

Compton Parish Council

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

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www.comptonparishcouncil.org

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 2nd November at 7.00pm

PLACE: Online via Zoom - Meeting ID: 844 8731 0861, Passcode: 016756

<https://us02web.zoom.us/j/84487310861?pwd=OGxvTXdCT3UrdExKTk8wQUFSMVVWdz09>

Please note, due to the current Covid-19 situation and as permitted by The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020, this meeting will be conducted online via zoom.

S. Marshman

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

27th October 2020

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:
 - a) Questions or comments from members of the public regarding items on the agenda
 - b) Representations from any member who has declared a personal interest
4. To approve the minutes of the Parish Council Meeting held on 20th October 2020
5. To discuss any matters arising from the minutes of the Council Meeting on 20th October 2020
6. To receive a report from the District Councillor
7. To receive the Clerk's report

8. 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

9. Planning Applications
 - a) To consider the following new planning applications:
 - [20/02409/HOUSE 25 Meadow Close, Compton, RG20 6QQ](#) - Single storey rear extension and garage conversion
 - [20/02445/HOUSE 39 Burrell Road, Compton, RG20 6NP](#) - The construction of single and two storey rear extensions and a front entrance porch, together with internal alterations and ancillary works
 - b) To consider whether to request the District Councillor calls in any planning applications to the Western Area Planning Committee
 - c) To consider whether to refer any planning applications for further response from the Council's planning consultants
 - d) To receive a report on recent planning decisions taken by West Berkshire Council

10. To consider co-opting to the Council to fill one vacancy

11. To review progress on changes to the Bins and Seating in the Recreation Ground

12. To consider quotes to replace a streetlight on Newbury Lane

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

14. To receive reports on the following:
 - a) Recreation Ground
 - b) Sports Pavilion
 - c) Rights of Way
 - d) Village Hall
 - e) Allotments
 - f) Downland Practice Patient Representation Group
 - g) Communications
 - h) Parish Assets and Management Working Party
 - i) Neighbourhood Development Plan
 - j) Burial Ground
 - k) GDPR

15. Finance:
 - a) To consider approving payments to be made or made between meetings
 - b) To note the bank reconciliations to 30th September 2020
 - c) To note the quarterly budget report

16. To discuss matters for future consideration and for information

Date and time of next scheduled meeting:

Parish Council Meeting: Monday 7th December 2020 at 7pm

Supporting Documentation

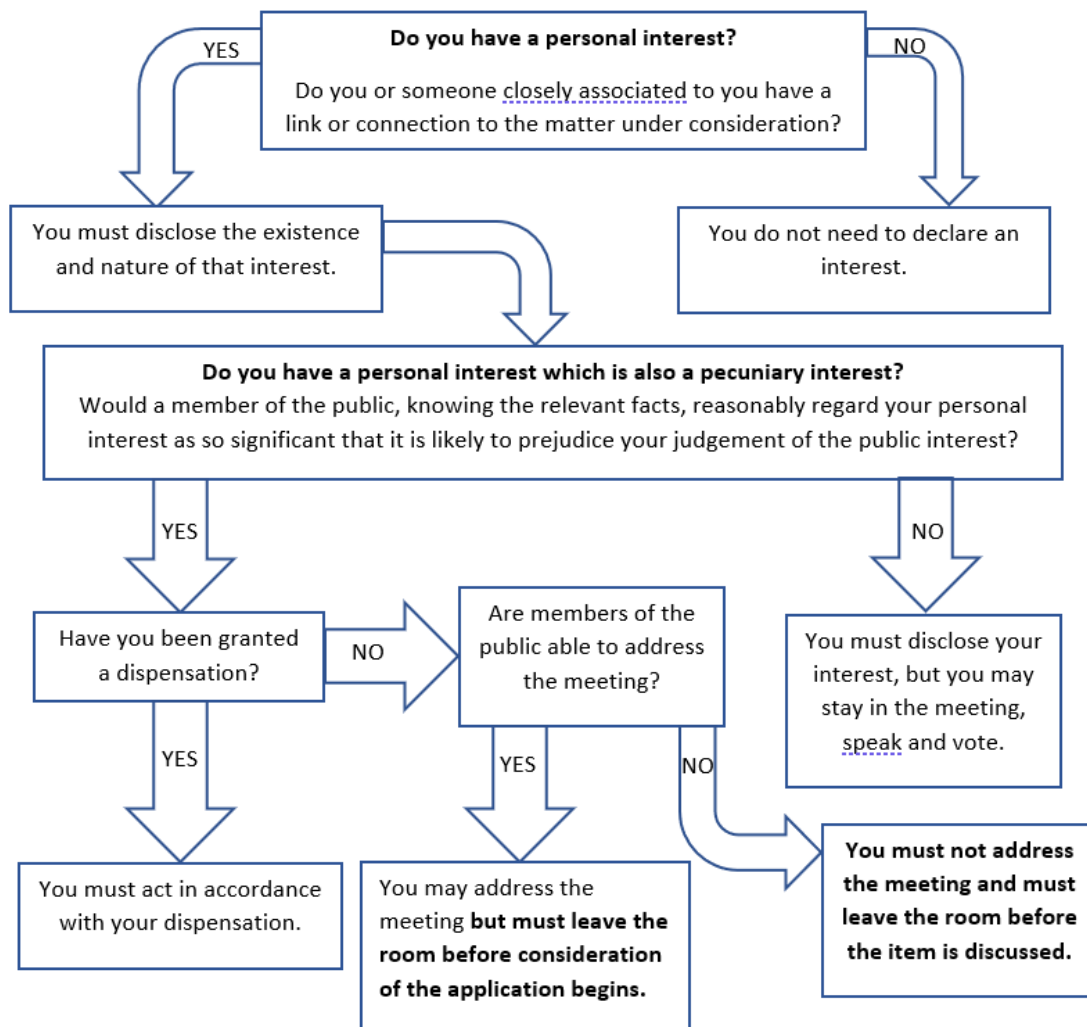
1. To receive, and consider for acceptance, apologies for absence from Members of the Council

The Council (including committees) should approve (or not) the reason for apologies given by absent councillors.

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:



3. To receive:

- a) **Questions or comments from members of the public regarding items on the agenda**
 - b) **Representations from any member who has declared a personal interest**
-

This provides an opportunity for members of the public to raise questions about and comment on items on the agenda. Time for this session is limited to 12 minutes (3 minutes per person). [Public Bodies \(Admission to Meetings\) Act 1960 s1](#) extended by the [Local Government Act 1972 s 100](#).

4. To approve the minutes of the Parish Council Meeting held on 20th October 2020

LGA 1972 Sch 12 para 41(1) Minutes of the proceedings of a meeting of a local authority shall be signed at the next meeting of the Council by the person presiding.

Members are asked to consider the Minutes of the Full Council Meeting held on 20th October 2020 (below).

Compton Parish Council

FULL COUNCIL MINUTES

Minutes of the Full Council meeting held Online via Zoom on Tuesday 20th October 2020 commencing at 8:03pm.

Members Present: Dave Aldis, Chairman Mark Birtwistle Dan Neate
Rebecca Pinfold Keith Simms Ian Tong

Members Absent: Linda Moss Alison Strong

Officers Present: Sarah Marshman, Clerk/RFO

In Attendance: None

Minutes

20/21-100 To receive, and consider for acceptance, apologies for absence from Members of the Council

Apologies for absence were accepted from Linda Moss and Alison Strong.

20/21-101 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 prejudicial interest in 20/21-144 application 20/02215/COMIND.

Resolved: To grant dispensation to Dave Aldis and Keith Simms to discuss 20/21-144 application 20/02215/COMIND.

**20/21-102 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.

20/21-103 To approve the minutes of the Parish Council Meeting held on 5th October 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.

20/21-104 To discuss any matters arising from the minutes of the Council Meeting on 5th October 2020

There were no matters arising.

20/21-105 Planning Applications

a) To consider the following new planning applications:

[20/02195/HOUSE 3 Shepherds Rise, Compton, RG20 6RA](#) - Convert bungalow into house with first floor extension

Resolved: To object to the application and to submit the following comments:
Conversion of the bungalow to a house would be overdevelopment of the site.
Due to the contours of the land, the property would dwarf the neighbouring properties both up and down the hill.
The conversion would be out of keeping with the surrounding dwellings.

