

Compton Parish Council

Minutes of the Parish Council Meeting

Held on Monday 7th October 2019 at 7:00pm in the Wilkins Centre, Compton

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

Councillors not present: Councillor David Aldis.

In attendance: Sarah Marshman (Clerk).
Aaron Smith, Fowler Architecture and Planning
6 members of the public.

- 19/20-121 To receive apologies for absence from members of the Council**
Apologies were received from Councillor David Aldis
- 19/20-122 To receive any declarations of disclosable pecuniary interests or non-registerable interests by members or the Clerk and to consider any requests for dispensation**
It was noted that Councillors Mark Birtwistle and Alison Strong have an interest in minute 19/20-132, however they have previously been granted a dispensation to discuss and vote on the matter.
- 19/20-123 To receive: Questions or comments from members of the public**
Representations from any member who has declared a personal interest
It was noted that the salt bin outside the Village Hall is owned and maintained by West Berkshire Council and is included in their Highway Winter Service Plan.
- 19/20-124 To approve the minutes of the Parish Council Meeting held on 2nd September 2019**
It was resolved that the minutes be accepted as a true record. They were then signed by the Chairman.
- 19/20-125 To discuss any matters arising from the minutes of the Council Meeting on 2nd September 2019**
The library service was contacted regarding an enquiry from some residents regarding the mobile library and the loss of visits that occur on bank holidays due to visits being scheduled on Mondays. The response received confirmed that they would seek to move the day of the visits, however, schedules are currently set until April 2020 so this could not be changed earlier than this date-.
- 19/20-126 To receive a presentation from representatives of the Neighbourhood Development Plan Steering Committee regarding an interim statement for the Pirbright Site in response to the request from West Berkshire Council's Planning Policy Team**
Aaron Smith presented the interim statement. The interim statement was requested by West Berkshire Council to provide an early and clear view on the planning policies regarding the Pirbright Institute site and has been created by the Neighbourhood Development Plan Group.
The Parish Council thanked the Neighbourhood Development Plan Group for all their work so far.

- 19/20-127 To consider adopting the interim statement issued by the Neighbourhood Development Plan Steering Committee**
It was resolved to adopt the Interim Policy Statement on the Pirbright Site Issues and Policy Objectives.
The Clerk was requested to submit it to West Berkshire Council and to provide a copy to Homes England, the current owners of the site.
- 19/20-128 To receive a report from the District Councillor, Carlyne Culver**
CC sent her apologies.
- 19/20-129 To receive the Clerk's report**
The Clerk had attended a meeting for Clerks in Berkshire with Berkshire Youth. Berkshire Youth are looking to develop a scheme to provide youth workers throughout the county and have been requested to provide a short report to be distributed to Parish Councillors.
Shepherds Mount will now be added to West Berkshire Council's Secondary Treatment Route in their Highway Winter Service Plan as per a request made by the Parish Council.
- 19/20-130 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**
There were none.
 - 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
19/01528/ FUL	Former Kemtronix Building, Churn Road, Compton, RG20 6PP	Change of Use of an existing redundant building which was formerly used by the Institute for Animal Health for research and development purposes in connection with agriculture (Class B1 (b)) to an indoor leisure facility/yoga studio (Class D2) including modifications to the existing access, car parking and pedestrian walkways.	No objections	Approved
19/01918/ HOUSE	Crossing Cottage, Coombe Road, Compton, RG20 6RQ	Erection of garden studio	No objections	Approved

- 19/20-131 To consider requests for donations under the Council's Grants Policy**
 Three grant requests had been received. It was resolved to award the following grants:
 Compton Archery £211
 1st Compton Scout Group £225
 Compton Scout and Guide Hut £225
 As a low number of applications had been received this year, the Council will consider whether to allow an additional round of applications during this financial year at the next meeting.
- 19/20-132 To consider quotes to purchase four salt bins for Shepherds Mount/Rise**
 It was resolved to purchase 4 (empty) green salt bins from Triangle Management Ltd and to highlight the grant application policy to the neighbouring residents to assist with the purchase of salt.
 It was noted that this road has now been added to West Berkshire Council's Secondary Treatment Network as the result of a request made by the Parish Council.
- 19/20-133 To consider quotes to purchase a replacement salt bin for Whitewalls Close**
 It was resolved to purchase a replacement salt bin. It was resolved the Clerk should contact the organiser of the Whitewalls Close salt bin to confirm whether they would like a yellow or green salt bin installed and order the salt bin in the colour chosen.
- 19/20-134 To consider setting a budget for the tea party event for VE Day 75**
 It was resolved to defer until further discussions had taken place as to the nature of the event.
- 19/20-135 To consider quotes for an independent traffic consultant to advise on the proposed 20mph speed limit and associated traffic calming on School Road/High Street**
 PM will create a specification to send out for quotes. This item was deferred.
- 19/20-136 To consider whether to extend the scope of the works to be carried out on the current Football Pavilion**
 This item was deferred to the next meeting.
- 19/20-137 To consider making alterations to the membership of the planning committee and the working party**
 This item was deferred to the next meeting.
- 19/20-138 To consider adopting revised Financial Regulations**
 It was resolved to adopt the Financial Regulations 2019.
- 19/20-139 To consider adopting a Training and Development Policy**
 It was resolved to adopt the Training and Development Policy.
- 19/20-140 To consider adopting a revised Risk Register for 2019/20**
 It was resolved to adopt the revised Risk Register for 2019/20.
- 19/20-141 To consider whether to request funding from West Berkshire Council for the planting of wildflower verges and, if agreed, at what locations within Compton Parish**
 This item was deferred to the next meeting.

