

Compton Parish Council

Wilkins Centre, Burrell Road, Compton, Newbury, RG20 6NP
ComptonParish@gmail.com; 07748 591920
www.comptonparishcouncil.org

Meeting of the Parish Council

I hereby give you Notice that the next meeting of Compton Parish Council is to be held on

Monday 6th January 2020 at 7.00pm

In the Wilkins Centre, Burrell Road, Compton

and all Members of the Council are hereby summoned to attend.

Dr. Sarah Marshman
Clerk to the Council
Dated: 30th December 2019

AGENDA

1. To receive 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: Questions or comments from members of the public regarding items on the agenda¹
Representations from any member who has declared a personal interest
4. To approve the [minutes](#) of the Parish Council Meeting held on 2nd December 2019
5. To discuss any matters arising from the minutes of the Council Meeting on 2nd December 2019
6. To receive a report from the District Councillor, Carolyne Culver
7. To receive the Clerk's report

¹ Members of the public are permitted to make representations, answer questions and give evidence in respect of any item of business included in this agenda. The designated time will be 12 minutes and no longer than 3 minutes per person. This time may be extended at the discretion of the Chairman. A question shall not require a response at the meeting nor start a debate on the question. The Chairman of the meeting may direct that a written or oral response be given. Comments or questions not related to an item on this agenda should be notified to the Clerk for consideration by Council for possible inclusion on a future agenda.

8. Planning Applications
 - a) To review the minutes of any planning committee meeting occurring since the previous Full Council Meeting
 - b) To consider the following new planning applications:
 - None.
 - c) To consider whether to request our District Councillor call in any planning applications to the Western Area Planning Committee
 - d) To consider whether to refer any planning applications for further response from our planning consultants
 - e) To receive a report on [West Berkshire Council's recent planning decisions](#)
9. To consider the [draft budget and to set the precept for 2020/21](#)
10. To consider appointing an internal auditor for the 2019/20 audit and to agree the scope for audit
11. To consider the Council's response to the NALC briefing *PC13-19 Strengthening police powers to tackle unauthorised encampments*
12. 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
13. To consider quotes for the refurbishment of the Sports Pavilion
14. To consider making grant applications to assist with the cost of the refurbishment of the Sports Pavilion if applicable funding sources are located
15. To receive an update on vandalism and anti-social behaviour (ASB) in the village
16. To receive reports on the following:
 - a) Recreation Ground
 - b) Sports Pavilion
 - c) Rights of Way
 - d) Village Hall
 - e) Allotments
 - f) Patient Representation
 - g) Communications
 - h) Groundwater
 - i) Parish Assets & Management Working Party
 - j) Neighbourhood Development Plan
 - k) Burial Ground
 - l) GDPR
 - m) Personnel Committee
17. Finance:
 - a) To receive the [finance report](#) and approve payments made/due
 - b) To note the [bank reconciliations](#) to 30th November 2019
 - c) To receive any reports from the Internal Controller
 - d) To note the quarterly budget report where applicable
18. To receive the correspondence report
19. To discuss matters for future consideration and for information

Date and time of next scheduled meeting:

Parish Council Meeting: **Monday 6th January at 7pm** in the Wilkins Centre

Compton Parish Council

Minutes of the Parish Council Meeting

Held on Monday 2nd December 2019 at 7:00pm in the Wilkins Centre, Compton

Councillors present: Councillors David Aldis (Chair), Mark Birtwistle, Peter McGeehin, Linda Moss, Dan Neate, Rebecca Pinfold, Alison Strong and Ian Tong.

Councillors not present: None

In attendance: Sarah Marshman (Clerk).

