

Compton and Shawford Parish Council

Minutes of the Compton and Shawford Parish Council Meeting held on Tuesday 4th January 2005 in the Compton Room, Shawford Parish Hall, starting at 7.15pm.

Present:

Mr. George Beckett (Chairman), Mrs. P. Caffyn, Mr. N. Campbell-White, Mr. J. Dolphin, Mrs. J. Ford, Mrs. J. Millar, Mrs. M. Shaw, Mr. T. Threlfall, Mr. A. Walmsley.

In attendance: County Councillor Mrs. Ann Bailey
Police Constable Mark Smith
0 Members of the Public

1. **Correspondence** - circulated to all members for their response.
The correspondence file containing the correspondence for the month of December 2004 was circulated to all Councillors who were in attendance.
2. **Apologies for absence.** There were no apologies for absence.
3. **Minutes** - To approve the minutes of the meeting held on 7th December 2004 (as circulated)
There were no changes/amendments requested.

Agreed:

The Parish Council agreed that the Minutes of the meeting held 7th December 2004, as circulated, were a true record of that meeting.

Proposed:- Cllr. J. Millar

Seconded:- Cllr. T. Threlfall

Vote :- Unanimous

The Chairman signed the minutes of the meeting held 7th December 2004, as being a true record of that meeting.

4. **Matters arising and Outstanding Action Points** - from minutes and not mentioned elsewhere on the Agenda.

Matters arising:

There were no matters arising.

Action Points:

Outstanding Action Points as at the time of this meeting were circulated prior to this meeting. P. Caffyn advised that "Action Point ID 391" had now been completed and can be removed from the list.

Consequently, the outstanding Action Points as a result of this meeting are as per Appendix "A".

The Meeting will be closed

Statements, Observations and Questions from Members of the Public will be received and addressed. Maximum of 15 minutes allowed.

There being no members of the Public in attendance there were no Statements, Observations or questions raised.

The Meeting will be re-opened.

5. **Police Report.**

Police Constable Mark Smith reported orally as follows:-

In the previous month there had been 1 theft from a motor vehicle

Taking of a bicycle without consent.

2 Criminal Damages being damage to a Taxi and a significant amount of graffiti at the entrance to Shepherds Down school, the M3 underpass and the Bus Shelter opposite Shepherds Lane.

With regard to the matter of the graffiti, there was some discussion, the main points being as follows:-

The Police suspect they know the identity of the culprit.

The nature of the graffiti was most distressing to the pupils and Parents of pupils at Shepherds Down School.

Much of the graffiti had been covered up by Mr. Tony Gazzard.

Contractors had been approached with a view to get the Graffiti cleaned off Parish Council property as soon as possible.

The cost of cleaning is understood to be £185-00 plus VAT.

Action:

Police Constable Mark Smith to report back to the Parish Council at the next meeting on the progress of prosecuting the culprit.

Police Constable Mark Smith also referenced the letter from his Superintendent, which was circulated at the Last meeting. It was considered that the outcome of the restructuring the management of the policing services in the area was good in part but also may have some drawbacks. In addition to the activities of PC Mark Smith, PC Nigel Megson and PC Carron Goode are designated alternate officers for Compton and Shawford. PC Mark Smith will continue as the prime point of contact between the Parish Council and the Police.

6. **County Councillor's Report.**

County Councillor Ann Bailey's report is as per Appendix "B".

County Councillor Ann Bailey added that Integra applied for planning permission to undertake movements at the Waste Recycling site in Poles Lane over the Christmas period. Whilst this application had been withdrawn, the situation will be monitored as a similar application for the Easter period is envisaged.

Cllr. A. Walmsley enquired as to whether the issues reported on by County Councillor Ann Bailey were of any particular relevance to the Parish Council and whether Councillor Bailey's report could be restricted to matters of direct relevance to the Parish Council. County Councillor Ann Bailey responded that she considered that all the issues reported on by herself were of direct relevance to the Parish Council.

7. **District Councillor's Report.**

District Councillor George Beckett had not submitted a written report, but reported orally as follows:-

The Freedom of Information Act in essence results in the same situation for Parish Councils as before.

The cost of supplying information under the Act by Winchester City Council has yet to be determined.

Winchester City Council's Budget deliberations are ongoing.

Two possibilities are emerging, one budget with an increase at the same rate of increase as inflation and one budget with an increase above the rate of inflation.

8. **Parish Transport Representative's Report.**

Cllr. J.Ford advised the meeting that she had heard of nothing to report.

General discussion covered the following matters:-

Bus Service.

The Bus Service into and out of Compton village appeared to be more numerous.

No further complaints had been received.

The Bus Service No. 47 is now Bus Service No. 1.

Train Service

Under the new Train Timetable the 8.54am train now runs at 8.58am, which results in a later time for arriving at Winchester Station causing the missing of connections.

In general the new Time Table is an improvement.

The Shawford Rail User Group have requested that anybody who have complaints about the new Time Table, to e-mail " info@saveshawford.co.uk " with their complaints/concerns.

It was concluded that the Parish Council need take no action at this time.

Action:

The Clerk to establish the formal channels through which representations can be made by a Statutory Body such as the Parish Council.

9. **Parish Tree Warden's/Parish Footpaths/Compton Lock Representative's Report.**
Cllr. T.Threlfall's report is as per Appendix "C".

Cllr. J.Dolphin advised the meeting that the Navigation near the Malms is very overgrown and asked whose responsibility it was to keep it clear. Failure to keep it clear causes it to flood and makes the adjacent fields water-logged. Cllr. Threlfall advised that clearance of the Navigation is the responsibility of the Department of the Environment. They know it is overflowing and it is doubtful if they will do anything about it.

Action:

Cllr. T.Threlfall to approach the Department of the Environment advising them that the Navigation is overgrown and flooding, requesting them to clear the navigation and thereby eliminate the flooding.

10. **Finance and Administration Committee. - Convenor's Report.**

Cllr. N.Campbell-White's report is as per Appendix "D".

a) Parish Accounts - Cheques for payment

The state of the Parish Council Accounts as at the date of this meeting was as per Appendix "E".

Cheques issued since the last Parish Council meeting were as per Appendix "F".

b) Financial Regulations.

Covered within Cllr. N.Campbell-White's report, Appendix "D". The Finance and Administration Committee recommends the adoption of the document, which has resulted from extensive work by the Clerk and the Finance and Administration Committee.

Agreed:

The Parish Council approves and adopts the Financial Regulations as approved and recommended to the Parish Council by the Finance and Administration Committee."

Proposed: Cllr. N.Campbell-White

Seconded: Cllr J.Ford.

Vote: Unanimous.

Cllr. N.Campbell-White expressed his thanks to the Clerk and members of the Finance and Administration Committee who made input to this issue.

c) Clerk – Review of Terms of Employment

Covered within Cllr. N.Campbell-White's report, Appendix "D".

Agreed:

The Clerks terms of employment to be amended to reflect the following:-

- Hours to be reduced from 15 hours per week to 12 hours per week.
- The Clerk allowed to be away for periods totalling more than one month per annum – usually in periods of up to 2 weeks at a time throughout the year.
- Such periods not to impact the week before and the week after the monthly Parish Council meetings.
- The clerical work of the Parish Council to be undertaken to the same extent as at present, albeit concentrated into the periods when the Clerk is at home.
- The above to take effect as from the 1st January 2005.
- The Clerks salary to be increased in accordance with the national scale – SCP18 to SCP19 – to take effect as from 1st April 2005.

Proposed: Cllr. N.Campbell-White

Seconded: Cllr. G.Beckett

Vote: Unanimous.

d) Budgets for 2005/2006

Covered within Cllr. N.Campbell-White's report, Appendix "D".

The proposed Budgets for the Financial Year 2005/2006 were circulated prior to the meeting, these are as per Appendix "G". It was commented that the proposed Budgets made no allowance for the Parish Project – Restoration of the Victorian Jubilee Memorial. It was pointed out that grants for such projects from WDAPC are no longer available, but grants from other sources would have to be found.

Agreed:

The Parish Council approves and adopts the Budgets for the Financial Year 2005 to 2006, as circulated, and which have been approved and recommended to the Parish Council by the Finance and Administration Committee, in the sum of £24561-00.

Proposed: Cllr. N.Campbell-White

Seconded: Cllr. P.Caffyn

Vote: Unanimous.

e) Jubilee Pavilion

Retention Monies.

Snagging List – position to-date.

Covered within Cllr. N.Campbell-White's report, Appendix "D".

It was pointed out that the Issue of the Car Park is to be separated from issues relating to outstanding snags with the Jubilee Pavilion. Other matters were discussed encompassing the following:

The problems regarding the drains and water flows in the shower rooms have yet to be finalised. These problems could be considered serious.

It was emphasised that the retention monies must not be released to the builder until all the outstanding issues have been resolved. The Builder is aware of this.

b) Jubilee Pavilion – Car Park.

- Drainage and entrance drive – position to-date

- Gyory Self's proposal - £975 for an engineering solution to above.

- Proposed new Car Park.

Covered within Cllr. N.Campbell-White's report, Appendix "D".

Significant discussion on the subject took place, the salient points being as follows:-

The original proposals have been withdrawn due to non-agreement by the Sports Club and a local resident.

A public meeting is to be held at which the views of all interested parties can be heard.

Any extension to the existing Car Park would best be undertaken at the same time as any remedial work to the existing Car Park.

The question of the covenant on the trees has to yet be resolved.

The Sports Club have produced their proposals.

It was questioned whether the Parish Council should prepare an alternate proposal to put before the Public Meeting which would constitute the Parish Council's preferred solution.

It was accepted that the Parish Council should prepare a possible solution, but such a solution should not be forced through. The wishes of the tenant and local residents must be taken into account.

The Finance and Administration Committee had agreed that a possible solution was for formalising the Car Parking south of the Pavilion, near the Tennis Courts together with extending the Car Park north to a point level with the back wall of the Equipment Storage shed.

Whatever the final solution is, the cost factor must be taken into account.

Agreed:

As a restriction on any proposal for extending the Car Park at the Jubilee Pavilion, the Parish Council prefer not to extend the Car Park to the north beyond the Equipment Storage Shed, only up to a point level with the back wall of the Equipment Storage shed would be acceptable. Additionally, limitations for encroaching upon the eastern bund exists as that is the subject of a planning condition.

Proposed: Cllr. G.Beckett

Seconded: Cllr. J.Dolphin

Vote for: 8 votes

Abstention: 1 vote.

Action:

Cllr. G.Beckett to correspond with the Department of Transport in order to release the Parish Council from the covenant placed upon certain trees and shrubbery currently on the "Reclaimed Land" in preparation for any possible extension of the Car Park at the Jubilee Pavilion.

c) Audit Commission

External Audit charge of £1250-00 – position on our complaints.

Internal Audit Fee of £450-00 – possible savings for next year to be investigated.

Covered within Cllr. N.Campbell-White's report, Appendix "D".

Cllr N.Campbell-White expressed his thanks to the Clerk for his work in getting the External Audit Fees reduced.

f) Lease of Additional Land to Tennis Club

Proposal that charge for the Land leased to the Tennis Club in October 2004 be implemented 5th April 2005 irrespective of state of 3rd Court.

Covered within Cllr. N.Campbell-White's report, Appendix "D".

Agreed:

The Parish Council agree to charge the Tennis Club, in accordance with the Lease between the Compton and Shawford Lawn Tennis Club and the Parish Council, the full rent for the land Leased to the Tennis Club at Memorial Playing Fields, regardless as to whether the Third Tennis Court is constructed or not. This charge will commence on the 5th April 2005.

Vote: By a show of hands – unanimous.

g) Fidelity Guarantee Insurance.

Covered within Cllr. N.Campbell-White's report, Appendix "D".

h) Increase of Rent payable by CASCA for Shawford Parish Hall.

It was questioned why the rent payable by CASCA to the Parish Council was a subsidised rent when CASCA had been able to build up significant reserves. Cllr N.Campbell-White advised that CASCA's reserves are needed to cover any major maintenance issue, such issues being likely to arise, as the building is an old building, built in Victorian times. However, notwithstanding this, Cllr. Campbell-White had negotiated a rent increase of £300-00 per annum.

Agreed:

The Parish Council agrees to the rent increase payable by CASCA to the Parish Council. The Total rent payable by CASCA to the Parish Council will be £312-00 per annum, payable as from 5th April 2005.

Vote: By a show of hands – Unanimous.

Cllr. N.Campbell-White advised the meeting that as a result of recent deliberations on the new Financial Regulations, the subject of "Disaster Recovery" had been raised. This subject needed to be addressed by the Parish Council.

Action:

Cllr. J.Dolphin to produce a short paper covering his proposals for "Disaster Recovery" in respect of the Parish Council.

11. Planning Committee. - Convenor's report.

Cllr. A.Walmsley's report is as per Appendix "H".

a) Applications and decisions.

Applications and Decisions for the month of December 2004 are as per Appendix "I".

Some discussion on Planning issues ensued, the salient points being as follows:-

Beechcroft, Compton Street.

Cllr. A.Walmsley and Cllr. G.Beckett attended the Planning Development Control Committee meeting which considered the Planning Application for Beechcroft, Compton Street, Compton.

The Planning Application was granted unanimously despite objections from the Parish Council.

Unfortunately, there was no other objector attending the Planning Development Control Committee meeting to make their points.

It was questioned whether there was any benefit in having a Conservation Area, when the planners give permission for development regardless.

It was pointed out that a Conservation Area development requires closer scrutiny than otherwise might be the case.

It would appear that the Planners are being seduced by design rather than addressing the issue of principle.

Traffic considerations appear not to be taken into account.

It was considered that the granting of this Application might not set a precedent, however, the Parish Council will have to take a different approach with similar applications in the future.

The Martins Close application is to come before the Planning Development Control Committee shortly.

Balmoral, Fairfield Road.

Cllr. J.Millar wishes to review the plans for this proposed development as she has had enquiries from Mr. & Mrs. Glenday, neighbours to the proposed development.

If felt appropriate, the Parish Council could only make comment and not object.

Comments to the Planners at Winchester City Council have little or no effect.

In essence, the Parish Council does not have a view on this proposed development as it has little impact.

12. Playing Fields Management Committee. - Convenor's report.

Cllr. M.Shaw had not submitted a written report, but reported orally as follows:-

(a) Golf Practice On Playing Fields – Notices.

The required notices were passed to Cllr. N.Campbell-White who said he would install them when time permitted. An outstanding Action Point - ID 378 – exists.

(b) Boundary Netting – Compton Street Play Area

Cllr. M.Shaw advised the meeting that the contractor had advised that the work would be undertaken on the 20th December 2004. To-date nothing had been done.

Action:

The Clerk to press White & Etherington undertake the work covering the extending of the height of the fencing at the Children's Play Area, Compton Street.

(c) New Children's Slide – Compton Street Play Area

The new Children's slide has been installed by Playdale at the children's Play Area, Compton Street, Compton. The seats within the new slide have yet to be received and installed, therefore Payment to Playdale will be delayed until these have been installed.