- 19/20-142** | **To consider the ‘treatment’ of the School Road verge running alongside the Pang ditch**
 It was resolved the Council should take over the maintenance of the verge, cutting it three times per year which takes into account guidelines regarding the cutting of verges and the promotion of wildlife.
 The Clerk will contact West Berkshire Council who currently maintain the verge.
- 19/20-143** | **To consider installing an information display board/lectern on the Churn Railway Bridge to recognise the significance of Churn Camp**
 This item was deferred.
- 19/20-144** | **To receive an update on vandalism and anti-social behaviour (ASB) in the village**
 There have been no reports.
- 19/20-145** | **To receive reports on the following:**
- a) Recreation Ground**
 There has been a significant increase in litter. A litter picking event is scheduled for 19th October.
 - d) Village Hall**
 The AGM has taken place. Currently, the Village Hall Rep is trying to set up regular informal meetings with a member of the Management Committee.
 The AGM is scheduled for 16th September.
 - e) Allotments**
 There is still a leak in the stainless steel tower that holds the tap in School Road allotments. The Clerk will seek quotes for repair.
 - i) Parish Assets & Management Working Party**
 The old garages in the Recreation Ground have been taken down.
 Conversations have been started regarding licenses for the remaining garages.
- 19/20-146** | **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 31st August 2019**
 The bank reconciliation to 31st August 2019 was noted.
- 19/20-147** | **To receive the correspondence report**
 A Report from West Berkshire Council (WBC) of concerns from a resident of the parish regarding the speed of vehicles travelling along Right of Way (RoW) COMP/5/1 had been received. This RoW stretches from Wilson Close to the Old Station Business Park. Only the beginning of this RoW is covered by a speed restriction and WBC have suggested the Parish Council discuss this on a local level.
 A representative from WBC had previously met with a representative of the Parish Council to discuss this area and had advised they would ensure white lines were painted at the point where the RoW meets Wilson Close. The Clerk will follow this up with WBC.
- 19/20-148** | **To discuss matters for future consideration and for information**
 It was noted that Brexit was likely to have little impact on the Council and that the only suppliers likely to be affected were Microsoft, amazon and Google who all have bases in Ireland.

It was noted the fire exit from the Wilkins Centre is currently blocked with the exit gate also locked shut. The Clerk was requested to write to the Village Hall Management Committee to request this be resolved immediately.

The possibility of making a digital version of Compilations available is being looked at.

The alley from the High Street to Burrell Road is becoming very overgrown. The Clerk was requested to report this to WBC.

The Council will hold an internal meeting to discuss the distribution of workload on 18th November. All Council Members are required to attend. Any proposals from this meeting will be considered formally by the Council at the December meeting.

Meeting closed 9:31pm.

Date and time of next scheduled meeting:

Parish Council Meeting: Monday 4th November 2019 at 7pm in the Wilkins Centre

Chairman:

Date:

Attachment 1: Finance Report

Status at bank at last bank reconciliation 31st August 2019

Unity Trust	Current Account	£34,266.45
Unity Trust	Deposit Account	£122,143.91
HSBC	Current Account	£748.50
Pockit	Pre-paid Debit Card	£31.69
Total		£157,190.55

Income received 12th August - 26th September 2019

None		
Total		£0.00

Payments made on pre-paid debit card to be approved

Method	Payment Date	Voucher No	Payee	Payment Detail	Minute	Amount
POCKIT	16-Sep-19	069	Pockit	Monthly fee		0.99
Total						£0.99

Payments to be approved

Method	Payment Date	Voucher No	Payee	Payment Detail	Minute	Amount
BACS	18-Sep-19	070	Vodafone	Mobile phone Sep		£15.37
DD	20-Sep-19	071	Castle Water	Water School Road allotments Aug		£20.35
DD	20-Sep-19	072	Castle Water	Water Newbury Lane allotments Aug		£18.38
BACS	19-Sep-19	073	Came and Company	Insurance 19/20	19/20-103	£1,703.84
BACS	30-Sep-19	074	Unity Trust Bank	Bank charges		£18.00
BACS	07-Oct-19	075	AD Clark	Grounds maintenance Aug plus scrub clearance		£647.88
BACS	07-Oct-19	076	Rialtas Business Solutions Ltd	Finance software 19/20		£145.20
BACS	07-Oct-19	077	CJM Services	Bench repairs		£75.00
BACS	07-Oct-19	078	Fowler Architecture and Planning	Preparation of Neighbourhood Development Plan stage 1		£1,890.00
BACS	07-Oct-19	079	SSE Contracting Ltd	Street lighting maintenance Sep qtr		£264.86
BACS	07-Oct-19	080	SSE Contracting Ltd	Street lighting chareable repairs		£66.67
BACS	07-Oct-19	081	CCB	Membership 2019/20		£32.00
BACS	07-Oct-19	082	Clerk	Salary/expenses Sep		£821.76
BACS	07-Oct-19	083	HMRC	PAYE		£65.62
DD	12-Oct-19	084	SSE	Electricity Q2		£974.28
BACS	18-Oct-19	085	Berks Pension Fund	Pension contributions		£230.38
Total						£6,989.59

Transfers

Method	Payment Date	Voucher No	From Account	To Account	Minute	Amount
-	-	-	-	-	-	-
Total						£0.00