[20/02215/COMIND Mayfield Farm, Ilsley Road, Compton, RG20 7BR](#) - The change of use of land and agricultural buildings no longer needed for modern agriculture, to self-storage units (use class B8), with associated parking

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

[20/02293/FUL Nielia, Downs Road, Compton, RG20 6RE](#) - Demolition of existing dwelling, erection replacement dwelling and garage. (Resubmission 17/02914FULD)

Resolved: To submit a response of 'no objections'

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

- 20/01866/HOUSE 31 Horn Street, Compton, Newbury, RG20 6QS - Demolition of existing two storey side extension and front porch, erection of two and single storey side extensions with front canopy. The Parish Council submitted a response of 'no objections'. West Berkshire Council approved the application.
- 20/01658/FUL Units 4, 5, 6, and 7, 8, 9 Old Station Business Park Compton Newbury RG20 6NE - External works to include new external chemstores/ storage/chiller containers positioned outside unit 4,5,6 and 7, 8, 9. New adjoining covered walkway/canopy between 4, 5, 6 and 7, 8, 9. Building alterations to include new extraction ductwork, fan and general fittings. New retaining wall to east (outside unit 6), Internal modifications to floor plans, replacement external doors to rear elevation to Unit 4, 5, 6. The Parish Council objected to the application. West Berkshire Council approved the application.

The Parish Council noted they will be monitoring the progress of this application, particularly from aspects of noise. As temporary permission has been granted for the storage containers for one year, the Council will note to check on this in one year.

20/21-106 To review and consider approving the final pre-submission Draft Neighbourhood Development Plan

Resolved: To submit the Draft Neighbourhood Development Plan for Regulation 14 consultation.

20/21-107 To consider a response to West Berkshire Council's 'Draft Housing Strategy'

A response has been submitted by the Chairman.

Resolved: The Council agreed with the response submitted by the Chairman and will not be submitting any further responses.

20/21-108 Finance: 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.

20/21-109 To discuss matters for future consideration and for information

No matters were discussed.

There being no further business, the meeting was closed at 8:37pm.

Appendix 1: Finance Report

Payments made on Lloyds Corporate Card to be approved

Method	Payment Date	Voucher No	Payee	Payment Detail	Amount
CC	12-Sep-20	107	Amazon Marketplace	Laminating pouches	£8.99
CC	29-Sep-20	108	Zoom	Yearly subscription	£114.62
CC	02-Oct-20	109	Lloyds Bank	Monthly fee for corporate card	£3.00
Total					£126.61

Payments to be approved

Method	Payment Date	Voucher No	Payee	Payment Detail	Amount
DD	30-Sep-20	110	Unity Trust Bank	Service charge	£18.00
DD	12-Oct-20	111	Vodafone	Mobile phone monthly charge	£15.75
BACS	20-Oct-20	112	Autumn Group	Grant	£250.00
BACS	20-Oct-20	113	Compton Archery	Grant	£285.00
BACS	20-Oct-20	114	AD Clark	Grounds maintenance Sep and weed control	£1,318.00
BACS	20-Oct-20	115	IJ Agricultural and Equestrian	Supply and install wooden gate	£300.00
Total					£2,168.75

5. To discuss any matters arising from the minutes of the Council Meeting on 20th October 2020

For information or inclusion on a future agenda only.

6. To receive a report from the District Councillor

A verbal report will be invited from the District Councillor for the Ridgeway Ward, Carolyne Culver.

7. To receive the Clerk's report

A verbal report will be invited from the Clerk to provide an update on actions taken since the previous meeting.

8. 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 the Personnel Committee since the last Full Council meeting.
There have been no meetings of the Planning Committee since the last Full Council meeting.

