

Compton Parish Council

Minutes of the Parish Council Meeting Held on Monday 6th April 2020 at 7:00pm online using Zoom

Councillors present: Councillors David Aldis (Chair), Mark Birtwistle (from 8pm), Dan Neate, Rebecca Pinfold, Keith Simms, Alison Strong and Ian Tong.

Councillors not present: Councillors Peter McGeehin and Linda Moss.

In attendance: Sarah Marshman (Clerk).
Carolyn Culver (District Councillor).

- 19/20-268** | **To resolve that, due to the current coronavirus situation, this meeting of the Council will be conducted virtually**
As The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority Meetings and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 has now taken effect, it was resolved that the Council could now hold meetings online.
- 19/20-269** | **To receive apologies for absence from members of the Council**
Apologies were received from Councillor Linda Moss and from Councillor Mark Birtwistle who would be late to the meeting.
- 19/20-270** | **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.
- 19/20-271** | **To receive: Questions or comments from members of the public
Representations from any member who has declared a personal interest**
There were none.
- 19/20-272** | **To approve the minutes of the Parish Council Meeting held on 10th March 2020**
It was resolved that the minutes be accepted as a true record. The minutes will be signed by the Chairman at the next meeting held in person.
- 19/20-273** | **To discuss any matters arising from the minutes of the Council Meeting on 10th March 2020**
There were none.
- 19/20-274** | **To receive a report from the District Councillor, Carolyn Culver**
CC is liaising with the local community volunteer groups in each village that are helping members of the community in need of assistance during the coronavirus lockdown. West Berkshire Council is sending a weekly bulletin to all Parish Councils.
- 19/20-275** | **To receive the Clerk's report**
VE Day 75 celebrations have now been cancelled and it has been suggested communities instead hold an event on the weekend of 15th/16th August on the anniversary of VJ Day.

Repairs to the noticeboard have been carried out under delegated powers for health and safety.

The response to the consultation on the settlement boundary and the Housing and Economic Land Availability Assessment (HELAA) have been submitted to West Berkshire Council.

19/20-276

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 planning 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's recent planning decisions

App. Ref.	Location	Proposed Work	Response from CPC	WBC Decision
19/02070/ FUL	Compton Downs Gallops, Churn Road, Compton, Newbury Berkshire	Installation of a gallops for equestrian use. Change of use from agricultural land to 3m wide gallops and 965m in length.	Support	Approved
20/00256/ COND1	Nielia, Downs Road, Compton, Newbury	Application for approval of details reserved by Condition 3 - Materials and Condition 7 - Parking, of planning permission reference 17/02914/FULD (Demolition of existing dwelling, erection of replacment dwelling and garage).	Not consulted	Approved
20/00195/ COND2	Old Station Business Park, Wilson Close, Compton, Newbury	Approval of details reserved by Condition (8) plant machinery of planning permission 17/03285/FUL S73A variation of condition of permission 00/00964/FUL - Construction of three two storey light industrial units in one block of three units.	Not consulted	Refused

19/20-277

To consider adopting a Policy on High Consequence Infectious Diseases

It was resolved to adopt the Policy on High Consequence Infectious Diseases.

19/20-278

To consider revised quotes for the refurbishment of the Sports Pavilion

Due to errors with the quote previously accepted for the plumbing, new quotes were considered. It was resolved to accept the quote for plumbing from Aquaheat for £10,800 and the quote for electrics from Diligent Commercial Services Ltd for £1,500 and to continue to hold a 10% contingency fund in case it is required.

- 19/20-279 To consider ratifying the purchase of a license for Zoom for online meetings**
It was resolved to ratify the purchase of a license for Zoom on a monthly basis whilst online meetings are required.
- 19/20-280 To consider reimbursing expenses incurred for the volunteer group formed to provide assistance due to the coronavirus situation**
It was resolved to set a budget of £50 for expenses claims for printing and similar costs for the volunteer group acting as a result of the coronavirus lockdown.
- 19/20-281 To consider any further actions or funding the Council should provide due to the coronavirus situation**
An agenda item will be added to the next meeting with regards to considering making a donation to the Compton Village Store to assist with meeting the costs incurred in providing a safe shopping environment for the community during the coronavirus lockdown.
- 19/20-282 To receive an update on vandalism and anti-social behaviour (ASB) in the village**
No reports had been received.
- 19/20-283 To receive reports on the following:**
- a) Recreation Ground**
The play area has been chained and padlocked closed and will remain as such while the coronavirus lockdown continues.
 - c) Rights of Way**
The blockage on Byway 17 had been cleared by the landowner. Correspondence had been received regarding the suggestion of erecting a barrier to prevent vehicles at the point where Byway 17 meets 18. The Council did not believe this was the right action to take at this time.
Footpath 10 is currently blocked by flooding near the sewage treatment works. The Clerk was requested to highlight this to the local community and to write to Thames Water to ascertain whether the flooding is clean water.

