

# Compton Parish Council

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## Minutes of the Parish Council Meeting

Held on Monday 3<sup>rd</sup> June 2019 at 7:00pm in the Wilkins Centre, Compton

Councillors present: Councillors Mark Birtwistle (Chair), Patricia Burnett, Peter McGeehin, Linda Moss, Michael Pinfold, Alison Strong and Ian Tong.

Councillors not present: Councillors David Aldis and Rebecca Pinfold.

In attendance: Sarah Marshman (Clerk), Carolyne Culver (District Councillor).  
1 member of the public.

- 19/20-034** | **To receive apologies for absence from members of the Council**  
Apologies were received from Councillors David Aldis and Rebecca Pinfold
- 19/20-035** | **To receive any declarations of disclosable pecuniary interests or non-registerable interests by members or the Clerk and to consider any requests for dispensation**  
There were none.
- 19/20-036** | **To receive: Questions or comments from members of the public**  
**Representations from any member who has declared a personal interest**  
Concerns were highlighted regarding the traffic on Horn Street at the junction with the High Street.  
  
A query was made regarding whether the Council had looked at installing speed cameras on the High Street. The Council confirmed that this had been looked at but, due to the high cost it had not been pursued. It was also highlighted that speed cameras require a certain distance of straight road to operate correctly.  
  
A discussion regarding the use of the Speed Indicator Device (SID) was held. PM will attend the training session in August and provide a report to the Council.
- 19/20-037** | **To approve the minutes of the Parish Council Meeting held on 13<sup>th</sup> May 2019**  
It was resolved that the minutes be accepted as a true record. They were then signed by the Chairman.
- 19/20-038** | **To discuss any matters arising from the minutes of the Council Meeting on 13<sup>th</sup> May 2019**  
AS reported that she had spoken with an officer at Oxfordshire County Council regarding the missing footpath signage and they will take the appropriate action.
- 19/20-039** | **To receive a report from our District Councillor, Carolyne Culver**  
CC reported she had been speaking with Paul Hendry, Countryside Manager at West Berkshire Council, regarding the issue over the ownership of the hedges at Meadow Close. Paul will ensure the overgrowth is cut back. He has referred the issue regarding ownership to the legal team at West Berkshire Council.

The fly tipped trailer left between Compton and East Ilsley has been removed but dumped in another location in the District. The rubbish dumped at Wilson Close has now been cleared. CC has a meeting scheduled with Beeswax Dyson.

CC now sits on the Western Area Planning Committee and the Planning Advisory Group which is a cross party working group looking at planning policy. A cross party working group for climate change has also been established.

The Council gave CC some background on the burial ground and requested clarity regarding the Ward Member's role when speaking on a planning application at the Western Area Planning Committee on behalf of the Parish Council.

**19/20-040**

**Planning Applications**

**a) To review the minutes of any planning committee meeting occurring since the previous Full Council Meeting**

There were none.

**b) To consider the following new applications**

App. Ref.	Location	Proposed Work	Recommendation
19/01105/ FUL	Hill Barn Farm, Warnham Lane, Compton, RG20 7PW	Removal of two agricultural storage barns and the erection of a single agricultural barn for the storage of straw	No objections
19/01140/ HOUSE	Crossing Cottage, Coombe Road, Compton, RG20 6RQ	Erection of shed, garden studio and greenhouse and construction of small garden pond	No objections
19/01186/ HOUSE	The Old Mill, High Street, Compton, RG20 6NJ	Rear extension	No objections

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

There were no applications requiring call in.

**d) To consider whether to refer any planning applications for further response from our planning consultants**

There were no applications requiring referral.

**e) To receive a report on West Berkshire Council recent planning decisions**

App. Ref.	Location	Proposed Work	Response from CPC	Decision
19/00688/ HOUSE	10 Manor Crescent, Compton, RG20 6NR	Rear Conservatory	No objections	Approved

**19/20-041**

**To review the feedback from our internal auditors on the 2018/19 accounts and consider any actions required**

The auditors had provided two recommendations:

Recommendation 1: To include reference to GDPR in the Council's Risk Assessment. As the risk assessment has already been adopted at the May meeting, the Clerk will amend and resubmit to the Council for adoption at a future meeting during the municipal year.

Recommendation 2: To review Fidelity Cover in line with the recommended guidelines of year end balances plus 50% of the precept.

As the balance of funds held by the Council is not significantly over the current level of Fidelity Cover held of £150,000, the Council resolved they would ensure that the Fidelity Cover was updated when the insurance renewal takes place on 1<sup>st</sup> September.

- 19/20-042 To: a) consider the findings of the Annual Governance review;  
b) approve the Annual Governance Statement; and  
c) ensure the Annual Governance Statement is signed and dated**

The findings of the Annual Governance review were considered, and it was resolved to approve the Annual Governance Statement. The Annual Governance Statement was then signed by the Chairman and the Clerk.

- 19/20-043 To: a) consider the Accounting Statements;  
b) approve the Accounting Statements; and  
c) ensure the Accounting Statements are signed and dated**

The Accounting Statements were reviewed, and it was resolved to approve the Accounting Statements. The Accounting Statements were then signed by the Chairman.

The Council thanked the Clerk for the work done in completing the audit.

- 19/20-044 To consider events for the 75<sup>th</sup> anniversary of VE Day**

It was resolved to set up a working party to hold a tea party in the park style event on Saturday 9<sup>th</sup> May. The working party will consist of Councillors Patricia Burnett and Linda Moss. They will also contact other residents in the community that may wish to be involved in organising the event to join the working party.