- 19/20-172 To receive apologies for absence from members of the Council**
There were none.
- 19/20-173 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.
- 19/20-174 To receive: Questions or comments from members of the public
Representations from any member who has declared a personal interest**
There were none.
- 19/20-175 To approve the minutes of the Parish Council Meeting held on 4th November 2019**
It was resolved that the minutes be accepted as a true record. They were then signed by the Chairman.
- 19/20-176 To discuss any matters arising from the minutes of the Council Meeting on 4th November 2019**
There were none.
- 19/20-177 To receive a report from the District Councillor, Carolyne Culver**
CC sent her apologies.
- 19/20-178 To receive the Clerk's report**
The Clerk attended the BALC AGM. The NALC component of the subscription fee is increasing a little, whilst the BALC component will remain the same. Training will be offered free during the coming year.
- 19/20-179 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
19/02760/ HOUSE	4 Great Coombe Cottages, Coombe Road, Compton RG20 6RG	Single storey extension to rear of property.	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
19/02657/ NONMAT	1 Mayfield Villas, Warnham Lane, Compton, Newbury Berkshire RG20 7PN	Non material amendment to approved application 19/00626/REM. Reserved matters application following approval of outline planning permission 18/00956/OUTD (Outline application for construction of a four bedroom detached dwellinghouse on part of the garden of The Hatchery, 1 Mayfield Villas. Matters to be considered: Access and Layout). Matters to be considered: Appearance, Landscaping and Scale. Amendment - addition of rooflights to attic space without overlooking.	Not consulted	Refused

- 19/20-180** **To consider referring the planning application for the Pirbright Institute site to the Planning Consultant on receipt of the application**
It was resolved to refer the planning application for the Pirbright Institute to Fowler Architecture and Planning on receipt of notification of the application.
- 19/20-181** **To consider adopting revisions to the document retention policy**
This was deferred in order to refer it to a working group to review.
- 19/20-182** **To consider purchasing asset inventory software**
It was resolved to purchase the Rialtas Business Solutions asset inventory software, including two hours online training, which links into the finance software the Council already uses.
- 19/20-183** **To consider quotes to remove a eucalyptus tree from School Road allotments**
This was deferred in order to obtain more quotes.
- 19/20-184** **To consider a revised specification for refurbishment of the Football Pavilion**
It was resolved to use the revised specification in order to obtain quotes for the work on the Football Pavilion
- 19/20-185** **To consider quotes to repair the stopcock in the Football Pavilion**
It was resolved to set a budget of £100 to carry out the repair to the stopcock.
- 19/20-186** **To consider a request for a donation to the Library Service from West Berkshire Council for 2020/21**
It was resolved to include a donation of £500 in the budget for 2020/21.

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| 19/20-187 | <p>To discuss the draft budget for 2020/21
The draft budget was discussed.</p> |
| 19/20-188 | <p>To discuss and consider the operating model and structure of the Council
A potential structure was discussed. Further discussion is required before a final operating model and structure can be considered by the Council.</p> |
| 19/20-189 | <p>To discuss the suggestion of making a bid for the existing Pirbright Institute gatehouse for use as a community resource that could include a Parish Office
It was agreed the Neighbourhood Development Plan group should discuss this as part of their discussions of the use of the buildings and facilities on the site as a whole.</p> |
| 19/20-190 | <p>To discuss whether there is a need for a parking survey to review a perceived need for a village car park and street parking improvements
The Clerk was requested to write to The Downs School regarding people parking on the grass area near the school gates on Manor Crescent.
A specification will be drafted for discussion at the next meeting.</p> |
| 19/20-191 | <p>To receive an update on vandalism and anti-social behaviour (ASB) in the village
An incident of children climbing over the fence at The Downs School has been reported to the police.</p> |
| 19/20-192 | <p>To receive reports on the following:</p> <ul style="list-style-type: none"> b) Football Pavilion
It was agreed the Football Pavilion should now be referred to as the Sports Pavilion. c) Rights of Way
A footpath at Cheseridge has been blocked by blocks of concrete and telegraph poles have been placed on the verge of Byway 2. h) Groundwater
The groundwater is now starting to rise. m) Personnel Committee
The minutes of the meeting held on 11th November were noted. |
| 19/20-193 | <p>Finance:</p> <ul style="list-style-type: none"> 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 October 2019
The bank reconciliation to 31st October 2019 were noted. |
| 19/20-194 | <p>To receive the correspondence report
A briefing "<i>PC13-19 Strengthening police powers to tackle unauthorised encampments</i>" was received from BALC/NALC. The Council will consider making comments on this at the next meeting.</p> |
| 19/20-195 | <p>To discuss matters for future consideration and for information
Sovereign will be contacted regarding residents driving over the land at Gordon Crescent.
A temporary VAS sign has been installed on School Road.</p> |

Meeting closed 9:21pm.