(d) Cricket Nets – Memorial Playing Field.

Cllr. M.Shaw advised that the previously accepted Quote from Hucks Nets was produced with an error. Huck Nets advise that they cannot comply with this incorrect quotation and apologise for their error.

Action:

The Clerk to establish if the quotations concerning the provision and installation of Cricket Nets, received from the other two potential suppliers, are still valid, if not obtain fresh quotations.

Action:

Cllr. M.Shaw and the Playing Fields Management Committee to review the quotations for the provision of Cricket Nets at the Memorial Playing Field and providing the cost does not exceed £6000-00 proceed with accept the appropriate Quotation and arrange installation. If the appropriate Quotation exceeds £6000-00, the matter must be put to the full Parish Council for resolution on the funding question before any further action is taken.

Cllr. M.Shaw raised her proposal for a BMX cycle track on the land to the north of the Jubilee Pavilion Car Park. Some discussion took place, the main points being as follows:-

Cllr. Shaw and Cllr J.Ford had not had time to progress the matter so far.
The possibility of undertaking a questionnaire to establish a need is being considered.

Such a questionnaire could be routed through Compton Primary School, but it should be made clear that the respondents should be resident in Compton and Shawford.

Clear proposals will be required to support a questionnaire.

The Sports Club should be consulted and clear proposals will be required to undertake this.

The subject is left with Cllr. M.Shaw and Cllr. J.Ford to progress.

13. **Parish Hall.**

(a) **Replacement CASCA Chairman and Treasurer.**

Cllr. J.Millar had not submitted a written report, but reported orally as follows:

A meeting with the new CASCA Treasurer had taken place, the new Treasurer being Madeline Denmead of Kingsmere Meadow, Bridge Lane, Shawford.

Phillip Gorrod is working with Madeline Denmead during a hand over period.

The appointment of a new CASCA Chairman is still outstanding.

It was suggested that Mr. John Griffiths be approached by individual members of the Parish Council, with a view to his taking on the role of CASCA Chairman.

The CASCA Quiz night is to be 11th March 2005 and it is hoped that a Parish Council Team can take part.

14. **Highways, Byways, M3 and Environment Committee – Convenor’s report.**

Cllr. P.Caffyn's report is as per Appendix "J".

Cllr. P.Caffyn raised the matter of County Councillor Ann Bailey's project concerning the M3 motorway noise issue. Cllr. Caffyn advised the meeting that Shepherds Down School is setting up a small committee to represent the interests of Shepherds Down School. On this committee, one of its members is a civil engineer who advises that the defending of Shepherds Down School does not necessarily impact other areas of the Parish as was considered possible when previously discussed by the Parish Council. It was stated that Shepherds Down School needed a solution to this problem now.

Some further discussion on the matter of Graffiti at the entrance to Shepherds Down School, the M3 underpass and the Bus Shelter, took place as follows:-

Cllr P.Caffyn was very concerned as the graffiti seemed to be targeted.

The culprit is known to the police and it is hoped action will be taken.

The cost of clean up is significant, cleaning the Subway and Bus Shelter being £185-00 plus VAT. Authority to proceed with this is given automatically.

The possibility of recouping this cost from the Parents of the culprit will be considered on the advice from the Police.

15. **Refurbishment of Victorian Drinking Fountain.**

Cllr. P.Caffyn advised the meeting that the residents are happy with the proposed tree work in relation to the restoration of the Victorian Jubilee Memorial. Such tree works should be progressed as soon as possible.

Action:

Cllr. N.Campbell-White to initiate the Tree work necessary as a precursor to the refurbishment of the Victorian Jubilee Memorial.

Cllr. P.Caffyn advised that a second quotation for the refurbishment of the Victorian Jubilee Memorial is still awaited.

17. **Date of Next Meeting.**

~~1st~~ February 2005.

Deleted: 2nd

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Compton and Shawford Parish Council

Minutes of the Compton and Shawford Parish Council Meeting held on Tuesday 1st February 2005 in the Compton Room, Shawford Parish Hall, starting at 7.15pm.

Present:

Mr.George Beckett (Chairman), Mrs. P.Caffyn, Mr.N.Campbell-White, Mr.J.Dolphin, Mrs. J.Millar, Mrs. M.Shaw, Mr. T.Threlfall, Mr. A.Walmsley.

In attendance: 3 Members of the Public

The Chairman, Cllr. G.Beckett, regretfully announced the resignation from the Parish Council of Councillor Mrs. Joanne Ford. The resignation is due to personal reasons. As a result of this resignation, the procedures as outlined in Appendix "A" are to be implemented on 2nd February 2005.

Action:

Cllr. G.Beckett to write a letter to Mrs Joanne Ford, expressing the Parish Council's regret at her resignation and to thank her for her work on the Parish Council.

Action:

The Clerk to initiate the procedures for "Filling a Casual Vacancy on the Parish Council" on Wednesday 2nd February 2005.

1. **Correspondence** - circulated to all members for their response.
The correspondence file containing the correspondence for the month of January 2005 was circulated to all Councillors who were in attendance.
2. **Apologies for absence.** County Councillor Ann Bailey
Police Constable Mark Smith.
3. **Minutes** - To approve the minutes of the meeting held on 4th January 2005 (as circulated)
The Clerk pointed out that the date for the next meeting was erroneously shown as being 2nd February 2005, whereas it should read 1st February 2005. The Minutes were duly amended. There were no other changes or amendments requested.

Agreed:

The Parish Council agreed that the Minutes of the meeting held 4th January 2005, as circulated and incorporating the above correction, were a true record of that meeting.

Proposed:- Cllr. P.Caffyn

Seconded:- Cllr. N.Campbell-White

Vote :- Unanimous

The Chairman signed the minutes of the meeting held 4th January 2005, as being a true record of that meeting.

4. **Matters arising and Outstanding Action Points** - from minutes and not mentioned elsewhere on the Agenda.

Matters arising:

There were no matters arising.

Cllr. N.Campbell-White had previously requested that the subject of "Aircraft Noise" be placed on the Agenda, but to-date it had not appeared as such.

Action:

The Clerk to place the subject of "Aircraft Noise" on the Agenda for the March 2005 Parish Council meeting.

Cllr. G.Beckett advised that he would arrange for a report to be prepared by the Parish Council Aircraft/Airport representative for the March 2005 meeting.

Action:

Cllr. G.Beckett will arrange for a report to be prepared by Mr Robin Tice/Mr Murray Macmillan, detailing the current position on the issue of Aircraft Noise, such a report to be submitted for consideration at the March 2005 Parish Council meeting.

Action Points:

Outstanding Action Points as at the time of this meeting were circulated prior to this meeting. Consequently, the outstanding Action Points as a result of this meeting are as per Appendix "B".

The Meeting will be closed

Statements, Observations and Questions from Members of the Public will be received and addressed. Maximum of 15 minutes allowed.

There were no statements, observations or questions raised by members of the Public.

The Meeting will be re-opened.

5. Police Report.

Police Constable Mark Smith was not in attendance, but had submitted a written report which is as per Appendix "C".

(a) Graffiti – apprehension of the culprit.

Item covered within Police Constable Mark Smith's report, Appendix "C".

6. County Councillor's Report.

County Councillor Ann Bailey was not in attendance and had not submitted a written report. However, she sent a message via the Clerk to the effect that Traffic Lights would again be appearing on Otterbourne Road during the resurfacing work on the pavements. Such work is anticipated to take place before April 2005.

7. District Councillor's Report.

District Councillor George Beckett's report is as per Appendix "D".

With regard to the issue of "Loss of Money by Winchester City Council", Cllr Beckett outlined the situation and advised that a report is awaited from the Chief Financial Officer, Winchester City Council.

8. Parish Transport Representative's Report.

With the resignation of Cllr. J.Ford, there was no report covering Transport Issues.

Pending the appointment of a new Transport Representative, it was determined that somebody should act as a temporary "Liaison Officer" in respect of Transport issues.

Agreed:

Cllr. M.Shaw to act as the temporary Liaison Officer on all matters relating to Transport.

Vote: By a show of hands, unanimous.

9. Parish Tree Warden's/Parish Footpaths/Compton Lock Representative's Report.

Cllr. T.Threlfall's report is as per Appendix "E".

(a) Itchen Navigation – clearance by Department of Environment.

Issue covered within Cllr. Threlfall's report, Appendix "E".

With regard to the £48,000 which the Hampshire Wildlife Trust has received from the Heritage Lottery Fund, Cllr. G.Beckett enquired as to whether the Parish Council would be able to have access to some of the funds for remedial work on the Towpath. Cllr. Threlfall advised that the monies received by the Hampshire Wildlife Trust is not for use by parish Councils. However, the state of the Towpath will be brought to the attention of Hampshire Wildlife Trust and as they are keen to encourage access to the countryside, it is thought that they will look favourably on the question of remedial work on the Towpath.

10. Finance and Administration Committee. - Convenor's Report.

Cllr. N.Campbell-White had not submitted a written report, but reported orally as follows.

a) Parish Accounts - Cheques for payment

The state of the Parish Council Accounts as at the date of this meeting was as per Appendix "F".

Cheques issued since the last Parish Council meeting were as per Appendix "G".

b) Jubilee Pavilion – Snagging List – update.

Cllr. N.Campbell-White advised the following in respect of the main outstanding on the "Snagging List":

A meeting with Gentle Associates and Wilding Butler construction was held on 20th January 2005 and was considered to be very co-operative.

The Builder is not anxious about receiving the outstanding "Retention Monies", but is keen to resolve/remedy all of the outstanding issues.

The problems with the drains in the Showers have yet to be resolved by the builder, a remedy should be in place within the next two months.

The floors in the changing rooms were "set" level without any "lip" into the showers, this being in accordance with health and safety together with disabled access requirements. Accordingly, the proposal to "hose" down the changing room floors results in "ponding", therefore such hose-ing down of the floors is compounding the problems.

The problem of the PIR lighting outside the Jubilee Pavilion is possibly a design fault and a solution is being sought.

Gentle Associates have published a list of twelve issues to be resolved.

Work continues to resolve all the outstanding issues, part payment of the Retention Monies may be appropriate.

c) Jubilee Pavilion – Car Park extension.

The matter of the Jubilee Pavilion Car Park extension was the subject of significant discussion. A Public Meeting was held on the 25th January 2005, at which members of the Public, the Sports Club and a special "Ad Hoc" Committee of Parish Councillors were invited to express their views. A report of that meeting is as per Appendix "H".

The salient points of the discussions were as follows:

At the Public Meeting, certain aspects of the issue came to light, which were not previously appreciated by Cllr. G.Beckett.

It was evident that more car parking spaces are required than were previously envisaged by the Parish Council.

This number of spaces may well increase as and when the Sports Club realise greater success.

It is essential that car parking on the Memorial Playing Field and surrounding roads must be avoided and it is the Parish Council's responsibility to address this matter.

Consequently, the Sports Club's proposal and position is considered powerful.

Utilisation of land to the north of the existing Car Park is of concern as it may well preclude the use of that land for other, as yet un-identified, projects/facilities.

It was pointed out that at the Parish Council meeting held on 4th February 2003 that a total project cost for the Jubilee Pavilion was agreed at £399,225-00. The expenditure to date, plus the retention monies yet to be paid together with "ear-marked" landscaping costs already exceeds this figure.

Any further expenditure such as the Car Park extension will necessitate a formal motion for the Parish Council to vote upon, which must be published prior to the motion being considered.

The anticipated costs of the proposed Car Park extension are envisaged to be approximately as per Appendix "I".

It is apparent that a "Compromise" needs to be pursued.

Some members were unhappy to "throw more money" at facilities for the Sports Club.

Whilst use of the Open Space Fund could be considered, it was felt that this would not be appropriate in the longer term. Additionally, concern was expressed that the Tax Payers money in the form of the Open Spaces Fund should be used for the benefit of one section of the Community and not for the whole Community.

It would be of assistance if the Sports Club could make a contribution.

It is difficult to balance the need for Car Parking with the potential use of the land, which the extended Car Park will consume.

A staged approach towards achieving the proposed extended Car Park was believed to be the right way to proceed.

The Sports Club have not defined the type of surfacing that should be incorporated into the extended Car Park, but have stated a preference for "hoggin" to match the existing Car Park.

Agreed:

The Parish Council agrees to work towards the provision of an extended Car Park as per the Car Park Extension proposals, as put forward by the Sports Club, at the Jubilee Pavilion, but not necessarily immediately either in total or in part. The timescale of implementation together with type of Car Park surfacing to be dependant upon Costs and when funds to meet those costs are made available.

Vote for: 6 votes

Votes against: 0 votes

Abstentions: 2 votes

Action:

The Chairman, Cllr. G.Beckett, to place a motion on the Agenda for the March Parish Council meeting, which in effect will enable the Parish Council to vote upon increased expenditure for the Jubilee Pavilion, which is over and above the "capped" costs of £399,225-00 previously agreed.

Action:

Cllr. G.Beckett to draft a letter to the Sports Club to the effect that the Parish Council accepts the Sports Club's proposal for extending the Jubilee Pavilion Car Park, but implementation will be undertaken in a timescale and with a surface to be determined by the Parish Council. The cost of the total Car Park extension is anticipated to be £11,500-00, which exceeds original budgets and for which total funding has not been identified.

Cllr. N.Campbell-White requested that he has some assistance in the task of determine precise costs of the Car Park extension proposals.

Action:

Cllr. A. Walmsley to assist Cllr. N.Campbell-White in determining suitable surfaces for the extensions to the Jubilee Pavilion Car Park and to assist in determining the precise costs for each element.

d) Disaster Recovery.

Cllr. J.Dolphin circulated a note to all Councillors covering suggested procedures covering the issue of "Disaster Recovery". As the Finance and Administration Committee had not had time to consider the implications of the suggestions made in Cllr. Dolphin's note, the matter was deferred until the March 2005 Parish Council meeting.

11. Planning Committee. - Convenor's report.

Cllr. A.Walmsley's report is as per Appendix "J".

a) Applications and decisions.

Applications and Decisions for the month of January 2005 are as per Appendix "K".

b) Local Area Design Statement – Compton Down

c) Compton Primary School

Cllr. A.Walmsley advised the meeting that there were two issues concerning Compton Primary School:

Declaration of Interest

Cllr. J.Dolphin, being on the Board of School Governors of Compton Primary School, declared an interest.

i. Classroom extension.

Planning application submitted

There were no perceived problems from the Parish Council perspective.

Accordingly, Cllr. Walmsley had determined that there was no reason to comment.

ii. Altered access to Compton Primary School.

A letter had been received from Mrs. Sollom, Headteacher, Compton Primary School, setting out proposals to move the access point to the School.

The proposal is to move the point of access to Compton Primary School in order to conform to Health and safety together with the needs of the disabled.

It was considered that the proposal may cause Parking problems when the children are being dropped off/picked up from Compton Primary School.

The proposed re-siting of the access will possibly cause the parking problem to be moved towards the main road.

Some Parking restrictions need to be imposed as part of the proposal.

The issue needs to be investigated by the Highways Authority.