- 19/20-045 To receive a report on traffic calming**

PM gave a summary of his report on traffic calming.

The Council highlighted that the report had not yet been received from West Berkshire Council and that the Council could not make further decisions on this until the report had been received. It was also noted that during the many times the 20mph speed limit had been included on the agenda, the only people to approach the Council about it had been a group of parents from the Primary School who supported the idea.

CC was requested to ascertain more information on the process and when the report is expected.

It was requested that the Council's thanks to PM for producing the report, prior to becoming a Councillor, was recorded in the minutes.

- 19/20-046 If the report on the consultation for the proposed 20mph speed limit has been received, to consider whether to reaffirm the council's support for traffic calming measures proposed within the report to achieve the 20mph speed limit**

The report has not yet been received so this item was deferred.

- 19/20-047 To consider installing a plaque on the Churn Railway Bridge to recognise the significance of Churn Camp**  
It was suggested this should be a plaque containing a written history of the site. AS and IT will discuss this further and bring a proposal to the Council.
- 19/20-048 To receive an update on vandalism and anti-social behaviour (ASB) in the village**  
The PCSO had been contacted regarding speeding on Horn Street.
- 19/20-049 To receive reports on the following:**
- b) Football Pavilion**  
This will be discussed by the Parish Assets and Management Working Party at their meeting the following week. It was noted that an action plan should be given in Compilations. It is clear the Council will need to apply for funding to carry out works on the Football Pavilion.
  - h) Groundwater**  
The ground water level is falling. PM is working on a risk assessment for the role as required by the Council insurers.
  - j) Neighbourhood Development Plan**  
The NDP steering group has been discussing the possibility of a rural exception site.
  - k) Burial Ground**  
The draft of the rules and regulations will be presented to Council soon. MB has contacted some companies regarding the planting scheme. The Clerk had sent a copy of the geophysical survey to the planning officer at West Berkshire Council.
- 19/20-050 Finance:**
- a) To receive the finance report and approve payments made/due**  
It was resolved to approve the payments listed on the Finance Report, which is at Attachment 1.
  - b) To note the bank reconciliations to 30<sup>th</sup> April 2019**  
The bank reconciliation to 30<sup>th</sup> April 2019 was noted.
  - c) To receive any reports from the Internal Controller**  
There were none.
  - d) To note the quarterly budget report where applicable**  
The quarterly budget report to the end of March 2019 was noted.
- 19/20-051 To receive the correspondence report**  
It was noted that the following items of correspondence had been received:
- Zero Carbon West Berkshire - A discussion document to inform West Berkshire Council about the issues around implementing policies to make West Berkshire zero-carbon from West Berkshire Green Exchange;
  - Notification that West Berks Council has adopted the Council Strategy 2019-2023
  - An email regarding creating a Parish Emergency Plan – IT will look at drafting a plan;
  - An email regarding the Tree line to rear of Meadow Close – the District Councillor is looking at this;
  - An email from the Secretary of the Compton Village Hall Management Committee regarding the appointment of a new PC Rep to the Village Hall advising that the representative will not be able to attend meetings, other than the time required to discuss any Parish Council matters, unless he becomes a trustee of the charity. This will be included on the next agenda.

**19/20-052**

**To discuss matters for future consideration and for information**

A traffic counting device had recently been in place on Burrell Road. It was not known who had carried out the survey.

It was suggested the Council looks at whether the parking situation for residents of Gordon Crescent could be improved. PM will speak to Sovereign.

Date and time of next scheduled meeting:

**Parish Council Meeting: Monday 1<sup>st</sup> July 2019 at 7pm in the Wilkins Centre**

Chairman: .....

Date: .....

## Attachment 1: Finance Report

### Status at bank at last bank reconciliation 30th April 2019

Unity Trust	Current Account	£32,668.70
Unity Trust	Deposit Account	£122,022.22
HSBC	Current Account	£748.50
Pockit	Pre-paid Debit Card	£88.67
<b>Total</b>		<b>£155,528.09</b>

### Income received 6th May - 26th May 2019

Unity Trust	Current Account	CIL	£9,646.63
<b>Total</b>			<b>£9,646.63</b>

### Payments made on pre-paid debit card to be approved

Method	Payment Date	Voucher No	Payee	Payment Detail	Minute	Amount
Pockit	07-May-19	024	Amazon	Printer paper 5 reams		£20.99
Pockit	09-May-19	025	Microsoft	Office 365 subscription		£59.99
<b>Total</b>						<b>£80.98</b>

### Payments to be approved

Method	Payment Date	Voucher No	Payee	Payment Detail	Minute	Amount
DD	20-May-19	026	Vodafone	Mobile phone charges		£15.37
DD	22-May-19	027	Castle Water	Water at Newbury Lane allotments 1-30 Apr		£17.79
DD	22-May-19	028	Castle Water	Water at School Road allotments		£270.90
BACS	03-Jun-19	029	SLCC	Training Health, Safety and Wellbeing		£150.00
BACS	03-Jun-19	030	West Berks Council	Compilations Apr/May		£501.84
BACS	06-Jun-19	031	Clerk	Salary/expenses May		£888.84
BACS	06-Jun-19	032	HMRC	PAYE		£106.62
BACS	19-Jun-19	033	Berks Pension Fund	Pension contributions		£256.01
<b>Total</b>						<b>£2,207.37</b>

### Transfers

Method	Payment Date	Voucher No	Payee	Payment Detail	Minute	Amount
<b>Total</b>						<b>£0.00</b>