00	1,240.39	1,296.00		2,700.00
	SUB TOTAL	1,800.00	2,812.50	2,300.00	1,829.65	2,000.00	215.00		2,300.00	1,240.39	3,581.00	2,200.00	2,700.00

Grants		Last Year 2022-2023				Current Year 2023-2024					Next Year 2024-2025		
51	Grants				1,479.97				1,000.00	535.00	150.00		1,000.00
	SUB TOTAL				1,479.97				1,000.00	535.00	150.00		1,000.00

Events		Last Year 2022-2023				Current Year 2023-2024					Next Year 2024-2025			
Code	Title	Receipts		Payments		Budget	Actual	Forecast	Receipts		Payments		Budget	Budget
		Budget	Actual	Budget	Actual				Budget	Actual	Forecast	Budget		
54	Christmas Events			200.00	78.18				200.00		100.00		150.00	
55	Christmas Day Lunch Room Hire			50.00	20.00				50.00		50.00		40.00	
59	Other Events			200.00	658.10						83.33			
60	Greening Campaign			200.00	25.00				50.00				50.00	
61	Coronation							235.07	400.00	475.00			400.00	
	SUB TOTAL			650.00	781.28			235.07	700.00	558.33	150.00		640.00	

Reserves		Last Year 2022-2023				Current Year 2023-2024					Next Year 2024-2025			
Code	Title	Receipts		Payments		Budget	Actual	Forecast	Receipts		Payments		Budget	Budget
		Budget	Actual	Budget	Actual				Budget	Actual	Forecast	Budget		
56	Reserves				5,212.86						4,171.78		3,000.00	
58	CIL Expenditure				5,614.17									
	SUB TOTAL				10,827.03						4,171.78		3,000.00	

Summary

TOTAL	54,100.00	65,727.86	89,750.00	101,341.97	60,980.00	68,248.15	2,428.00	98,738.00	43,972.64	51,562.60	71,534.00	86,534.00
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