Date and time of next scheduled meeting:

Parish Council Meeting: Monday 6th January 2020 at 7pm in the Wilkins Centre

Chairman:

Date:

Attachment 1: Finance Report

Status at bank at last bank reconciliation 31st October 2019

Unity Trust	Current Account	£65,996.49
Unity Trust	Deposit Account	£122,267.06
HSBC	Current Account	£748.50
Pockit	Pre-paid Debit Card	£129.71
Total		£189,141.76

Income received 28th October - 24th November 2019

Unity Trust	Current Account	CIL 18/01293/FULMAJ Roden House	£17,915.18
Total			£17,915.18

Payments made on pre-paid debit card to be approved

Method	Payment Date	Voucher No	Payee	Payment Detail	Minute	Amount
POCKIT	02-Nov-19	100	Catridge Save	Toner		£46.14
POCKIT	16-Nov-19	101	Pockit	Monthly fee		£0.99
POCKIT	20-Nov-19	102	Amazon	Christmas event items		£52.52
Total						£99.65

Payments to be approved

Method	Payment Date	Voucher Number	Payee	Payment Detail	Minute	Amount
BACS	04-Nov-19	103	Royal British Legion	Donation/wreaths	19/20-108	£110.00
DD	19-Nov-19	104	Castle Water	Water School Road allotments Oct		£20.35
DD	19-Nov-19	105	Castle Water	Water Newbury Lane allotments Oct		£30.00
DD	20-Nov-19	106	Vodafone	Mobile phone Oct		£15.37
BACS	02-Dec-19	107	Resident of the Parish	Grant	19/20-165	£225.00
BACS	02-Dec-19	108	AD Clark	Grounds maintenance Sep		£557.88
BACS	02-Dec-19	109	Heelis and Lodge	Internal audit 2018/19		£245.00
DD	02-Dec-19	110	SSE	Sports Pavilion electricity Sep/Oct		£100.04
BACS	02-Dec-19	111	Parish Online	Mapping software 19/20		£120.00
BACS	02-Dec-19	112	Triangle Management	5 salt bins	19/20-132 19/20-133	£900.00
BACS	06-Dec-19	113	Clerk	Salary/expenses Nov		£883.76
BACS	06-Dec-19	114	HMRC	PAYE		£114.48
BACS	19-Dec-19	115	Berks Pension Fund	Pension contributions		£261.06
Total						£3,422.59

Transfers

Method	Payment Date	Voucher Number	From Account	To Account	Minute	Amount
-	-	-	-	-	-	-
					Total	£0.00

Clerk's Report for Council Meeting on 6th January 2020

Mobile Library Service

West Berkshire Council have been notified that the Parish Council will be including £500 in their budget for 2020/21 in order to make a financial contribution to the mobile service. Confirmation has been received that this money will be ringfenced for the mobile library that visits Compton.

West Berkshire Council's Recent Planning Decisions

App. Ref.	Location	Proposed Work	Response from CPC	WBC Decision
19/02713/ COND1	Kemtronix UK Ltd, Churn Road, Compton, RG20 6PP	Application for approval of details reserved by Conditions 7 - Landscaping Scheme, 8 - Protection trees and 9 - Construction Method Statement of planning permission 19/01528/FUL.	Not consulted	Approved