It was thought that Planning Permission will not be needed.

Action:

Cllr. G.Beckett to draft a letter in response to Mrs. Sollom, Compton Primary School, that on the proviso that Parking problems on the road, which are the responsibility of the Highways Authority, are addressed, then the Parish Council has no comment to make.

The matter of the re-instatement of the hedge was raised. This was something that the School was to attend to but had never done so.

Action:

Cllr. G.Beckett, when drafting a letter to Mrs. Sollom, Compton Primary School, concerning the re-siting of the School access, to also raise the matter of re-instating the Hedge in accordance with previous undertakings.

d) Warners Farm, Place Lane.

Cllr. A.Walmsley advised the meeting that the scale and mass of the proposed extension are inappropriate to the Conservation Area. The plans are not sufficiently detailed. The drawings do not make clear how this differs from the earlier permission which this seeks to amend. The application does not indicate that it affects the setting of a Right of Way. Accordingly, Cllr. Walmsley stated that he would be objecting to the Planning Application.

Cllr. A.Walmsley raised the matter of a "Community Room/Parish Office" as proposed by the Rector, the Rev. Paul Baird in a letter he had sent to some Parish Councillors.

Declaration of Interest.

Cllr. G.Beckett, Cllr. A.Walmsley, Cllr. J.Millar and Cllr. J.Dolphin declared an interest in this subject in that they are all "Sidesmen/Officers" of the Church.

Significant discussion ensued, the salient points being as follows:-

A meeting with Rev. Baird had taken place on-site.

It is proposed that a Church Room/Community Room/Parish Office be constructed.

Certain trees in the Churchyard will need to be removed if development is to take place. Any development will require the trees to be removed.

A meeting with the Tree Officer, Planning Department, Winchester City Council, is to be undertaken by the Rev. Baird.

It was not clear what the Rev. Baird was asking of the Parish Council, but it was thought that he is seeking guidance and support from the Parish Council in his proposed development and support for the eventual Planning Application yet to be submitted to Winchester City Council.

The trees in question are primarily 300 to 400 years old and which are possibly in a bad state of health.

There is no other sensible alternative for the proposed development.

The proposed room should not be referred to as a "Parish Office" as this will lead to confusion with the Parish Council and its office. It should be referred to as the "Community Room".

It is proposed to have the proposed Community Room open every day and manned by two paid employees.

The Compton Primary School will be able to use the Community Room.

The possibility of opening a Post Office in the proposed Community Room is also part of the proposal.

There were differing views on the removal of the trees.

Whilst it was thought that the Parish Council should take a position on the removal of the trees in question, it was evident that the professional advice from the Tree Officer, Planning Department, Winchester City Council, should be waited for prior to taking a position. Being a conservation area together with Tree Preservation Orders applicable to such trees, the Parish Council cannot yet take a position.

Action:

Cllr. G.Beckett, in his capacity as City Councillor, to make informal enquiries with Mr. Michael Edwards, Arboricultural Officer, Winchester City Council, as to the views of the Planning Department in respect of removing the trees in Compton Churchyard in preparation for the proposed development of a Community Room at Compton Church.

GEORGE – I do think that this is exceptional as such actions would not normally be formally considered with any other PROPOSED Planning Application. As 4 councillors declared an interest (I suggest it is a “prejudicial interest”) it was wrong for them to discuss the issue in Council, and it would be wrong for you to approach Michael Edwards in your capacity as City Councillor.

Agreed:

The Parish Council agrees to support the Rector, Rev. Paul Baird, in his proposals to develop a Community Room at Compton Church, providing the question of the removal of the trees that need to be removed in order for the development to take place, is satisfactorily answered and approved by Winchester City Council.

Proposed: Cllr. N.Campbell-White

Seconded: Cllr. J.Dolphin.

Vote: Unanimous.

George – I believe the Parish Council is wrong to formally support this proposed development in this way as, to my knowledge, no formal agreement to a proposed development has been made by the Parish Council in the past, before a Planning Application has been submitted to W.C.C. The best the Parish Council should do is once the tree question has been satisfactorily resolved, the Parish Council should make no comment as it would not be objecting. Proactive support in this way is, I believe, wrong. Again, accusations of vested interests will arise. The vote was made when 4 councillors had declared an interest (“prejudicial interest” and therefore should not have taken part in discussion or vote).

Action:

Cllr. G.Beckett to draft a letter to the Rev. Paul Baird, in response to his letter, advising him that the Parish Council supports the proposed development of a Community Room at Compton Church, providing that professional advice from the Arboricultural Officer, Winchester City Council, supports the removal of the trees which presently prevent the proposed development.

George – I believe you would be wrong to draft this letter – “Prejudicial Interest” questions arise. I have only undertaken a preliminary research into the question and procedure of “Prejudicial Interest”, but indications appear that the subject should not have been discussed as was, and should not be voted upon by Councillors who declared an interest.

12. Playing Fields Management Committee. - Convenor's report.

Cllr. M.Shaw had not submitted a written report, but reported orally as follows:

(a) Golf Practice On Playing Fields – Notices.

The notices have been passed to Cllr. N.Campbell-White who will arrange for them to be put up when time allows.

(b) Cricket Nets – Memorial Playing Field.

With the problem of the incorrect quotation received, new quotations are being sought. Two have been received and a third is awaited.

Additionally, Cllr. M.Shaw advised the meeting of the following:

Arrangements for the Inspection of the Children’s Play Areas have been put in hand by the Clerk.

The heightening of the fence at the Compton Street play area has been completed.

The installation of the new "slide" at the Compton Street Play Area has been completed and the final payment to Playdale made.

With the agreement to extend the Car Park to the north of the Jubilee Pavilion, Cllr. Shaw had determined that there was little support for her proposal to investigate the matter of a proposed BMX Cycle track on that piece of land. Accordingly, the matter will not be pursued at the present time.

Cllr. M.Shaw raised the issue of assisting the Tennis Club financially, out of the Open Spaces Fund, for the following matters:-

- i. Construction of the tarmac footpath from the proposed car parking south of the Jubilee Pavilion to the Tennis Courts.
- ii. The laying of a "hard standing" area just outside the Tennis Court gate to prevent mud etc., being carried onto the Tennis Courts.
- iii. Construction of steps and connecting pathway to the above mentioned tarmac footpath from the Jubilee Pavilion.
- iv. Landscaping/paving the strip of land between the existing Tennis Courts and the proposed third Tennis Court.

Extensive discussion on this subject took place, the main points being as follows:

Cllr. Shaw had suggested to the Tennis Club that the Parish Council may agree to fund in total the above outlined works out of the Open Spaces Fund. The Tennis Club has not asked for such funding.

Accordingly, Cllr. Shaw raised the matter seeking the Parish Council's approval for the expenditure of approximately £3,700-00 (???) out of the Open Space Fund.

Cllr. Shaw had ascertained that the Sports Club would be happy for the Parish Council to pay for these works.

It was commented that it was always the Parish Council's understanding that the Tennis Club were to fund and implement the above works out of their own funds.

The work on the land between the Tennis Courts is part of the conditions as outlined in the Tennis Club lease and as such is the responsibility of the Tennis Club.

Only if the Tennis Club's accounts confirm that the Tennis Club cannot afford such work, should the Parish Council consider the issue.

Provision of Cricket Nets does not necessarily set a precedent as the proposed Cricket Nets will be open for general Public use.

It would be wrong and short sighted to use the Open Space Fund for such matters, it is wrong to "dip" into the Open Space Fund for each and every proposed maintenance issue.

The Parish Council must not be seen to "fritter away" Taxpayer's money, which would be for the benefit of only a few Parishioners, not the Community as a whole.

The Jubilee Pavilion and associated works project was "capped" and that capped figure has already been exceeded.

Concerns were expressed in that yet more funding is being proposed for just one area of the Parish for the benefit of one section of the Community, who are not all resident in the Parish.

The Open Space Fund should be utilised for "Capital Projects" rather than for matters, which should be funded by specific fund raising. Capital Projects being projects that benefit the Community as a whole and which are for the long term.

The Parish Council needs to put in place clear guidelines under which use of the Open Space Fund can be considered.

Action:

Cllr. N.Campbell-White, together with the Finance and Administration Committee to draw up clear guidelines for the use of the Open Space Fund, such guidelines to be ratified by the Parish Council prior to their implementation.

It was pointed out that The Parish Council do not deal direct with individual sections of the Sports Club on such matters. Any issue of this nature should be routed through the Sports Club who is the Tennant of the Memorial Playing field.

Action:

Cllr. M.Shaw to arrange for the informal suggestion for funding the items listed below, to be put in writing to the Parish Council by the Sports Club, for formal consideration by the full Parish Council.

- i. Construction of the tarmac footpath from the proposed car parking south of the Jubilee Pavilion to the Tennis Courts.
- ii. The laying of a "hard standing" area just outside the Tennis Court gate to prevent mud etc., being carried onto the Tennis Courts.
- iii. Construction of steps and connecting pathway to the above mentioned tarmac footpath from the Jubilee Pavilion.
- iv. Landscaping/paving the strip of land between the existing Tennis Courts and the proposed third Tennis Court.

13. Parish Hall.

(a) Report from our rep on CASCA Management

Cllr. J.Millar's report is as per Appendix "L".

(b) Replacement CASCA Chairman.

Cllr. Millar advised the meeting that Mr. John Griffiths had agreed to take on the role of Chairman of CASCA.

Action:

Cllr. G.Beckett to draft a letter on behalf of the Parish Council, congratulating Mr John Griffiths on his appointment as Chairman of CASCA.

Cllr. Millar also drew member's attention to the "Quiz Night" to be held on 11th March 2005 and mentioned that as yet there was no Parish Council team organised for this event.

14. Highways, Byways, M3 and Environment Committee – Convenor's report.

Cllr. P.Caffyn's report is as per Appendix "M"

With regard to the Memorial Bench Seat that Mrs. Joyce Baxter wishes to donate, the meeting was advised by Cllr. Caffyn of the following:

Removal of the existing dilapidated Bench Seat donated by the Woman's Institute would be very difficult.

This bench seat could be repaired, it only needs a new back.

It is proposed to suggest an alternate site for the bench seat to be donated by Mrs. Baxter.

The Rector would be happy for such a donated bench seat to be placed within the Churchyard.

Action:

Cllr. P.Caffyn to write to Mrs. Joyce Baxter making the revised suggestion that her proposed donation of a memorial Bench Seat now be place in the Compton Churchyard

Cllr. Caffyn raised the issue of the road to the Malms development, the salient points being as follows:-

There have been several problems concerning damage caused by Contractor's lorries using this road to and from the Malms development.

Members were requested to "keep an eye" on such vehicular movements and to record details when any damage occurred.

It was pointed out that the Farmer, Mr. Mike Baird, had had a "falling out" with the contractors using the road.

It had been requested that advertising hoardings be erected, advertising the apartments at the Malms development. As such hoardings would be placed upon private land, it was considered that nothing could be done about this.

Action:

Cllr. N.Campbell-White to draft a letter to the Contractor at the Malms development, expressing the Parish Council's concern over the damage done to the road and requesting assurance that the road will be re-instated. This to put on record with the Contractor, the Parish Council's concerns.

With regard to the Footpath across Shawford Down, Mr. David Ball of The Countryside Service, Hampshire County Council, has confirmed that the matter will be attended to.

15. Refurbishment of Victorian Drinking Fountain.

Cllr. P.Caffyn advised the meeting that in order to carry out the necessary tree work on trees surrounding the Victorian Memorial, a Planning Application had been submitted to Winchester City Council. Notification had been received in response that if nothing is heard on this subject before the 2nd March 2005, then the proposed work may be undertaken.

16. Train Timetables – Shawford Station.

Cllr. J.Dolphin advised the meeting that the “Shawford Rail Users Group” had been informed of the Parish Council’s interest in this matter and that no further action need be undertaken by the Parish Council. The subject will therefore be removed from the Agenda.

17. Annual Parish Assembly – Date.

The date for the Annual Parish Assembly needs to be determined. This is dependant upon the availability of the Parish Hall. It was suggested that the week commencing 25th April 2005 would be convenient, preferably the Tuesday, Wednesday or Thursday.

Action:

Cllr. J.Millar to determine and book the Parish Hall for the Annual Parish Assembly for sometime during the week commencing 25th April 2005 and advise members of the booking by Friday 4th February 2005.

A.O.B.

Cllr. J.Millar advised the meeting that there is planned to be a Service of Celebration on the 7th May 2005 at Compton Church, covering all those who were married at Compton Church. Members were asked to advise the organisers of any persons who were married at Compton Church so that they can be included.

Action:

The Clerk to publicise the Service of Celebration of people who were married at Compton Church, in the article reporting this Parish Council meeting to be published in the Hampshire Chronicle.

18. Date of Next Meeting.

1st March 2005.

Compton and Shawford Parish Council

Minutes of the Compton and Shawford Parish Council Meeting held on Tuesday 1st March 2005 in the Compton Room, Shawford Parish Hall, starting at 7.15pm.

Present:

Mr.George Beckett (Chairman), Mrs. P.Caffyn, Mr.N.Campbell-White, Mr.J.Dolphin, Mrs. J.Millar, Mrs. M.Shaw, Mr. A.Walmsley.

In attendance: District Councillor Murray Macmillan
Police Constable Nigel Megson.
3 Members of the Public

1. **Correspondence** - circulated to all members for their response.
The correspondence file containing the correspondence for the month of February 2005 was circulated to all Councillors who were in attendance.
2. **Apologies for absence.** County Councillor Ann Bailey
Cllr. Mr. T.Threlfall
3. **Minutes** - To approve the minutes of the meeting held on 1st February 2005 (as circulated)
There were no changes or amendments requested.

Agreed:

The Parish Council agreed that the Minutes of the meeting held 1st February 2005, as circulated, were a true record of that meeting.

Proposed:- Cllr. J.Dolphin

Seconded:- Cllr. P.Caffyn

Vote :- Unanimous

The Chairman signed the minutes of the meeting held 1st February 2005, as being a true record of that meeting.

As a consequence of questions on procedure and conformance with the Codes of Conduct to be followed by Parish Councillors, the subject of declaring an "Interest" in matters surrounding the issue of the Rector wishing to build a "Community Room" at the church, as reported in the Minutes of the meeting held on 1st February 2005, was raised with the Monitoring Officer, Winchester City Council. A copy of the exchange of e-mails on this matter is as per Appendix "I". General discussion ensued, the salient points being as follows:-

It is difficult in a small community to not have direct interests in various aspects of the community and thereby be able to conform entirely to the required Standards of Conduct.

It is a question of Public perception.

In the final analysis it is up to the individual to determine whether he/she has an "Interest" and/or a "Prejudicial Interest" in a subject.

In view of the advice given by the City Solicitor who is the Monitoring Officer, the question was raised as to whether the parish Council should now change its outstanding and agreed actions.

A review of the guidelines covering the "Code of Conduct for Parish Councillors" should be undertaken before any further decision on this matter is taken.