Councillor Mark Birtwistle joined the meeting.
 - j) Neighbourhood Development Plan**
The policy draft is due to be reviewed by the steering committee this week.
 - k) Burial Ground**
A planning application for approval of details of conditions has been submitted to West Berkshire Council with regards to meeting six of the conditions for the burial ground. Discussion with the architects is taking place with regards to meeting further conditions.
- 19/20-284 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 29th February 2020

The bank reconciliations were noted.

The Clerk noted that she had been unsuccessful in making contact with the internal auditor by email and phone. The Clerk will write a letter to the internal auditor.

19/20-285 To receive the correspondence report

An email was received regarding the noise from a generator or pump on the Old Station Business Park. The Clerk will direct them to the Environmental Health team at West Berkshire Council.

An email was received regarding the allotment plot bordering Fairfields. This will be added to the next agenda.

19/20-286 To discuss matters for future consideration and for information

The Clerk will provide link to the current policies for the Members to provide feedback on prior to reviewing them at the next Council meeting.

Councillors were requested to put together a list of routes around the village. IT will collate.

Meeting closed 8:15pm.

Date and time of next scheduled meeting:

Parish Council Meeting: Monday 11th May 2020 at 7pm
It is expected this meeting will be held online.

Chairman: Date:

Attachment 1:

Status at bank at last bank reconciliation 29th February 2020

Unity Trust Current Account	£53,756.12
Unity Trust Deposit Account	£122,390.33
HSBC Current Account	£748.50
Pockit Pre-paid Debit Card	£41.49
Total	£176,936.44

Income received 24th February - 30th March 2020

Unity Trust	Current Account	Compilations advertising	£125.00
Unity Trust	Current Account	Contribution from East Ilsley Parish Council for Feb Compilations	£64.69
Unity Trust	Current Account	Allotment rent	£131.50
Unity Trust	Current Account	Repayment of Scout loan	£600.00
Unity Trust	Current Account	Grant towards Sports Pavilion works	£3,000.00
Total			£3,921.19

Payments made on pre-paid debit card to be approved

Method	Payment Date	Voucher No	Payee	Payment Detail	Minute	Amount
POCKIT	24-Feb-20	164	Post Office	2nd class stamps		£7.32
POCKIT	14-Mar-20	165	Amazon	Stationery		£8.86
POCKIT	16-Mar-20	166	Pockit	Monthly fee		£0.99
POCKIT	30-Mar-20	167	Amazon	Office supplies		£10.99
Total						£28.16

Payments made on Lloyds Corporate Card to be approved

Method	Payment Date	Voucher No	Payee	Payment Detail	Minute	Amount
CC	02-Mar-20	168	Lloyds Bank plc	Monthly fee		£3.00
CC	12-Mar-20	169	West Berkshire Council	Planning application fee		£58.00
CC	31-Mar-20	170	Zoom	Monthly fee for video conferencing service		£14.39
Total						£75.39

Payments to be approved

Method	Payment Date	Voucher No	Payee	Payment Detail	Minute	Amount
BACS	16-Mar-20	171	Lloyds Bank plc	Payment of transactions on Corporate Card		£3.00
DD	18-Mar-20	172	Vodafone	Mobile phone monthly fee		£15.37
DD	26-Mar-20	173	Castle Water	Water Newbury Lane allotments		£18.79
DD	30-Mar-20	174	Unity Trust Bank	Account charges Q4		£18.00
Payments in 2020/21 Financial Year						
BACS	06-Apr-20	1	West Berkshire Council	Compilations Dec		£501.84
BACS	06-Apr-20	2	West Berkshire Council	Waste collection 2019/20		£455.75
BACS	06-Apr-20	3	CPRE	Subscription 2020/21		£36.00

BACS	06-Apr-20	4	CJM Services	Refurb of bench and repairs to noticeboard		£385.00
BACS	06-Apr-20	5	SSE Contracting Ltd	Street lighting maintenance charge Q4		£264.86
BACS	06-Apr-20	6	SSE Contracting Ltd	Chargeable repairs Q4		£135.36
BACS	06-Apr-20	7	Compton Village Hall	Meeting rental 2019/20		£555.00
BACS	06-Apr-20	8	Clerk	Salary/expenses Mar		£926.67
BACS	06-Apr-20	9	HMRC	PAYE		£68.93
BACS	17-Apr-20	10	Berks Pension Fund	Pension contributions Mar		£261.06
Total						£3,645.63

Transfers

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