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Annual Budget - By Centre

Note: 2020/21 Draft Budget v2

		<u>2018/19</u>		<u>2019/20</u>				<u>2020/21</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
100	Administration									
1050	Other Income	0	20	0	0	0	0	0	0	0
1060	Interest	50	404	250	245	420	0	350	0	0
1076	Precept	42,000	42,000	45,850	45,850	45,850	0	50,000	0	0
1081	CIL	0	6,453	0	27,562	27,562	0	0	0	0
1085	VAT Refund	5,000	4,977	3,000	3,467	3,467	0	3,000	0	0
1090	Grants	3,000	4,923	0	0	0	0	0	0	0
1150	Village Hall Loan Repayment	480	480	480	480	480	0	0	0	0
1155	Scout Hall Loan Repayment	150	150	150	0	150	0	150	0	0
Total Income		50,680	59,406	49,730	77,604	77,929	0	53,500	0	0
4000	Staff Salaries/PAYE/NI/Pension	9,500	10,026	10,000	8,700	12,984	0	17,400	0	0
4005	Staff Costs	250	176	200	152	239	0	220	0	0
4010	Office	720	720	720	480	720	0	960	0	0
4050	Office Supplies	200	101	150	126	150	0	130	0	0
4052	Mobile Phone	0	55	150	99	148	0	150	0	0
4055	Website Development	20	0	20	0	20	0	0	0	0
4058	Bank Charges	0	0	72	39	72	0	108	0	0
4060	Subscriptions	500	538	500	431	500	0	550	0	0
4062	Software Fees	380	219	350	171	500	0	1,500	0	0
4065	Insurance	1,700	1,563	1,750	1,704	1,704	0	1,900	0	0
4068	Election Fees	0	0	750	0	200	0	320	0	0
4070	Audit Fees	550	570	350	545	545	0	600	0	0
4072	General Data Protection Regs	500	0	0	0	500	0	4,600	0	0
4075	Chairmans Allowance	200	59	200	30	100	0	120	0	0

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Annual Budget - By Centre

Note: 2020/21 Draft Budget v2

		<u>2018/19</u>		<u>2019/20</u>				<u>2020/21</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
4085	Training	350	234	500	205	400	0	500	0	0
4090	Other Expenses	1,500	227	1,000	8	10	0	200	0	0
4100	Meeting Rental	500	450	600	402	402	0	600	0	0
	Overhead Expenditure	16,870	14,939	17,312	13,093	19,194	0	29,858	0	0
	100 Net Income over Expenditure	33,810	44,467	32,418	64,511	58,735	0	23,642	0	0
6001	less Transfer to EMR	0	6,453	0	27,562	0	0	0	0	0
	Movement to/(from) Gen Reserve	33,810	38,014	32,418	36,949	58,735		23,642		
110	<u>Events</u>									
4130	Christmas Events	0	0	200	48	200	0	200	0	0
4132	Xmas Day Lunch Room Hire	0	0	50	0	50	0	50	0	0
	Overhead Expenditure	0	0	250	48	250	0	250	0	0
	Movement to/(from) Gen Reserve	0	0	(250)	(48)	(250)		(250)		
120	<u>Grounds Maintenance</u>									
4150	Grounds Maintenance	5,850	3,243	5,000	3,367	4,200	0	4,800	0	0
	Overhead Expenditure	5,850	3,243	5,000	3,367	4,200	0	4,800	0	0
	Movement to/(from) Gen Reserve	(5,850)	(3,243)	(5,000)	(3,367)	(4,200)		(4,800)		
130	<u>Allotments/Footpaths</u>									
1100	Allotment Rent - Newbury Lane	300	300	300	0	325	0	300	0	0
1105	Allotment Rent - School Road	300	336	300	195	385	0	350	0	0
	Total Income	600	636	600	195	710	0	650	0	0
4200	Newbury Lane Expenses	100	227	200	169	200	0	200	0	0

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Annual Budget - By Centre

Note: 2020/21 Draft Budget v2

		<u>2018/19</u>		<u>2019/20</u>				<u>2020/21</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
4205	Newbury Lane Capital	200	0	200	0	100	0	200	0	0
4210	School Road Expenses	100	1,234	300	453	741	0	400	0	0
4215	School Road Capital	200	0	350	0	200	0	200	0	0
4218	Allotments Skips	0	0	0	0	0	0	400	0	0
	Overhead Expenditure	600	1,461	1,050	622	1,241	0	1,400	0	0
	Movement to/(from) Gen Reserve	0	(826)	(450)	(427)	(531)		(750)		
140	<u>Village Scene</u>									
1170	Football Clubs	100	100	100	0	0	0	400	0	0
	Total Income	100	100	100	0	0	0	400	0	0
4305	Recreation Ground	2,000	4,915	1,000	245	1,000	0	500	0	0
4308	Play Equipment Maintenance	0	0	2,500	104	1,000	0	1,500	0	0
4310	Sports Pavilion Maintenance	200	743	200	16	15,000	0	200	15,000	0
4312	Tree Works	0	0	750	0	4,325	0	900	0	0
4315	Litter/dog Bins	750	669	750	427	427	0	480	0	0
4318	Vandalism Repair	0	0	0	0	0	0	300	0	0
4325	War Memorial Maintenance	220	0	220	0	0	0	0	0	0
	Overhead Expenditure	3,170	6,327	5,420	792	21,752	0	3,880	15,000	0
	Movement to/(from) Gen Reserve	(3,070)	(6,227)	(5,320)	(792)	(21,752)		(3,480)		
150	<u>Compilations</u>									
1160	Compilations (Inc)	2,000	2,699	2,500	101	2,000	0	2,400	0	0
	Total Income	2,000	2,699	2,500	101	2,000	0	2,400	0	0