Action:

Cllr. A.Walmsley to review the guidelines on conforming with the "Code of Conduct for Parish Councillors" and make recommendations to the April 2005 Parish Council meeting as to whether the Parish Council should undertake different actions to those agreed upon at the February 2005 Parish Council meeting in respect of the proposed Community Room at the Church, Compton.

4. **Matters arising and Outstanding Action Points** - from minutes and not mentioned elsewhere on the Agenda.

Matters arising:

There were no matters arising.

Action Points

Outstanding Action Points as at the time of this meeting were circulated prior to this meeting. Consequently, the outstanding Action Points as a result of this meeting are as per Appendix "A".

The Chairman, Cllr. G.Beckett, apologised to the meeting in respect of the long list of outstanding "action points" against his name. Cllr. Beckett assured the meeting that these action points would be addressed as soon as possible.

The Meeting will be closed

Statements, Observations and Questions from Members of the Public will be received and addressed. Maximum of 15 minutes allowed.

Mr. Roy Freeland raised a planning issue in respect of new access to potential development sites. It is understood that if the applicant requests a new access from Hampshire County Council, it is likely that Hampshire County Council will give a license for such a new access without such applications being submitted to the usual Planning Application processes. With such a license, the applicant may be more likely to receive Planning Approval from Winchester City Council when a Planning Application is submitted in the usual manner. The license granted by Hampshire County Council are issued without the usual Planning consultation procedures and therefore is seen as a potential loophole in the Planning process. This issue has come to light as a result of developments in "Crossway" where license for a new access point has been granted by Hampshire County Council and Winchester City Council have apparently automatically accepted, in Planning terms, this new access point. (The Clerk advised the meeting that County Councillor Ann Bailey had advised him that in respect of this specific issue, a further site visit had been undertaken and all was found to be satisfactory.) Mr. Roy Freeland requested the Parish Council to investigate this apparent loophole in the Planning process with a view to getting it stopped.

Action:

Cllr. J.Millar to invite Mr. Dave Baverstock to attend a site meeting in Crossway, to discuss the process of Hampshire County Council issuing a license for the new access point without any consultation with local residents or the Parish Council, thereby circumventing the usual Planning Application procedures. Cllr. J.Millar to report back to the Parish Council at the April 2005 meeting.

The Meeting will be re-opened.

5. **Police Report.**

There was no written report submitted. However, Police Constable Nigel Megson attended the meeting and introduced himself. P.C.Megson works, under the new Police Management Structure, in conjunction with Police Constable Mark Smith. Accordingly, either of these two Police Constables are available at all times. P.C.Megson advised the meeting that since the 1st February there had only been one crime in the Parish and that was the attempted theft of a motor vehicle. P.C.Megson also advised the meeting that there had been instances of intruders attempting to gain entry to the homes of elderly people in the area. It was requested that such elderly and vulnerable residents be made aware of the dangers of allowing admittance to their homes of persons purporting to be officials from the utilities companies and the like.

6. **County Councillor's Report.**

County Councillor Ann Bailey was not in attendance and had not submitted a written report.

7. **District Councillor's Report.**

District Councillor George Beckett's report is as per Appendix "B".

With regard to the matter of re-organisation of Winchester City Council's senior officers, it was asked who would be heading the Planning Department. Cllr. Beckett advised that this is still under discussion and in respect of the overall re-organisation it was questionable as to whether there would be any net savings.

8. **Parish Transport Representative's Report.**

Although Cllr. M.Shaw is acting as the liaison point for Transport Matters, she advised that she had not been advised of any issues and therefore had nothing to report.

9. **Parish Tree Warden's/Parish Footpaths/Compton Lock Representative's Report.**

Cllr. T.Threlfall was not in attendance and had not submitted a written report. No issues were raised.

10. **Finance and Administration Committee. - Convenor's Report.**

Cllr. N.Campbell-White had not submitted a written report, but reported orally as follows.

a) Parish Accounts - Cheques for payment

The state of the Parish Council Accounts as at the date of this meeting was as per Appendix "C".

Cheques issued since the last Parish Council meeting were as per Appendix "D".

b) Jubilee Pavilion – Snagging List – update.

Cllr. N.Campbell-White advised the meeting of the following:-

Most of the issues on the outstanding snagging list have been attended to.

The problems relating to the PIR lighting have yet to be addressed.

With regard to the drains in the shower-rooms, new grills have been fitted. However, there has not been any significant use of the shower-rooms since fitting these new grills, so they have not been adequately tested for their effectiveness. Additionally, it was considered that this change of grills will not cause blockages of the drains and their installation may well cure the overall problems experienced to-date.

c) Jubilee Pavilion – Car Park extension - update.

Cllr. N.Campbell-White advised the meeting of the following:-

Unfortunately, little progress on this issue had been achieved.

Further quotations for the Car Park extension work have been received from Wilding Butler. These quotations are considered excessive. It was also pointed out that these quotations are over and above the monies due to the Parish Council due to the sub-standard work when the car park was originally constructed.

d) Additional Expenditure on the Jubilee Pavilion

Motion:- "The Parish Council approves and authorises the additional expenditure over and above the original sum of £399,225-00 authorised at the Parish Council meeting of 4th February 2003. The sum of this additional expenditure to be limited to £20,000-00"

General discussion took place on this subject prior to any vote on the motion being progressed, the main points being as follows:-

The figure of £20,000-00 was placed on the Agenda by the Clerk after discussion with the Chairman and was not based upon any definitive statement of needs.

Cllr. N.Campbell-White, being unavailable at the time, had not been able to specify an amount but thought £20,000 to be excessive.

It was pointed out that the figure of £20,000 was the upper limit of further possible Capital expenditure.

Cllr. A Walmsley, whilst conceding that the Parish Council do not want to spend unlimited funds on the Jubilee Pavilion project, suggested that a motion for additional expenditure should not contain a specified amount. This to save the matter being raised in the future should yet more Capital expenditure be necessary on the Jubilee Pavilion project. This proposal was discounted as the Parish Council did not accept the concept of "open ended" funding and that as the original motion capped the project at £399,225-00, any additional expenditure should similarly be capped and voted upon.

Approximate costing's of Capital works yet to be undertaken at the Jubilee Pavilion indicate an additional expenditure of £10,500-00, over and above the original £399,225-00 cost previously sanctioned by the Parish Council.

Agreed:

The motion as published in the Agenda for this meeting to be amended with the amount of £20,000 being reduced to £12,000.

Proposed: Cllr. N.Campbell-White

Seconded: Cllr. J.Dolphin.

Vote: Unanimous

With the above amendment to the motion as published, the following motion was voted upon by the Parish Council:-

Agreed:

The Parish Council approves and authorises the additional expenditure over and above the original sum of £399,225-00 authorised at the Parish Council meeting of 4th February 2003. The sum of this additional expenditure to be limited to £12,000-00.

Proposed: Cllr. N.Campbell-White

Seconded: Cllr. J.Dolphin.

Vote: Unanimous.

e) Disaster Recovery.

Cllr. N.Campbell-White advised the meeting that this subject has yet to be discussed by the Finance and Administration Committee. Accordingly, these discussions will take place shortly and a recommendation will be made to the Parish Council at its meeting in April 2005.

f) Guidelines on usage of Open Space fund.

Cllr. N.Campbell-White advised the meeting that this subject has yet to be addressed and therefore the matter is deferred until the April Parish Council meeting.

11. Planning Committee. - Convenor's report.

Cllr. A.Walmsley's report is as per Appendix "E".

a) Applications and decisions.

Applications and Decisions for the month of February 2005 are as per Appendix "F".

Some general discussions on Planning matters took place, the main points being as follows:-

The Parish Council spoke at Committee on the Planning Applications covering:-

❖ Martins Close, which was approved, contrary to the Parish Council's objection.

❖ Shepherds Grove, which the Parish Council supported and was accepted.

Highdown will go to Committee on the 4th April 2005 because the Officers recommendation is for refusal, contrary to the Parish Council's representation to approve.

Kingsmere, to which there appears nothing to object to.

A Planning Application submitted covering "Norlands", Otterbourne Road, will be looked at by Cllr J.Millar.

A Planning Application covering the demolition of four large houses and building 34 new houses and 30 flats at St. Cross was raised. Whilst part of this proposed development site was within Compton and Shawford Parish, the Parish Council had not been advised of the Planning Application as a Statutory Consultee. This issue had been brought to the notice of the Parish Council by a copy of a letter written by Mark Oaten MP. As the date for objections had passed, Cllr. Walmsley had requested Winchester City Council, Planning Department, to forward the appropriate papers to the Parish Council and to register the Parish Council's objection. It is not known what the Planning Departments attitude to this Planning Application is and to-date no papers have been received.

Action:

Cllr. A.Walmsley to report to the Parish Council April 2005 meeting on the Planning Application covering the demolition of four houses in St. Cross and the construction of 34 new houses and 30 flats on the same site.

12. Playing Fields Management Committee. - Convenor's report.

Cllr. M.Shaw had not submitted a written report, but reported orally as follows.

(a) Golf Practice On Playing Fields – Notices.

The notices prohibiting Golf Practice on the Memorial Playing Field are held by Cllr. N.Campbell-White and are still awaiting erection. This will be attended to as soon as possible.

(b) Cricket Nets – Memorial Playing Field.

Cllr. M.Shaw advised the meeting that the third quotation had now been confirmed in the sum of £8,938-00. Some discussion took place, the main points being as follows:-

This seemed to be a lot of money.

The original limit placed upon expenditure on Cricket Nets was £6,000.
The proposed cricket nets will comprise of permanent practice nets and hard standing ground-works, far more than just nets with removable ground matting.
It is still proposed to fund this out of the Open Space Fund.
This project is not considered to be part of the Jubilee Pavilion project.
The Parish Council now feel committed to providing the proposed Cricket Nets.
As the proposed expenditure is significantly greater than the original expenditure expectations, the matter will have to be published prior to voting on incurring this expenditure.

Action:

The clerk to place the proposal to spend up to £9,000-00 out of the Open Space Fund, on Cricket Nets to be installed on the Memorial Playing Field on the Agenda for the April 2005 Parish Council meeting.

(c) Tennis Club – assistance in funding the path to the Tennis Courts, steps down from the Jubilee Pavilion and Hard Standing area at entrance to Tennis Courts.

Cllr. M.Shaw advised the meeting that the Tennis Club had been speaking with the Sports Club concerning the Sports Club submitting a request to the Parish Council for the suggested financial assistance in constructing paths from the car park to the Tennis Courts, steps down from the Jubilee Pavilion to the Path, together with hard standing areas at the gate to the Tennis Court. The Sports Club had not made such a written request and it is understood that they will not do so until the question of the Cricket Nets has been finalised. It is also understood that the subject has not yet been discussed at Committee by the Sports Club.

Cllr. Mary Shaw raised a matter concerning the possible use of the Open Space Fund. Cllr. Shaw had been in discussion with the Rector who desires to acquire some land to the South of the churchyard to develop a garden, which Parishioners can use as a garden of remembrance. This was thought to be a good idea in general, however it must be clearly understood that such a piece of land should not be used for burials as use of Public money for such facilities is thought not to be permitted.

Action:

The Clerk to investigate the question of purchasing land and its subsequent use as a burial ground and establish what is permissible, reporting back to the April Parish Council meeting.

Action:

Cllr M.Shaw to discuss further with the Rector his proposals to acquire Land to the South of the Church for a quiet garden/garden of remembrance, advising him that the Parish Council would be interested in undertaking this acquisition, providing that the land is not used for Burials and would be owned and maintained by the Parish Council. Cllr. M.Shaw to obtain precise details of the land in question, its present ownership together with a map indicating the extent of the land in question.

13. Parish Hall.

(a) Report from our rep on CASCA Management

Cllr J.Millar's report is as per Appendix "G". There were no matters arising.

14. Highways, Byways, M3 and Environment Committee

a) Convenor's report.

Cllr. P.Caffyn's report is as per Appendix "H".

Cllr. Caffyn also reported the following:-

Shawford Road and Pavements are shortly to be resurfaced.

A Sceptic Tank has been delivered to the Malms development, something that caused the closure of the road leading to the Malms development at the rail tunnel..

It is understood that there is now a 12 to 14 week completion deadline on the Malms development.

Invitations to view the Malms development have been received.

Aprons for the Parish Spring Clean have been received and posters advertising the Spring Clean prepared.

Twyford Post Office have agreed to provide packets of sweets on a "Sale or Return" basis for children taking part in the Parish Spring Clean.

A request for details on names appearing on the Stone War Memorial has been received. The name being sought is thought not to be on the Stone War Memorial on Shawford Down, but it was suggested that Otterbourne War Memorial should be checked as Otterbourne could have been in the same Civic Parish at the time of the First World War.

b) Mrs. Baxter – Bench Seat donation.

Cllr. P.Caffyn advised the meeting that no further communication had been received from Mrs. Baxter concerning the donation of a Bench Seat commemorating Mrs Baxter's Parents.

15. Vacancy for a Parish Councillor

Having advertised the "Casual Vacancy for a Parish Councillor", the Clerk advised the meeting that the Electoral Registration Officer, Winchester City Council, had not received any demands for an election and therefore the Parish Council should co-opt a new Parish Councillor as soon as practicable. Procedures for Co-Option were circulated to members at the meeting, these procedures being published by HAPTC on 24th August 2004.

Cllr. A.Walmsley expressed his view that the notice concerning the filling of a vacancy for a Parish Councillor could be worded better as the use of the word "nomination" could be misleading or unclear.

Action:

The Clerk to verify the legal requirements of the wording of the notice covering the Parish Council calling for people willing to be co-opted onto the Parish Council and discuss with the Chairman, Cllr. G.Beckett, and Cllr. A Walmsley prior to publishing such notices.

Cllr M.Shaw advised the meeting that Mr. John Richardson had advised her that he would be willing to be co-opted onto the Parish Council.

Mr. Barton-Bridson, who had stood at the Parish Council Elections in 2004 but had not succeeded in gaining a seat, had expressed an interest in being co-opted to the Parish Council. It was pointed out that a candidate who had stood at an election, but failed to gain a seat on the Parish Council, had no priority over other suitable candidates at a subsequent election or co-option procedure.

It was questioned as to whether the Parish Council needs to enter into a co-option procedure straight away. Whilst, in the current circumstances, it was not dictated by legislation that co-option must take place immediately, it was generally considered preferable to do so. Accordingly, co-option of a new Parish Councillor will take place at the April 2005 Parish Council meeting.

Action:

The Clerk to place the Item of "Co-option of a new Parish Councillor" on the Agenda for the April 2005 Parish Council meeting.

16. Refurbishment of Victorian Drinking Fountain.

Cllr. P.Caffyn reported as follows:-

Two quotations in the approximate sum of £1,400-00 for the total refurbishment of the Victorian Jubilee Memorial had been received.

It was confirmed that a third quotation would be required in order to conform to the Parish Council Financial Regulations.

The refurbishment does not include the re-connection of a water supply to a drinking fountain.

The trees surrounding the Memorial are to be cut down next week.

The sum of £500 has been budgeted for this refurbishment work, the rest of the required funds will have to be obtained from grants.