9. Planning Applications

a) To consider the following new planning applications:

- [20/02409/HOUSE 25 Meadow Close, Compton, RG20 6QQ](#) - Single storey rear extension and garage conversion
- [20/02445/HOUSE 39 Burrell Road, Compton, RG20 6NP](#) - The construction of single and two storey rear extensions and a front entrance porch, together with internal alterations and ancillary works

- a) **To consider whether to request the District Councillor calls in any planning applications to the Western Area Planning Committee**
 - b) **To consider whether to refer any planning applications for further response from the Council's planning consultants**
 - c) **To receive a report on recent planning decisions taken by West Berkshire Council**
-

- a) Members are requested to review the planning applications listed above and agree any comments to be forwarded to West Berkshire Council.
 - b) Members are requested to consider whether any current planning applications within the Parish should be referred to the District Councillor for call in to the Western Area Planning Committee.
 - c) Members are requested to consider whether any current planning applications within the Parish should be referred to the Council's Planning consultants.
 - d) Members are requested to note the following planning decisions made by West Berkshire Council:
 - There have been no decisions notified since the previous Parish Council meeting.
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10. To consider co-opting to the Council to fill one vacancy

As an election has not been called by ten electors, the Council is permitted to fill the current vacancy on the Council by co-option.

[Local Elections \(Parishes and Communities\) \(England and Wales\) Rules 2006, SI 2006/3305](#), r 5(5):

(5) ...where a casual vacancy in any such office is not required to be filled by election, the parish or community council must, as soon as practicable after the expiry of the period of 14 days referred to in paragraph (2)(c), co-opt a person to fill the vacancy.

According to Arnold-Baker on Local Council Administration:

“A successful candidate must have received an absolute majority vote of those present and voting¹.”
Should there be more than two candidates for one vacancy, “it may be necessary to strike off the candidate with the least number of votes and the remainder must then be put to the vote again”.

Members are asked to consider applications for co-option.

11. To review progress on changes to the Bins and Seating in the Recreation Ground

Following on from minute 20/21-117 from the meeting held on 5th November 2020, the working group will provide an update to the Council. This item is for information only.

12. To consider quotes to replace a streetlight on Newbury Lane

The streetlight located at Location 3 on Newbury Lane, outside Yew Tree Cottage, can no longer be repaired due to an inability to locate the necessary bulbs. A quote has been received from the Council’s street lighting maintenance contractors to replace this light with an LED light.

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

For information only.

14. To receive reports on the following:

- a) Recreation Ground
 - b) Sports Pavilion
 - c) Rights of Way
 - d) Village Hall
 - e) Allotments
 - f) Downland Practice Patient Representation Group
 - g) Communications
 - h) Parish Assets and Management Working Party
 - i) Neighbourhood Development Plan
 - j) Burial Ground
 - k) GDPR
-

Members are invited to give verbal reports on the above.

¹ [Local Government Act 1972, Sch 12, para 39.](#)

15. Finance:

- a) To consider approving payments to be made or made between meetings
b) To note the bank reconciliations to 31st August 2020
-

- a) Members are asked to agree the payments listed on the Finance Report below.
b) Members are asked to note the bank reconciliations to 30th September 2020 as listed on the Finance Report below.

Finance Report November 2020

Status at bank at last bank reconciliation 30th September 2020

Account	Amount
Unity Trust Current Account	£67,241.71
Unity Trust Deposit Account	£122,634.57
Lloyds Multipay Corporate Card	-£488.89
Total	£189,387.39

Income received 28th September - 25th October 2020

Account	Income Detail	Amount
Unity Current	Compilation advertising	£115.00
Total		£115.00

Payments made on Lloyds Corporate Card to be approved

Method	Payment Date	Voucher No	Payee	Payment Detail	Amount
CC	02-Oct-20	116	Lloyds Bank	Monthly fee for corporate card	£3.00
CC	25-Oct-20	117	Microsoft	Office 365 subscription	£11.28
Total					£14.28

Payments to be approved

Method	Payment Date	Voucher No	Payee	Payment Detail	Amount
DD	20-Oct-20	118	Vodafone	Mobile phone monthly charge	£15.75
BACS	02-Nov-20	119	West Berkshire Council	Compilations Aug	£365.93
BACS	06-Nov-20	120	Staff Costs	Including salary, expenses, PAYE and pension contributions Oct	£1,599.08

Total | **£1,980.76** |

Transfers

Method	Payment Date	Voucher No	From Account	To Account	Amount
DD	16-Oct-20	121	Unity Current	Lloyds Corporate Card	£491.89
Total					£491.89

16. To discuss matters for future consideration and for information

For information or inclusion on a future agenda only.