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Annual Budget - By Centre

Note: 2020/21 Draft Budget v2

		<u>2018/19</u>		<u>2019/20</u>				<u>2020/21</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
4350	Compilations (Exp)	3,600	4,745	3,650	1,004	3,012	0	3,100	0	0
	Overhead Expenditure	3,600	4,745	3,650	1,004	3,012	0	3,100	0	0
	Movement to/(from) Gen Reserve	(1,600)	(2,046)	(1,150)	(903)	(1,012)		(700)		
160	<u>Grants</u>									
4360	Section 137	1,500	1,550	0	0	0	0	0	0	0
4365	Other grants (not s137)	400	350	0	0	0	0	0	0	0
4370	Grants (GPC)	0	0	1,900	771	1,900	0	1,900	0	0
4375	Donation to WBC Mobile Library	0	0	0	0	0	0	500	0	0
	Overhead Expenditure	1,900	1,900	1,900	771	1,900	0	2,400	0	0
	Movement to/(from) Gen Reserve	(1,900)	(1,900)	(1,900)	(771)	(1,900)		(2,400)		
170	<u>Street Lighting</u>									
4400	Electricity	2,600	2,711	3,500	2,481	3,300	0	3,600	0	0
4405	Routine Maintenance	2,500	2,176	2,000	990	1,697	0	2,000	0	0
4410	Chargable Repairs	400	256	400	419	718	0	650	0	0
4415	Street Light Replacement	3,000	0	3,000	0	3,000	0	0	3,000	0
	Overhead Expenditure	8,500	5,144	8,900	3,890	8,715	0	6,250	3,000	0
	Movement to/(from) Gen Reserve	(8,500)	(5,144)	(8,900)	(3,890)	(8,715)		(6,250)		
180	<u>Reserves</u>									
4500	Reserves	2,000	12,807	2,000	2,660	2,000	0	0	0	0
	Overhead Expenditure	2,000	12,807	2,000	2,660	2,000	0	0	0	0
6000	plus Transfer from EMR	0	9,318	0	0	0	0	0	0	0