Action:

Cllr. N.Campbell-White to investigate the availability of grants to undertake the Refurbishment of the Victorian Jubilee Memorial.

17. **Bushfield Camp**

Correspondence had been received by the Chairman, Cllr. G.Beckett, concerning Bushfield Camp. The main points were discussed as follows:-

Winchester City Trust are proposing to encourage the National Trust to purchase Bushfield Camp.

Currently, Bushfield Camp is has been considered as a "Brown Field Site" in planning terms.

The sale to the National Trust would change the planning Status of the site.

By no longer being a "Brown Field Site" the land would be less valuable.

If Bushfield Camp is no longer being considered for a "Park and Ride" facility, it could be considered for Housing, but the sale to the National Trust would appear to preclude this.

The question, therefore, is do the Parish Council support the purchase by the National Trust?

Agreed/Action:

The Clerk to draft a letter in support of the Winchester City Trust's proposal to sell Bushfield Camp to the National Trust.

Proposed: N.Campbell-White

Seconded: Cllr. P.Caffyn

Vote: Unanimous.

18. **Aircraft Noise**

District Councillor Murray Macmillan reported as follows:-

Cllr. Macmillan had attended two Consultative Committee meetings.

Cllr. Macmillan had represented the local Parish Councils.

The studies undertaken during 2004 were uncertain in their outcome.

The problems centred upon the type of aircraft, the direction in which they are flying and the frequency of their arrivals and departures.

It had been suggested that with the I.L.S., a collection point some 8 miles north of the Airport would resolve much of the problem.

This would only work if such a collection point were to be enforced, thereby stopping rogue aircraft flying at low level over Otterbourne, outside the approved flightpath.

The 8-mile north collection point was not accepted, but a 4-mile collection point was accepted.

The question is whether this is enforceable.

It was questioned whether the Eastleigh Airport Authority are prepared to listen to complaints, let alone take any action in resolve such complaints made by bodies such as the Parish Council.

Cllr. Macmillan advised that there was an eagerness on the part of the Airport Authority to resolve the problems.

To this end, a bye-annual ad-hoc meeting with the Airport Authority is to be held to which interested parties will be invited, namely Parish Councillors from Parishes affected and District Councillors.

Such meetings will also include representatives from Eastleigh Borough Council, but are not intended to be "public Meetings" open to all members of the public.

These Bye-annual meetings will be held in Shawford Parish Hall.

Agreed:

Compton and Shawford Parish Council will fund the cost of hiring Shawford Parish Hall for the Bi-annual meetings with Eastleigh Airport Authority.

It was suggested that by routing aircraft in a manner that reduces annoyance to Compton and Shawford only serves to increase the annoyance in other Parishes.

Twyford Parish Council are initiating legal action on this issue.

Mr. Robin Tice reported as follows:-

Mr. Tice agreed with all the Cllr. Macmillan had said.

The proposed routing of aircraft had been discussed with the Airport Authority many years ago.

The issue seems to have been continually "pushed to one side".

The studies last year had been inconclusive and therefore a waste of time.

A Committee had been established, to which Miss Blasdale had been appointed in order to represent the Parishes to the North of the Airport.

Action:

Cllr. G.Beckett in his capacity as District Councillor, together with District Councillor Murray Macmillan to instruct Miss Blasdale with regard to her representing the Parishes to the North of Eastleigh Airport.

Mr. Mark Gibbs has advised that there will be new trials later in the year, an announcement concerning this is expected on the 13th May 2005.

The problem is to get aircraft and their pilots to conform to specified routing.

Departing aircraft could climb further to the east, this has been suggested.

Cllr. Macmillan will liaise closely with Mr. Robin Tyce and all un-answered questions will be raised at the first ad-hoc meeting.

Cllr. N.Campbell-White advised that the current facility of telephone complaints was unsatisfactory in that invariably the caller can only get through to an answering machine. It must be made necessary to Log all complaints and to achieve this, it was suggested that complaints should be put in writing. It was suggested that an article be placed in the Parish Magazine to inform Parishioners how to complain.

Action:

Mr Robin Tice to submit an article to be published in the Parish Magazine, informing Parishioners of the procedure to be followed in complaining about Aircraft noise and associated issues.

19. Annual Parish Assembly – Wednesday, 27th April 2005.**a) Procedures to be adopted**

The clerk circulated prior to the meeting a brief outline of the procedures to be followed at the Annual Parish Assembly. These procedures were accepted by all Parish Councillors.

b) Keynote Speaker.

The following were suggested as possible “Keynote” speakers:-

- Pat Edwards – Winchester City Trust and the sale of Bushfield Camp.
- The Conservation Officer – issues relating to developments in Compton Street.
- The Rector – proposals for a Community Room at Compton Church.

Agreed/Action:

Cllr. G.Beckett to write and invite Pat Edwards to be the Keynote Speaker at the Annual Parish Assembly to be held on 27th April 2005, to speak on the issue of Bushfield Camp and its possible sale to the National Trust.

Vote: By a show of hands, unanimous.

Discussions ensued over the question of producing a Parish Council Newsletter for the Annual Parish Assembly. The main points arising were as follows:-

Cllr. A.Walmsley advised that he could put together a newsletter, providing Councillors submitted to him their reports in time.

It was questioned whether there were sufficient issues that require the publication of a News Letter.

I may now be more appropriate to produce a News Letter only on a bye-annual basis.

A mini report would possibly be more appropriate, such a report being only the Chairman’s report.

Agreed/Action:

Only a “mini” report will be produced for the Annual Parish Assembly to be held 27th April 2005. This will consist of a “Chairman’s Report” and will be printed on the back of the Agenda for the meeting. A draft of the Agenda together with the Chairman’s Report will be submitted to the Parish Council meeting to be held on 5th April 2005.

Vote: By a show of hands, unanimous.

With regard to refreshments at the Annual Parish Assembly, the Woman’s Institute will be requested to facilitate.

Action:

Cllr. G.Beckett to write to Mrs. Joan Olsen requesting her and the Ladies of the Woman’s Institute to provide refreshments at the Annual Parish Assembly to be held on the 27th April 2005.

20. Date of Next Meeting.

5th April 2005.

Compton and Shawford Parish Council

Minutes of the Compton and Shawford Parish Council Meeting held on Tuesday 5th April 2005 in the Compton Room, Shawford Parish Hall, starting at 7.15pm.

Present:

Mr. George Beckett (Chairman), Mrs. P. Caffyn, Mr. J. Dolphin, Mrs. J. Millar, Mrs. M. Shaw, Mr. T. Threlfall, Mr. A. Walmsley.

In attendance: District Councillor Ann Bailey
District Councillor Murray Macmillan
Police Constable Mark Smith
Police Constable Karen Good
5 Members of the Public

1. **Correspondence** - circulated to all members for their response.
The correspondence file containing the correspondence for the month of March 2005 was circulated to all Councillors who were in attendance.
2. **Apologies for absence.** Cllr. Mr. N. Campbell-White
3. **Minutes** - To approve the minutes of the meeting held on 1st March 2005 (as circulated)
There were no changes or amendments requested.

Agreed:

The Parish Council agreed that the Minutes of the meeting held 1st March 2005, as circulated, were a true record of that meeting.

Proposed:- Cllr. P. Caffyn

Seconded:- Cllr. M. Shaw

Vote :- Unanimous

The Chairman signed the minutes of the meeting held 1st March 2005, as being a true record of that meeting.

4. **Matters arising and Outstanding Action Points** - from minutes and not mentioned elsewhere on the Agenda.

Matters arising:

Cllr. A. Walmsley referenced the statement made by the Chairman at the March meeting when he said in respect of the Parish Council acquiring Land adjacent to the Church for a "Garden of Remembrance", "that such a piece of land should not be used for burials as use of Public money for such facilities is thought not to be permitted". Cllr. A. Walmsley had undertaken some investigations into this matter and had established that the Parish Council has powers to acquire and maintain land for the purpose of providing cemeteries. Accordingly the advice given by the Chairman was incorrect. The Chairman, Cllr. G. Beckett, apologised to the meeting and to Cllr. M. Shaw who raised the issue at the previous meeting, for giving incorrect advice.

Cllr. A. Walmsley had further investigated the matter of Councillor's "Interests"/"Prejudicial Interests" in respect of the proposed Community Room being proposed by the Rector at the Church. Correspondence with the City Solicitor/Monitoring Officer, Winchester City Council, is held on file. As there is no immediate action required on this matter, the subject is noted and will be referred to should the matter be raised again in the future. To save any possible contention, Cllr. T. Threlfall will liaise with the Rector, should the need arise, in respect of any tree removal in the Churchyard, preparatory to development of the proposed Community Room.

Action Points

Outstanding Action Points as at the time of this meeting were circulated prior to this meeting. Consequently, the outstanding Action Points as a result of this meeting are as per Appendix "A".

The Meeting will be closed

Statements, Observations and Questions from Members of the Public will be received and addressed. Maximum of 15 minutes allowed.

Mr. Roy Freeland spoke in follow up to his comments on the proposed development at "Woodlarks" at the last Parish Council meeting, the main points being as follows:-

Reference to the encroachment of "Margins".

Moves are being made to take the hedges etc., back to their original site-lines.

The construction of a single large house at "Woodlarks" is acceptable.

The overlooking window in the proposed development is a minor issue and will be addresses by the affected neighbouring householder.

The principle issue is the construction of a proposed new access driveway, which is considered to be in a most dangerous position.

Additionally, it is understood that the construction of this proposed development will be undertaken by the householder at "Woodlarks", and work is anticipated to last for many months causing excessive disturbance to neighbours at weekends and in the evenings.

It was observed by Cllr. A.Walmsley that there are essentially two issues of concern in respect of this Planning Application at "Woodlarks", these being:-

1. The Licence Issue – licence granted by Hampshire County Council with out being subjected to the Planning Approval process.
2. The anticipated time that the development is expected to take and as a result the disturbance to the neighbouring Householders.

It appeared that having issued the Licence, Hampshire County Council are no longer involving themselves with the matter.

The Meeting will be re-opened.

5. Police Report.

Police Constable Mark Smith was in attendance and reported as follows:-

There had been only 4 crimes within the Parish during the previous month.

1. The White Star plates stolen from Shawford Parish Hall.
2. Two acts of vandalism to cars parked at the Captain Barnard car park.
3. One act of "interference" with a car in Otterbourne road.

P.C.Mark Smith also introduced W.P.C.Karen Good to the Parish Council. Karen is working with Mark Smith and Police Constable Nigel Megson.

The Chairman raised the matter of the Annual Parish Assembly on the 27th April 2005 and whether the Police would be able to attend and give a report. P.C.Mark Smith advised that either he, P.C. Nigel Megson, W.P.C. Karen Good, Police Sergeant Wayne Curson or the Police Inspector would attend.

Action:

Cllr. G.Beckett to draft a letter to Police Sergeant Wayne Curson at Twyford Police Station, inviting the Police to give a report and answer questions at the Annual Parish Assemble to be held on the 27th April 2005.

Cllr. P.Caffyn raised the matter of cars parking in the road at Shawford, opposite the Bridge Hotel. P.C.Mark Smith responded by saying that cars parked near the second bridge will receive Parking Tickets. The Highways Authority would not be happy about installing double yellow lines. In essence, if the police are made aware of such car parking they will issue Parking Tickets. However, it was also pointed out that Parking in Shawford also acts as a Traffic Calming measure.

6. County Councillor's Report.

County Councillor Ann Bailey's report is as per Appendix "B".

In addition, County Councillor Ann Bailey advised the meeting that it is understood that "spray paints" are still being sold to under 16 year olds. Hampshire County Council are endeavouring to address this issue, thereby reducing the amount of graffiti.

County Council Ann Bailey, being the last meeting that she will attend as County Councillor, expressed her thanks to the Parish Council for all the support she has received as County Councillor. The Chairman, Cllr. G.Beckett, expressed the Parish Council's gratitude for the work undertaken by County Councillor Ann Bailey over the past 20 years when she has been the County Councillor. County Council elections are due to take place in May 2005 and Mrs. Ann Bailey will not be standing for re-election.

Vote of Thanks

Compton and Shawford Parish Council gave a "Vote of Thanks" to County Councillor Ann Bailey for all her work on behalf of the Parish over the past 20 years.

7. District Councillor's Report.

District Councillor George Beckett's report is as per Appendix "C".

District Councillor Beckett also advised the meeting of the following:-

Within the City Council's response to SEERA, Winchester City Council are determining a target of 1000 per annum new homes in the Winchester area.

A review of "The Open Space" fund is necessary for its renewal every 5 years. It is being considered that it should be open for wider use encompassing environmental improvements. Cllr. Beckett, as well as the City Solicitor, have reservations about making "The Open Space Fund" available for more general environmental use.

Cllr. Beckett advised that he would be pleased to hear of any complaints concerning street works in Attwoods Drove/Martins Field.

District Councillor Murray Macmillan advised the meeting of the following:-

Meetings with Mr. David Cummings, Eastleigh Airport, are being arranged concerning the issue of Aircraft Noise.

The first of these meetings will be held at the end of May 2005 and will be attended by the affected Parish Councils, Resident Groups as well as representatives of Eastleigh Airport.

Murray Macmillan will Chair the meetings, which will be held in Shawford Parish Hall.

8. Parish Transport Representative's Report.

There currently being no Transport Representative, there is no report. It was proposed leaving the appointment of a new Representative until after the May Parish Council meeting at which officers of the Parish Council are elected for the following year. It was suggested that Mr. Roger Lowman may be interested in undertaking the Transport Representative's role in as far as Train services are concerned. This would leave the need for somebody to report on the Bus services, preferably someone from Compton village.

9. Parish Tree Warden's/Parish Footpaths/Compton Lock Representative's Report.

Councillor T.Threlfall's report is as per Appendix "D".

Cllr. Threlfall also commented that the water levels in the river/navigation are a bit low; this being due to a lack of rain in recent weeks. Cllr P.Caffyn asked if it was true that the Meads project intends to flood the Meads. Cllr Threlfall advised that this is so, but only if there is sufficient water.

10. Finance and Administration Committee. - Convenor's Report.

Cllr. N.Campbell-White was not in attendance, but had submitted a written report, which is as per Appendix "E".

a) Parish Accounts - Cheques for payment

The state of the Parish Council Accounts as at the date of this meeting was as per Appendix "F".

Cheques issued since the last Parish Council meeting were as per Appendix "G".

b) Guidelines on usage of Open Space fund.

Motion:-

"The Parish Council approves and adopts the "Open Spaces Fund - Policy" statement as circulated by the Convenor of the Finance and Administration Committee, prior to this meeting."

There was discussion on this subject, the main points being as follows:-

It was considered necessary to have a Parish Council Policy.

There was pressure from Winchester City Council to use the funds in The Open Space Fund.

Cllr. M.Shaw commented that if there are things that need to be done within the Parish and there is sufficient monies in The Open Space Fund, then it is hard not to use those funds, e.g., the footpath to the Tennis Courts.