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Annual Budget - By Centre

Note: 2020/21 Draft Budget v2

		<u>2018/19</u>		<u>2019/20</u>				<u>2020/21</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
	Movement to/(from) Gen Reserve	<u>(2,000)</u>	<u>(3,489)</u>	<u>(2,000)</u>	<u>(2,660)</u>	<u>(2,000)</u>		<u>0</u>		
190	<u>Cemetery</u>									
4600	Burial Ground	5,000	1,758	5,000	2,698	5,000	0	4,000	0	0
	Overhead Expenditure	<u>5,000</u>	<u>1,758</u>	<u>5,000</u>	<u>2,698</u>	<u>5,000</u>	<u>0</u>	<u>4,000</u>	<u>0</u>	<u>0</u>
	Movement to/(from) Gen Reserve	<u>(5,000)</u>	<u>(1,758)</u>	<u>(5,000)</u>	<u>(2,698)</u>	<u>(5,000)</u>		<u>(4,000)</u>		
200	<u>Professional Advice</u>									
4700	Professional Advice	1,500	0	2,000	0	2,000	0	2,000	0	0
	Overhead Expenditure	<u>1,500</u>	<u>0</u>	<u>2,000</u>	<u>0</u>	<u>2,000</u>	<u>0</u>	<u>2,000</u>	<u>0</u>	<u>0</u>
	Movement to/(from) Gen Reserve	<u>(1,500)</u>	<u>0</u>	<u>(2,000)</u>	<u>0</u>	<u>(2,000)</u>		<u>(2,000)</u>		
210	<u>Neighbourhood Development Plan</u>									
1180	NDP Funding	0	0	3,000	0	0	0	3,000	0	0
	Total Income	<u>0</u>	<u>0</u>	<u>3,000</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>3,000</u>	<u>0</u>	<u>0</u>
4650	Neighbourhood Development Plan	3,000	550	3,000	1,774	1,774	0	3,000	0	0
	Overhead Expenditure	<u>3,000</u>	<u>550</u>	<u>3,000</u>	<u>1,774</u>	<u>1,774</u>	<u>0</u>	<u>3,000</u>	<u>0</u>	<u>0</u>
	Movement to/(from) Gen Reserve	<u>(3,000)</u>	<u>(550)</u>	<u>0</u>	<u>(1,774)</u>	<u>(1,774)</u>		<u>0</u>		
999	<u>VAT Data</u>									
515	VAT on Payments	5,000	3,467	4,000	1,960	2,800	0	2,800	0	0
	Overhead Expenditure	<u>5,000</u>	<u>3,467</u>	<u>4,000</u>	<u>1,960</u>	<u>2,800</u>	<u>0</u>	<u>2,800</u>	<u>0</u>	<u>0</u>
	Movement to/(from) Gen Reserve	<u>(5,000)</u>	<u>(3,467)</u>	<u>(4,000)</u>	<u>(1,960)</u>	<u>(2,800)</u>		<u>(2,800)</u>		

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Annual Budget - By Centre

Note: 2020/21 Draft Budget v2

	<u>2018/19</u>		<u>2019/20</u>				<u>2020/21</u>		
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
Total Budget Income	53,380	62,841	55,930	77,900	80,639	0	59,950	0	0
Expenditure	56,990	56,341	59,482	32,679	73,838	0	63,738	18,000	0
Net Income over Expenditure	<u>-3,610</u>	<u>6,500</u>	<u>-3,552</u>	<u>45,221</u>	<u>6,801</u>	<u>0</u>	<u>-3,788</u>	<u>-18,000</u>	<u>0</u>
plus Transfer from EMR	0	9,318	0	0	0	0	0	0	0
less Transfer to EMR	0	6,453	0	27,562	0	0	0	0	0
Movement to/(from) Gen Reserve	<u>(3,610)</u>	<u>9,365</u>	<u>(3,552)</u>	<u>17,659</u>	<u>6,801</u>		<u>(3,788)</u>		

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Compton Parish Council Current Year

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At : 21:18

Budget Notes

<u>A/c Code</u>	<u>Description</u>	<u>Centre</u>	<u>Description</u>	<u>Budget Notes</u>
1150	Village Hall Loan Repayment	100	Administration	Payments completed in 2019/20
4062	Software Fees	100	Administration	Includes expected set up costs for Burial Ground software
4068	Election Fees	100	Administration	To be earmarked
4072	General Data Protection Regs	100	Administration	Includes costs of purchasing devices and software for all councillors
1170	Football Clubs	140	Village Scene	Estimated £40 per game, 10 games per year
4312	Tree Works	140	Village Scene	To be earmarked

Compton Parish Council **Finance Report 6th January 2020**

Status at bank at last bank reconciliation 30th November 2019

Unity Trust	Current Account	£60,836.01
Unity Trust	Deposit Account	£122,267.06
HSBC	Current Account	£748.50
Pockit	Pre-paid Debit Card	£30.06
Total		£183,881.63

Income received 25th November - 19th December 2019

Unity Trust	Current Account	Allotment fees	£328.00
Unity Trust	Current Account	Compilations advertising	£717.00
Total			£1,045.00

Payments made on pre-paid debit card to be approved

Method	Payment Date	Voucher No	Payee	Payment Detail	Minute	Amount
POCKIT	05-Dec-19	116	Trophy Store	Trophies (Xmas)		£20.96
POCKIT	16-Dec-19	117	Pockit	Monthly fee		£0.99
POCKIT	19-Dec-19	118	Post Office	Stamps		£7.32
Total						£29.27