Cllr. M.Shaw said that The Open Space Fund is intended for recreation and therefore should go to the Playing Fields.

With the word “general” used in the proposed policy statement, proposals to use the monies for such projects as being advocated by Cllr M.Shaw, are not precluded.

However, such projects should be paid for out of budgeted expenditure. It was considered that The Open Space fund should be used primarily for projects of a Capital nature, which benefit the Parish for the future.

In order to make such Capital projects more meaningful, it is hoped that The Open Space Fund can be allowed to grow until there is sufficient monies to allow a significant project to be initiated, such as the purchase of Land for a play area in Shawford.

With the adoption of the Policy Statement, the Parish Council can pass it to Winchester City Council for comment. In addition, Winchester City Council will then be aware of this Parish Council’s long-term aspirations for The Open Space Fund.

The Open Space Fund – Policy statement, Appendix “H”, was circulated to members prior to the meeting.

Agreed:

The Parish Council approves and adopts the “Open Spaces Fund - Policy” statement as circulated by the Convenor of the Finance and Administration Committee, prior to this meeting.

Proposed: Cllr. P.Caffyn

Seconded: Cllr. J.Millar

Vote: Unanimous.

c) Disaster Recovery:

Motion:-

“The Parish Council approves and adopts the “Disaster Recovery - Policy” statement as circulated by the Convenor of the Finance and Administration Committee, prior to this meeting.”

Cllr. J.Dolphin gave an outline of the Finance and Administration Committee’s reasoning for the introduction of a Disaster Recovery Policy. The proposed Disaster Recovery Policy statement was circulated to members prior to the meeting and is as per Appendix “I”.

Agreed:

The Parish Council approves and adopts the “Disaster Recovery - Policy” statement as circulated by the Convenor of the Finance and Administration Committee, prior to this meeting.

Proposed: Cllr J.Dolphin

Seconded: Cllr. M.Shaw

Vote: Unanimous.

d) Jubilee Pavilion.

Motion:-

“The Finance and Administration Committee recommends that the total expenditure on the Jubilee Pavilion Construction project agreed on 4th February 2003 in the amount of £399,225-00 be increased by £12,500-00 to £411,725-00.”

The Chairman, Cllr. G.Beckett, advised the meeting that this motion had been put on the Agenda in error, as the subject was discussed and voted upon at the last Parish Council meeting.

e) White Star Line Plates – stolen from Shawford Parish Hall.

Cllr. J.Millar advised the meeting resultant from the theft of the two White Star plates from the Parish Hall of the following:-

CASCA are pursuing the insurance claim.

It is difficult to establish the value of the two plates.

It was questioned whether the Parish Council still wished to display any replacement plates.

It was commented that if the Parish Council has in its possession such plates, it is appropriate that they should be displayed.

Action:

Cllr. J.Millar in conjunction with CASCA to provide proposals for the future secure display of the replacement White Star plates at Shawford Parish Hall.

Cllr. Millar continued:

One replacement White Star replacement plate has been donated to the Parish Council by a Lady in America.

The import of this plate has resulted in a cost of £21-97 being incurred by Mr Brian Ticehurst who arranged the import.

Agreed:

The Parish Council will reimburse Mr Brian Ticehurst the sum of £21-97, being the VAT payable on the importation of the one White Star replacement plate.

Vote: By a show of hands, unanimous.

It was questioned whether the Lady who donated this one replacement plate should be paid for the plate out of any Insurance monies received. CASCA will address this issue.

The other replacement White Star plate is being taken out of "stock" – it has been held not on display.

Any future display of these plates is suggested to be in the Main Hall and not in such an accessible position.

11. Planning Committee. - Convenor's report.

Cllr. A.Walmsley had not submitted a written report, but reported orally as follows:-

a) Applications and decisions.

Applications and Decisions for the month of March 2005 are as per Appendix "J".

Sparrow Grove – ID271.

In general, being a single dwelling of good design, it is proposed to support this Planning Application providing no objections are notified by the local residents. A precedent for proactively supporting a Planning Application was set by the Parish Council's support of proposed developments at Shepherds Grove.

Action:

Cllr A.Walmsley to draft a letter to Winchester City Council in support of the Planning Application concerning the development at Sparrow Grove (ID271).

Wood Larks – ID 268

Some discussion on this Planning Application took place, the main points being as follows:-

Concerns were expressed over the hours of working which are understood to be planned as the owner of Wood Larks intends to build the proposed dwelling himself.

There are reasons to believe that construction work will a long time, running into many months, which will cause unacceptable disturbance to the neighbouring householders.

Any Planning Permission should have restrictions on the hours of working.

It is not known whether a request for restrictions on hours of construction work will be acceptable to Winchester City Council.

Action:

Cllr. G.Beckett, in his role as District Councillor, to make a "Members Enquirey" at Winchester City Council in respect of limiting the length of time and hours of working that could be imposed upon any Planning Permission covering the Planning Application in respect of Wood Larks, Cross Way, Shawford – ID268.

10 Attwoods Drove – ID270

No action is proposed upon this Planning Application.

b) H.C.C. issuing New Access Licences.

Covered under section open to the public where Mr. Roy Freeland gave an update together with section 11 above.

c) Demolition of 4 houses in St. Cross and the construction of 34 houses and 30 flats in their place.

The expected papers from Winchester City Council have not been received. However, Cllr Walmsley advised the meeting that the Planning Application had been refused . The reason for refusal being the Traffic considerations that the development would produce. This is alarming as such Traffic considerations can be addressed.

Cllr. A.Walmsley referenced the Planning Committee Meeting, which was held on 4th April 2005, to discuss the Compton Street Conservation Area. Representatives of Winchester City Council, Planning Department were in attendance to answer questions. As a result of this meeting, a better understanding of "Conservation Areas" has been obtained, which in essence means that they are less valuable than previously thought. The representatives of Winchester City Council gave good answers to the questions raised. Cllr A.Walmsley was congratulated for setting up the meeting.

Mrs. Fennell had raised the subject of obtaining Tree Preservation Orders on trees in the garden of Old Orchard. It was suggested that Mrs. Fennell should contact Mr. Michael Edwards at Winchester City Council to discuss the matter.

12. Playing Fields Management Committee. - Convenor's report.

Cllr. M.Shaw had not submitted a written report, but reported orally as follows:-

a) Cricket Nets – Memorial Playing Field.

Motion:-

"Due to increased costs and incorrect Quotations, the Parish Council approves the expenditure of up to £9,000-00 from the Open Space Fund, for the provision and installation of Cricket Nets at the Memorial Playing Field. This authorisation supersedes the previous authority to spend up to £6,000-00 on this facility which is now cancelled."

Cllr. Shaw outlined the background to this issue and confirmed that the Parish Council is committed to the provision of the Cricket Nets.

Agreed:

Due to increased costs and incorrect Quotations, the Parish Council approves the expenditure of up to £9,000-00 from the Open Space Fund, for the provision and installation of Cricket Nets at the Memorial Playing Field. This authorisation supersedes the previous authority to spend up to £6,000-00 on this facility, which is now cancelled.

Proposed: Cllr. M.Shaw

Seconded: Cllr. J.Dolphin

Vote: Unanimous.

Action:

Cllr. M.Shaw to progress the ordering and installation of the Cricket Nets at the Memorial Playing Field together with drafting a letter to the Sports Club advising them of the Parish Council's decision to proceed and obtain agreement as to the precise location of the Cricket Nets on the Memorial Playing Field.

b) Golf Practice On Playing Fields – Notices.

Cllr. M.Shaw advised the meeting that these notices are with Cllr. N.Campbell-White and are still awaiting erection. It was noted with some hilarity that this subject had been an Agenda Item every month for the past twelve months, with responsibility for their erection being discussed since November 2004.

c) Acquisition of Land to the South of the Churchyard in conjunction with the Church.

Cllr. Shaw advised the meeting that she had spoken to the Rector on this matter and that the Rector is reviewing and pursuing the matter.

Cllr. Shaw advised that Winchester City Council had undertaken the inspection of the Play Areas and they had received a clean bill of health.

13. Parish Hall.

(a) Report from our rep on CASCA Management

Cllr. J.Millar's report is as per Appendix "K".

In addition, Cllr. Millar advised the meeting that CASCA are putting out notices requesting users of the Parish Hall to park their cars with more care and consideration when using the Parish Hall Car Park.

14. Highways, Byways, M3 and Environment Committee

a) Convenor's report.

Cllr P.Caffyn's report is as per Appendix "L".

With regard to the cutting back of Brambles etc., on the embankment at Shawford Down, so that the Wayside Cross is visible from the M3 motorway as it should, Cllr Caffyn had been in discussion with the Rangers at Hampshire Countryside Services. It is understood that this matter is in hand and that the Parish Council will now not have to organise or pay for this work.

With regard to the Parish Spring Clean, Cllr Caffyn commented that it was a qualified success. Not many people turned up to help and therefore it is proposed to review the issue for next year.

Significant discussion took place on the subject of Parking in Shawford village. The main points were as follows:-

Considerable congestion results when the Parish Hall is being fully used.

Greater use of the Train Station compounds the problem.

There is always some use of the car park at the bottom of Shawford Down by walkers exercising their dogs. This is currently made worse by the contractors at the Malms using the same car park.

A point of caution was made in that any improvements to car parking in Shawford village may result in the establishment of an unofficial "Park and Ride" facility in conjunction with train services into and out of Shawford Train Station.

Notwithstanding this, it was thought that an initial approach to the appropriate Rail Authority should be made to establish if improvements could be made to the Railway Station Car Park, thereby alleviating some of the problem.

Action:

Cllr P.Caffyn to draft a letter to the appropriate Railway Authority, requesting them to consider improvements to the Railway Station Car Park, thereby reducing the congestion caused by Train users parking their cars on the road in Shawford village.

15. Refurbishment of Victorian Drinking Fountain.

Covered within Cllr. P.Caffyn's report, Appendix "L".

16. Co-option of a new Parish Councillor.

The Chairman, Cllr. G.Beckett, advised the meeting that he had received two letters from suitable Parishioners who were prepared to be co-opted onto the Parish Council, these were:-

1. Mr. Christopher Barton-Briddon of 30 Martins Fields, Compton, Winchester.
2. Mr. John Richardson of "Torf House", Shepherds Lane, Compton, Winchester.

In view of Mr. Barton-Briddon being in attendance at the meeting, it was determined that voting on these two candidates would be undertaken by secret ballot under the supervision of District Councillor Murray Macmillan and the Clerk.

Motions and Agreement:

Mr. Christopher Barton-Briddon be co-opted onto the Parish Council.

Proposed:- Councillor T.Threlfall

Seconded:- Councillor P.Caffyn

Vote:- 3 Votes.

Mr. John Richardson be co-opted onto the Parish Council.

Proposed:- Cllr. M.Shaw.

Seconded:- Cllr. A.Walmsley

Vote:- 4 votes.

Accordingly, Mr John Richardson was duly co-opted onto Compton and Shawford Parish Council, to take effect at the May 2005 Parish Council meeting.

Action:

Cllr. G.Beckett to draft a letter to Mr. John Richardson advising him of his success in the co-option procedure and inviting him to arrange a meeting with the Clerk to be briefed and complete the necessary administrative issues concerning the appointment to the Parish Council.

Action:-
Cllr. G.Beckett to draft a letter to Mr. Barton-Briddon, thanking him for his interest and advising him that he was unsuccessful in being co-opted onto the Parish Council.

Action:
The Clerk to attend to the Administrative issues covering the co-option of Mr. John Richardson onto the Parish Council and to give a briefing of the Parish Council to Mr. John Richardson.

17. **Annual Parish Assembly – Wednesday, 27th April 2005.**

a) **Keynote Speaker.**

The Chairman, Cllr. G.Beckett, advised the meeting that Mrs Pat Edwards and Mr Jim Humberstone, both of City of Winchester Trust, have confirmed that they will attend the Annual Parish Assembly as Key Speaker to talk and answer questions on the future of Bushfield Camp.

After significant discussion, it was agreed that the Agenda for the Annual Parish Assemble to be held on 27th April 2005, will be as per Appendix "M". The main points of discussion were as follows:-

The Keynote Speaker slot should be at the beginning of the meeting.

The Chairman's Report should immediately precede the questions from the Public session.

Convenors of Committees will not give a report, but just answer questions from the Public on their specific areas of responsibility.

The Chairman, Cllr G.Beckett, circulated to members his written report on the past year, which was approved by all Councillors present.

The agreed Agenda together with the Chairman's Report will be circulated to every household in the Parish.

Action:
The Clerk to arrange for photocopying the Agenda and Chairman's report for the Annual Parish Assembly (three pages stapled – 600 copies) and pass them to Cllr J.Millar by Friday 8th April 2005 for distribution to Councillors for delivery to every household within the Parish week commencing 11th April 2005.

A.O.B.

1. The Chairman, Cllr. G.Beckett, observed that although there is to be County Council Elections and a General Election on 5th May 2005, there was no valid reason to defer the Parish Council meeting which will be the "Annual Parish Council Meeting" from the 3rd May 2005.
2. Cllr. A.Walmsley advised that subsequent to discussions with the Rector, it is likely that the Civic Service, which this year is to be hosted by Compton and Shawford, will be held on the 16th October 2005. This has to be confirmed by the Rector after discussions with the two Parochial Church Councils. The Mayor of Winchester has been advised of the likely date and the Mayor of Eastleigh and Member of Parliament will be advised once the date is confirmed. The Compton Primary School has been booked for the reception after the Civic Service.

Action:
Cllr. A.Walmsley to confirm with the Rector the date of 16th October 2005 is the date upon which the Civic Service hosted by Compton and Shawford will be held.

3. The Chairman, Cllr. G.Beckett, advised that he would not be offering himself for re-election as Chairman at the Annual Parish Council Meeting, the next Parish Council meeting. He therefore thanked members for their support over the past three years during his Chairmanship.

18. **Date of Next Meeting.**
3rd May 2005.

Compton and Shawford Parish Council

Minutes of the Compton and Shawford Annual Parish Council Meeting held on Tuesday 3rd May in the Compton Room, Shawford Parish Hall, starting at 7.15pm.

Present:

Mr.George Beckett, Mrs. P.Caffyn, Mr.J.Dolphin, Mrs. J.Millar, Mr.N.Campbell-White, Mr.J.Richardson, Mrs. M.Shaw, Mr. T.Threlfall, Mr. A.Walmsley.

In attendance: There was nobody in attendance.
There were no Members of the Public present.

Cllr. George Beckett welcomed members to this the “Annual Parish Council Meeting” and in particular welcomed Cllr J.Richardson to the Council, resultant to his recent co-option.

1. ELECTION of CHAIRMAN

Being the Annual Parish Council Meeting, the first item was the election of a Chairman. There was only one nomination, Cllr. A.Walmsley.

Agreed:

Cllr. A.Walmsley be appointed Chairman of Compton and Shawford Parish Council.

Proposed:- Cllr. M.Shaw

Seconded:- Cllr. J.Dolphin

Vote:- 8 votes

Abstention:- 1 vote.