Payments to be approved

Method	Payment Date	Voucher Number	Payee	Payment Detail	Minute	Amount
DD	17-Dec-19	119	Castle Water	Water School Road allotments Oct		£19.70
DD	17-Dec-19	120	Castle Water	Water Newbury Lane allotments Oct		£19.44
DD	18-Dec-19	121	Vodafone	Mobile phone Oct		£15.37
BACS	06-Jan-20	122	West Berkshire Council	Compilations Aug/Sept		£501.84
BACS	06-Jan-20	123	AD Clark	Grounds maint. Oct and weed control		£1,044.88
BACS	06-Jan-20	124	SJS Plumbing and Gas Services	Renew stop cock in Sports Pavilion		£80.00
BACS	06-Jan-20	125	Chairman	Craft items and decorations for Xmas event		£19.99
BACS	06-Jan-20	126	Member of NDP Group	Printing costs		£70.00
BACS	06-Jan-20	127	Chairman	Decorations and sweets for Xmas event		£22.99
BACS	06-Jan-20	128	West Berkshire Council	Compilations Oct/Nov		£501.84
BACS	06-Jan-20	129	Clerk	Salary/expenses Dec		£752.60
BACS	06-Jan-20	130	HMRC	PAYE		£22.28

Agenda Item 17(a)

BACS	17-Jan-20	131	Berks Pension Fund	Pension contributions		£203.32
					Total	£3,219.74

Transfers

Method	Payment Date	Voucher Number	From Account	To Account	Minute	Amount
-	-	-	-	-	-	-
					Total	£0.00

Date: 19/12/2019	Compton Parish Council Current Year	Page 1
Time: 12:41	Bank Reconciliation Statement as at 30/11/2019 for Cashbook 1 - Unity Current A/C	User: SLM

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Unity Bank Current	30/11/2019	75	60,836.01
			<u>60,836.01</u>
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			60,836.01
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			<u>0.00</u>
			60,836.01
		Balance per Cash Book is :-	60,836.01
		Difference is :-	0.00

Date: 19/12/2019

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Time: 12:43

Bank Reconciliation Statement as at 30/11/2019
for Cashbook 2 - Unity Deposit A/C

User: SLM

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Unity Bank Deposit	30/11/2019	63	122,267.06
			<u>122,267.06</u>
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			122,267.06
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			<u>0.00</u>
			122,267.06
		Balance per Cash Book is :-	122,267.06
		Difference is :-	0.00

Date: 19/12/2019	Compton Parish Council Current Year	Page 1
Time: 12:45	Bank Reconciliation Statement as at 30/11/2019 for Cashbook 3 - HSBC Current A/C	User: SLM

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
HSBC Current	30/11/2019	486	748.50
			<hr/> 748.50
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
		0.00	
			<hr/> 0.00
			748.50
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			<hr/> 0.00
			748.50
		Balance per Cash Book is :-	748.50
		Difference is :-	0.00

Date: 19/12/2019

Compton Parish Council Current Year

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Time: 13:00

Bank Reconciliation Statement as at 30/11/2019
for Cashbook 5 - Pockit Pre-Paid Debit Card

User: SLM

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Pockit Pre-paid Debit Card	30/11/2019		30.06
			<hr/> 30.06
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
		0.00	
			<hr/> 0.00
			30.06
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			<hr/> 0.00
			30.06
		Balance per Cash Book is :-	30.06
		Difference is :-	0.00

Compton Parish Council Current Year

Bank - Cash and Investment Reconciliation as at 4 November 2019

Confirmed Bank & Investment Balances

Bank Statement Balances

30/11/2019	Unity Bank Current	60,836.01	
30/11/2019	Unity Bank Deposit	122,267.06	
30/11/2019	HSBC Current	748.50	
30/09/2016	Alto prepaid debit card	0.00	
30/11/2019	Pockit Pre-paid Debit Card	30.06	
			183,881.63

Other Cash & Bank Balances

0.00

183,881.63

Receipts not on Bank Statement

0.00

Closing Balance

183,881.63

All Cash & Bank Accounts

Alto Pre-Paid Debit Card	0.00
HSBC Current A/C	748.50
Pockit Pre-Paid Debit Card	30.06
Unity Current A/C	60,836.01
Unity Deposit A/C	122,267.06
Other Cash & Bank Balances	0.00
Total Cash & Bank Balances	183,881.63