Cllr. A.Walmsley was duly elected as Chairman of Compton and Shawford Parish Council and therefore took the Chair.

The Chairman, Cllr. A.Walmsley, requested a minor change to the Agenda in that he requested that the position of “Vice Chairman” be filled at this point. There was only one nomination, Cllr. J.Dolphin.

Agreed: Cllr. J.Dolphin be appointed Vice Chairman of Compton and Shawford Parish Council.

Proposed:- Cllr. A Walmsley

Seconded:- Cllr. J.Millar

Vote:- 8 votes

Abstention:- 1 vote.

Full details of the election of Chairman, Vice Chairman and Officers of Compton and Shawford Parish Council can be found in Appendix “B”.

Cllr. A.Walmsley thanked, on behalf of the full Parish Council, Cllr. G.Beckett for his work on behalf of the Parish Council during his three years as Chairman.

1. **Correspondence** - circulated to all members for their response.

The correspondence file containing the correspondence for the month of April 2005 was circulated to all Councillors who were in attendance.

2. **Apologies for absence.**

None.

3. **Minutes** - To approve the minutes of the meeting held on 5th April 2005 (as circulated)

Cllr. J.Dolphin pointed out that in respect of the “Open Space Policy” document, adopted at the last meeting, the wording of the Policy document should have read “...benefits of the wider Parish...” and not “...benefits of the whole Parish...” as circulated. The Clerk advised the meeting that the wording in the Policy document had been changed, but erroneously, this change had not been shown in the body of the resultant Minutes. The “Policy Document” held in the records is correct.

Agreed:

The Parish Council agreed that the Minutes of the meeting held 5th April 2005, as circulated, were a true record of that meeting.

Proposed:- Cllr. G.Beckett

Seconded:- Cllr. M.Shaw

Vote :- Unanimous

The Chairman signed the minutes of the meeting held 5th April 2005, as being a true record of that meeting.

4. **Matters arising and Outstanding Action Points - from minutes and not mentioned elsewhere on the Agenda.**

Matters arising:

Cllr. G.Beckett raised the matter of submitting the now agreed Open Space Policy to Winchester City Council. He considered that it would be beneficial to Compton and Shawford Parish Council if Winchester City Council were to be made aware of the Parish Council's intention to use the Open Space Fund primarily for projects of a Capital nature. Cllr. M.Shaw requested confirmation that the Open Space Fund could be drawn upon for smaller projects relating to recreational facilities within the Parish. It was confirmed that the "Policy" would allow for this if circumstances demanded.

Outstanding Action Points:

Outstanding Action Points as at the time of this meeting were circulated prior to this meeting. Consequently, the outstanding Action Points as a result of this meeting are as per Appendix "A". A review of the outstanding action points was undertaken.

The Meeting will be closed

Statements, Observations and Questions from Members of the Public will be received and addressed. Maximum of 15 minutes allowed.

There were no members of the Public in attendance, consequently there were no matters raised.

The Meeting will be re-opened.

5. **District Councillor's Report.**

Cllr. G.Beckett advised the meeting that there was no report.

5. **Parish Tree Warden's/Parish Footpaths/Compton Lock Representative's Report.**

Cllr. T.Threlfall's report is as per Appendix "C".

Cllr. Threlfall advised the meeting that he was unsure as to how to proceed, if further action by the Parish Council is to be pursued, in respect of Mrs. Fennel's concerns. General discussion ensued, the main points being as follows:-

The Parish Council prefer not to get involved in placing Tree Preservation Orders on trees located in private gardens.

It is preferable for concerned Parishioners to make approaches direct to Mr. Michael Edwards, Arboricultural Officer, Winchester City Council.

As Mrs. Fennel has a problem communicating with Mr. Michael Edwards, perhaps a neighbour of hers could make the necessary contact – possibly Mrs P.Ashcroft.

The trees being in a conservation area, whilst not necessarily being subject to T.P.O.'s, would have to be referred to Winchester City Council to their removal.

The Parish Council could ask Mr. Michael Edwards, if the trees in question are worthy of preservation.

Action:

Cllr. J.Millar to make a copy of Cllr. T.Threlfall's report available to Mrs. P.Ashcroft, for her to determine if she would wish to take the matter to Mr. Michael Edwards for the establishment of T.P.O.'s on the trees in the garden next to "Patchings".

Action:

Cllr. G.Beckett, in his capacity as District Councillor, to refer the matter of T.P.O.'s on trees in the garden of "Old Orchard", to Mr. Michael Edwards, Arboricultural Officer, Winchester City Council.

6. **Finance and Administration Committee - Convenor's Report.**

Cllr. N.Campbell-White had not submitted a written report, but reported orally as follows:-

a) **Parish Accounts - Cheques for payment**

The state of the Parish Council Accounts as at the date of this meeting was as per Appendix "G".

Cheques issued since the last Parish Council meeting were as per Appendix "H".

b) **Jubilee Pavilion – Outstanding Snagging List.**

Cllr. N.Campbell-White reported that progress had been made, but there were 4 items remaining outstanding, these are:-

1. The financial offer for not completing the specified thickness of hoggin to the car park is not accepted and the Parish Council have requested that the car park be completed in accordance with the original specification.
2. The flooding of the showers is an issue that remains unresolved, with the general opinion that the reasoning for the failure of water to disperse emanates from the small bore waste outlet discharging to drain.
3. An "as built" drawing of foul drainage was promised which is required to be handed over.
4. The construction of the gully at the entrance as per the original specification and drawings is required to be completed.

General discussion ensued on these matters, the main points being as follows:-

Point 1 – a "financial offer" had been made by Wilding Butler, to recompense the Parish Council for the shortcomings of the Car Park surface. This offer in the sum of £1200-00 was considered to be insufficient. A figure of £2,800-00 was estimated to be more appropriate, this being based upon quotations to put the matter right.

Agreed:

Cllr. N.Campbell-White is authorised by the Parish Council to negotiate a suitable settlement with Wilding Butler, providing that such financial settlement of the Car Park surface issue is at least £2,000-00.

Proposed: Cllr. N.Campbell-White

Seconded: Cllr J.Dolphin.

Vote: Unanimous.

Point 2 - It is envisaged that the problems in respect of the shower rooms will not be sorted out and it cannot be determined as to whose fault caused the problem. The problem is not caused by mud being washed down into the drains, but simply the diameter of the "gully" pipe taking the water to the drains. Wilding Butler seem to accept that this is a problem for which they are responsible.

Point 3 – the drawings will be provided.

Point 4 – the construction of a "gully" is part of the Car Park extension project and recompense for it not having been constructed will be included in the recompense figure negotiated for item 1 above.

The issue of the PIR lighting was raised and reference to the high cost of replacing the bulbs was made. Cllr. Campbell-White advised that this lighting was possibly unsuitable for the purpose for which it was installed. Constant switching on and off, as caused by rabbits etc., was said to be the cause. A possible solution is to have the lighting controlled by a time switch, thereby providing constant lighting during the hours of darkness. A suggestion to install cheap security lighting as sold by B & Q was considered. The matter will be put back to the Sports Club to determine what they would wish to have.

c) Jubilee Pavilion – Car Park extension.

Cllr. Campbell-White advised the meeting that three quotations had been received as follows:-

- | | | |
|--------------------------------|---|------------|
| 1. Wilding Butler Construction | - | £14,000-00 |
| 2. M M Surfacing | - | £12,000-00 |
| 3. Authorn Ltd. | - | £ 9,605-00 |

It is proposed that Authorn undertake the work as specified, details of the specification are held on file. It is understood that this work will commence within six weeks from the date of this meeting.

Agreed:

Authorn Ltd to carry out works to provide additional Sixteen Car Parking spaces, tarmac entrance driveway plus ancillary works, total price £9,605-00.

Proposed: Cllr. N.Campbell-White

Seconded: Cllr. J.Dolphin

Vote: Unanimous

d) Parish Council Insurances.

Cllr. Campbell-White advised members that the "Invitation for Renewal" had been received from the Parish Council Insurers. The premium had been significantly

increased, this being primarily due to the Insurance for the Jubilee Pavilion. The subject is to be reviewed and discussed by the Finance and Administration Committee and a decision on the way forward will be determined, this will be circulated to all members.

Agreed:

The Parish Council delegates the matter of the Parish Council's insurance to the Finance and Administration Committee and the results of the deliberations by that Committee will be acted upon without being reverted to the full Parish Council. Details resultant from the Committee's deliberations will be advised to all Parish Councillors.

Vote: by a show of hands, Unanimous.

d) Audit – Internal Auditor.

Cllr. Campbell-White advised the meeting that the Audit of the Parish Council's Accounts is shortly to be undertaken by the External Auditor, District Audit Plymouth. Preparatory to this the accounts have to be audited by the Parish Council's Internal Auditor. In previous years this has been undertaken by Haines Watts of Fareham. However, an enquiry from a local Accountant indicates that "Fair Account" may be able to undertake the Internal Audit role more cheaply.

Agreed:

The Parish Council delegates the selection of a suitable Internal Auditor to undertake the Internal Audit for the financial year 2004 – 2005 to Cllr N.Campbell-White and the Clerk.

Vote: By a show of hands, Unanimous.

7. Planning Committee. - Convenor's report.

a) Applications and decisions.

Applications and Decisions for the month of April 2005 are as per Appendix "D".

Cllr. A.Walmsley had not submitted a written report, but reported orally on the following:-

Highdown.

The Parish Council supported the Application for a single dwelling.

Winchester City Council has refused the Application.

The applicant is now taking the matter to Appeal.

There is also an outstanding Appeal on a previous Application for three dwellings on the same site.

It is suggested that a letter to the Planning Inspector from the Parish Council, supporting the Application for a single dwelling would be appropriate.

This matter will be reviewed by the new Convenor of the Planning Committee subsequent to this meeting.

St. Cross – Overcombe.

A significantly large quantity of planning documents covering the proposed development at Overcombe – St. Cross, had been received from Winchester City Council.

It is understood that the Application consists of demolition of Overcombe and neighbouring properties and the construction of twenty plus houses and apartments.

Access considerations are yet to be determined.

The matter will be reviewed by the new Convenor of the Planning Committee subsequent to this meeting.

Walcon's Yard

A letter had been received from the owners of Walcon's Yard, setting out some details as to future proposed use of the yard.

Essentially, these proposals consist of installing some 80 lockable "Containers" which would then be available for renting.

The proposals only cover part of the yard, the buildings at the far end being the subject of further consideration at a later date.

It is not clear whether a new Planning Application will be required or whether the existing Planning Consent will cover these latest proposals. However, it is assumed that a new Planning Application will be needed as the existing Planning Consent only covers "open storage". An amendment to the existing Planning Consent may be appropriate.

Concerns were expressed covering the piecemeal approach to obtaining Planning Approval, together with the noise and intrusion, traffic and lighting that the proposal will generate.

Certain discomfort was expressed concerning the request for support for a proposal before that proposal had been submitted.

The new Planning Committee should review the proposals and respond to the letter accordingly.

Action:

Cllr. J.Dolphin, in conjunction with the Planning Committee, to respond to the letter from the owners of Walcon's Yard, thanking them for providing the information and advising them that the Parish Council would object if the height of the proposed container storage was too great, the resultant vehicle movements were excessive and if the proposed lighting is intrusive and a cause of complaint from nearby residents.

HAPTC – Parish Plan Seminar

Cllr. Walmsley advised that HAPTC are holding a seminar upon the subject of developing a Parish Plan. A place had been booked and paid for by the Parish Council with Cllr. A.Walmsley as the named attendee. If any other member of the new Planning Committee was prepared to attend then the name can be changed.

Cllr G.Beckett advised the meeting that he had, in his capacity as District Councillor, made a "members enquiry" concerning the possible development associated with Crossway. It has been established that the proposed development will not be a "self build" and therefore many of the concerns previously raised are eliminated.

8. Playing Fields Management Committee. - Convenor's report.

Cllr. M.Shaw had not submitted a written report, but reported orally as follows:-

The Grass cutting on the two playing fields is being undertaken satisfactorily.

a) Golf Practice on Playing Fields – Notices.

A plea to Cllr. N.Campbell-White to put the notices up was made. Cllr. Campbell-White said that he had had problems with drilling the holes and obtaining the screws to do the job.

b) Cricket Nets – Memorial Playing Field.

The proposed Cricket Nets had been ordered and confirmation from the supplier received. Installation is scheduled for July/August 2005 and a request to bring this forward had been made. The Clerk advised the meeting that whilst an earlier date for installation had been requested, it is unlikely to be earlier than July/August.

9. Parish Hall.

(a) Report from our rep on CASCA Management.

Cllr. J.Millar's report is as per Appendix "E".

(b) Insurance Claim – Stolen White Star plates.

Cllr. Millar advised the meeting that the Insurance Claim is in hand, but the problem had been to place a value on the plates that had been stolen. No news from the Insurance Company had been received to-date. Additionally, the re-siting of the display cabinet, together with proposals for its security, are the subjects of discussions within CASCA.

Cllr. G.Beckett enquired as to what stage had been reached with regard to the deliberations concerning the Parish Hall Car Park. Cllr. Millar advised that no further plans had been determined as yet apart from recognising that the existing space is possibly not being fully utilised.

10. Highways, Byways, M3 and Environment Committee – Convenor's report.

Cllr. P.Caffyn's report is as per Appendix "F".

Cllr. Caffyn also advised the meeting of the following:-

The dates for resurfacing of the pavements on the "Main Road" had still not been advised to the Parish Council. The Clerk advised the meeting that a notice on the "Main Road" indicated that the work is due to start on the 14th May 2005 and last for 12 weeks. Cllr. Caffyn added that during this period all Busses and heavy goods vehicles will be re-routed around the "Main Road", details of these re-routes are not known at present, although it is expected that use of Fairfield Road will be made.

a) Railway Station – improvement to Car Park.

Cllr Caffyn had had significant problems in locating the appropriate contact names and numbers of the authorities to whom she should speak concerning this matter.

Action:

Cllr. J.Dolphin and Cllr. T.Threlfall to provide possible names and numbers of the appropriate Authorities to Cllr. P.Caffyn concerning the required improvements and possible extension to the Train Station Car Park.

Refurbishment of the Victorian Jubilee Memorial – Cllr. Caffyn advised that the required three quotations for the work had been received and that the matter would be taken forward by the new Highways and Byways Committee. Clearance of the bank adjacent to the Wayside Cross on Shawford Down had been delayed due to birds nesting there. When the nesting season is over, the work will be undertaken.

Grazing on Shawford Down

Some discussion on this subject resulted in the following salient points:

Whilst David Ball is progressing the application for funding, there is currently no activity in managing the Down.

It had been suggested that “volunteers” could be used to undertake some clearance of the rapidly deteriorating vegetation growth on the Down.

Chain mowing would not help as the cuttings would destroy the new growth if they were not removed.

It is understood to be illegal to have bonfires on the Down.

The proposal to graze Highland Cattle on the Down to keep the growth down, had been made over one year ago and since then nothing had happened.

Strong and protesting representations need to be made to the Countryside Service, Hampshire County Council, who are responsible for managing the Down.

Action:

Cllr. P.Caffyn to draft a letter of complaint to the Countryside Service, Hampshire County Council, concerning the state of Shawford Down, requesting them to undertake grass and scrub clearance at the earliest opportunity and thereby conform to their Management responsibilities for Shawford Down.

11. Committees – Election of Officers

Vice-Chairman

Finance and Administration

Planning

Playing Fields Management

Tree Warden/Footpaths/Compton Lock

Highways & Byways

CASCA Representative

Transport Representative

WDAPC Representative

CPRE Representative

Sports Club Representative

Winchester Villages Trust.

The election of Officers of the various Committees was undertaken, details as per Appendix “B”.

Action:

Cllr. A.Walmsley to draft a letter to Mr. and Mrs. R.Lowman requesting that they undertake the role of “Transport Representatives” on behalf of the Parish Council.

Action:

The Clerk to write a letter to Mrs. Lyn Spickernell, requesting her to continue in her role as the Parish Council’s Representative on the “Winchester Villages Trust”.

12. Annual Parish Assembly – Matters Arising.

Cllr. G.Beckett undertook a review of the Minutes of the Annual Parish Assembly held on the 27th April 2005, identifying any outstanding actions resultant from that meeting. The identified actions were as follows:-

Action:

Cllr. G.Beckett to write to Mrs Pat Edwards and Mr Jim Humberstone of City of Winchester Trust, thanking them for giving their presentation covering the future of Bushfield Camp to the Annual Parish Assembly.

Action:

Cllr. P.Caffyn to draft a letter, copy to Mr. Mike Matthews, to the Department of Transport concerning the removal of the pink tubes that were placed around the young trees for their protection, on the banks of the M3 motorway.

Action:

Cllr. P.Caffyn to draft a letter to Mr. J.Boundy and Mr. J Griffith, advising them of the actions that the Parish Council are pursuing in respect of Managing Shawford Down.

Action:

Cllr. A Walmsley to send an e-mail to Mr. A.Duguid in support of his initiatives in respect of the issues surrounding the Bishops Drain and its lack of flowing water.

Action:

Cllr. T.Threlfall to report the matter of the Navigation Footpath and its collapse to the Department of the Environment with a view to obtaining its repair.

Action:

Cllr. A.Walmsley to draft a letter in response to Mrs. Beth Southgate's letter requesting street lighting on the Main Road, Shawford, and on parts of Grove Road/Southdown Road. Such a response to advise that such street lighting is not desired within the Parish.

13. Civic Service – Sunday 16th October 2005

There were no issues arising, the subject will be raised again nearer the date of the Civic Service

14. Retirement of HAPTC Director.

Mrs. Suzanne Hudson, Director of HAPTC, is to retire in June 2005. A request for donations towards a "retirement gift" has been requested Mr Alan Lovell, Chairman of the Executive Committee – HAPTC. Cllr. G.Beckett was of the opinion that as Mrs. Hudson had been supportive of this Parish Council, such a donation from the "Chairman's Allowance" would be appropriate.

Agreed:

A donation in the sum of £50-00 towards a retirement gift for Mrs Suzanne Hudson, HAPTC, be paid out of the Chairman's Allowance and forwarded by the Clerk to HAPTC.

Vote: By a show of hands, Unanimous.

15. Damage to "Croesor", Shepherds Lane – Services to Jubilee Pavilion.

Cllr. G.Beckett advised the meeting that he had recently received a letter from Mrs. Ellis, during his term as Chairman, concerning damage to her garden wall caused by the laying of Services to the Jubilee Pavilion. The main points made were as follows:-

The Parish Council had previously assured Mr. & Mrs. Ellis that any damage to their property caused by the laying of services to the Jubilee Pavilion would be rectified by the Parish Council.

An inspection of the area in question indicated that a large part of the 18-inch high garden wall had been dislodged.

An estimate for its repair totalled approximately £120-00.

Cllr. N.Campbell-White advised that he had looked at the area concerned and had concluded that the Parish Council had no further liability. The only aspect where some liability may arise is at the end of the bank where a lack of soil was evident.

It was generally felt that Mr. & Mrs Ellis had been very accommodating during the works when construction of the Jubilee Pavilion was taking place and as a consequence the Parish Council should do all they could to be equally accommodating.

Agreed:

The Parish Council agrees to pay invoices received up to the value of £120-00 in respect of repairs to the grass bank and garden wall at "Croesor", Shepherds Lane, thereby ensuring that damage caused by laying the Services to the Jubilee Pavilion is rectified in accordance with previous agreements.

Proposed: Cllr G.Beckett

Seconded: Cllr. J.Millar

Vote: Unanimous.

16. Date of Next Meeting.
7th June 2005

Compton and Shawford Parish Council

Minutes of the Compton and Shawford Parish Council Meeting held on Tuesday 7th June 2005 in the Compton Room, Shawford Parish Hall, starting at 7.15pm.

Present:

Mr. A.Walmsley (Chairman), Mr. George Beckett, Mrs. P.Caffyn, Mr.N.Campbell-White, Mr.J.Dolphin, Mrs. J.Millar, Mr. T.Threlfall.

In attendance: District Councillor Murray Macmillan
County Councillor Charlotte Bailey.
0 Members of the Public

1. **Correspondence** - circulated to all members for their response.
The correspondence file containing the correspondence for the month of May 2005 was circulated to all Councillors who were in attendance.
2. **Apologies for absence.** Cllr. Mrs. M.Shaw
Cllr. Mr. J.Richardson
3. **Minutes** - To approve the minutes of the meeting held on 3rd May 2005 (as circulated)
Cllr. J.Dolphin pointed out that the Minutes were not dated. The Clerk advised that a line within the heading of the Minutes document had erroneously been deleted.

Cllr. N.Campbell-White raised a couple of minor points, but did not request changes to be made to the Minutes.

Agreed:

The Parish Council agreed that the Minutes of the meeting held 3rd May 2005, as circulated and amended to show the above correction, were a true record of that meeting.

Proposed:- Cllr. P.Caffyn

Seconded:- Cllr. N.Campbell-White

Vote :- Unanimous

The Chairman signed the minutes of the meeting held 3rd May 2005, as being a true record of that meeting.

4. **Matters arising and Outstanding Action Points** - from minutes and not mentioned elsewhere on the Agenda.
Action Points
The report of outstanding "Action Points" ID464, 459,466, 454, 453, and 378 to be amended to show that these "Actions" are now completed.

Cllr. G.Beckett raised the issue of the Parish Council informing Winchester City Council of the "Open Space Policy" that this Parish Council had adopted at its meeting on 5th April 2005. Whilst it had been discussed that this "Policy Statement" could be forwarded to Winchester City Council as being an indication of how these funds are to be utilised, an actual "Action Point" in this respect had not been established. It was generally accepted that this "Action" should be instigated.

Action:

Cllr. G.Beckett to draft a letter to the Chief Planning Officer, Winchester City Council, enclosing a copy of this Parish Council's "Open Space Fund – Policy Statement", detailing this Parish Council's policy in respect of future utilisation of funds from the Open Space Fund.

The Meeting will be closed

Statements, Observations and Questions from Members of the Public will be received and addressed. Maximum of 15 minutes allowed.

There being no members of the Public in attendance, there were no issues raised.

The Meeting will be re-opened.

5. **District Councillor's Report.**
District Councillor George Beckett's report is as per Appendix "B".

In addition to his report, Cllr. Beckett commented as follows regarding "Affordable Housing":-

The imposition of Affordable Housing upon developers wishing to build developments in excess of 15 dwellings, is seen to be a disincentive to undertake such development.

The, reduction in the number of dwellings in a development, which necessitates a percentage of "affordable housing", cannot be imposed by the Local Planning Authority.

Accordingly, it is anticipated that an increase in the number of "exception sites" will occur.

It has been suggested that some form of "sliding schedule" be developed in order to accommodate the required "affordable housing".

District Councillor Murray Macmillan advised the meeting that a meeting concerning Southampton Airport is to be held on Thursday 9th June 2005 at Shawford Parish Hall. The salient points about this meeting were:-

There will be approximately twenty-five invited attendees.

Cllr J.Dolphin and Cllr A.Walmsley will be attending on behalf of Compton and Shawford Parish Council.

David Cumming of Southampton Airport will be in attendance.

Resultant Minutes will be produced and Cllr Macmillan will report back to the next Parish Council meeting.

As an aside, Cllr. Macmillan advised that there are plans to phase out the BAE146 aircraft and replace it with the Embraer195, which will result in less noise pollution.

5a. County Councillor's Report.

County Councillor Charlotte Bailey's report is as per Appendix "C".

With regard to the issue of "Integra", Cllr. G.Beckett enquired whether there is any hope for the Integra Site in Poles Lane to have a change of use or be closed down. County Councillor Charlotte Bailey advised that at present there is little possibility for either a change of use or close down of the Integra Site in Poles Lane. Cllr. Bailey confirmed that she continues to monitor this matter.

Cllr. Bailey was asked as to the involvement of Hampshire County Council in the issue of the Itchen Navigation and the application of Lottery Funding. The Parish Council was unaware of this initiative. Cllr. Bailey advised that she became aware of this initiative through Otterbourne Parish Council . Cllr. T.Threlfall advised the meeting that reference to the possibility of obtaining Lottery Funding was made in the "Itchen Navigation News" publication and he was not particularly optimistic in the success of the proposal.

Some discussion took place on the matter of a "Bench Seat" at Highways Road Bus Stop. The main points being as follows:

The request concerns the Bus Stop on Otterbourne Road going north to Winchester.

The existing seat is not a proper Bench Seat and what is still there is rotten.

What is being sought is a Bench Seat, not a full Bus Shelter.

If the Parish Council provides a Bench Seat, it must be a proper Bench Seat, not just a plank of wood on concrete blocks.

The average cost of a proper Bench Seat is anticipated to be in the region of £650-00 to £700-00.

The Parish Council does not have any budget for such expenditure in this Financial Year.

It was generally accepted that there is a demand for a Bench Seat at the Highways Road Bus Stop.

Action:

The Clerk to investigate the possible provision and cost of a simple Bench Seat for possible installation at the Bus Stop at Highways Road, and report back to the next meeting.

6. **Parish Tree Warden's/Parish Footpaths/Compton Lock Representative's Report.**

Cllr. T.Threlfall's report is as per Appendix "D"

Cllr. Threlfall wished it to be recorded that the Parish Council should thank Anthony Duguid for his work in respect of the Bishops Drain. In addition, it was recommended that Mr. Duguid be involved with the Itchen Navigation and the possibility of Lottery Funding.

Action:

Cllr. A.Walmsley to advise Anthony Duguid of the initiative concerning the Itchen Navigation and the possible application for Lottery Funding, giving him the opportunity to involve himself in that project.

Cllr. T.Threlfall advised the meeting that he had attended two meetings recently concerning the Itchen Navigation where it was made apparent that the project is trying for Lottery Funding. Cllr. Threlfall is not optimistic as to its success.

7. **Finance and Administration Committee. - Convenor's Report.**

Cllr. N.Campbell-White's report is as per Appendix "E".

a) Parish Accounts - Cheques for payment

The state of the Parish Council Accounts as at the date of this meeting was as per Appendix "F".

Cheques issued since the last Parish Council meeting were as per Appendix "G".

b) Accounts for Financial Year 2004 – 2005.

Cllr. N.Campbell-White referred to the "Parish Council Accounts" for the financial year 2004 to 2005, which were circulated prior to the meeting. These accounts need approval by the Parish Council prior to being submitted to the Auditors. Questions on these accounts were invited, none were forthcoming.

Agreed:

The Parish Council Accounts for the Financial Year 2004/2005 as circulated, be adopted by the Parish Council.

Proposed: Cllr. N.Campbell-White

Seconded: Cllr. J.Dolphin

Vote: Unanimous.

c) Jubilee Pavilion – Outstanding Snagging List.

Covered within Cllr. N.Campbell-White's report. In addition, Cllr Campbell-White advised the following:-

Shower Room Drains.

The proposed solution put forward by Wilding Butler is not accepted.

The drains in one of the Shower Rooms will be opened up to reveal the underlying pipe-work – this to determine an acceptable solution. This will necessitate the lifting of the floor tiles and will be undertaken shortly.

Car Park Surface Thickness

Three inches of hoggin was put forward by Wilding Butler as being correct, albeit the quotation was for four inches.

To compensate for this shortfall, a rebate from the retention monies in the amount of £2,100-00 was requested and a maximum of £1,500-00 was offered by Wilding Butler. (£2,100-00 was the quoted amount to rectify the problems of the Car Park). Whilst it is accepted that Wilding Butler will not give a rebate of £2,100-00, Cllr Campbell-White considered the £1,500-00 was too little and thought he may be able to get it up to £1,750-00.

General discussion resulted in the consensus opinion that for the sake of £250-00, the time delay is not justified and that the matter should now be brought to a conclusion.

It was conceded that in order to save on costs, the original specifications were changed by Mr. Paul Murray – this has probably resulted in some of these problems.

Agreed:

The Parish Council accepts the rebate from Wilding Butler in the sum of £1,500-00 in respect of the shortcomings of the Car Park construction and authorises Cllr N.Campbell-White to accept the offered rebate, under advice from Gentle Associates, plus on condition that Wilding Butler makes progress on the Shower Drainage.

Proposed: Cllr. G.Beckett

Seconded: Cllr J.Millar

Vote: Unanimous.

Cllr. T.Threlfall wished it to be recorded that the Parish Council gives a vote of thanks to Cllr. N.Campbell-White for all his hard work in endeavouring to resolve these issues. This was unanimously supported.

d) Jubilee Pavilion – Car Park extension.

Cllr. Campbell-White reported that work is shortly to commence on providing the following:-

8 additional Car Parking spaces at the north end of the existing Car Park.

Tarmacing of the Car Park entrance.

Drainage works.

A soak away at the bottom of the Car Park.

8 additional Car Parking Spaces at the southern end of the existing Car Park entrance.

In addition, a draw down of £6,000-00 from the Open Space Fund has been applied for.

e) Parish Council Insurances.

Covered within Cllr. N.Campbell-White's report. A revised quotation from Cornhill Insurance is awaited. Acceptance and payment of the revised quotation is delegated to the Finance and Administration Committee.

f) Audit – Internal Auditor.

Cllr. N.Campbell-White advised the meeting that as part of the Audit Process, the "Annual Return" has to be completed by the Responsible Financial Officer and submitted to the External Auditor, The District Audit, Plymouth. Part of this Annual Return is the "Statement of Assurance" which has to be completed subsequent to formal confirmation by the Parish Council. This "Statement of Assurance" is detailed in the following eight Statements, all of which have to be confirmed by the Parish Council, or reasons for non-compliance given.

Cllr. T.Threlfall requested that the wording of item 3 be changed from ...Parish Council have taken ... to Parish Council has taken... This amendment was duly incorporated.

Agreed:

It was proposed that all eight items be voted upon under one single vote in preference to voting on each item individually.

Proposed: N.Campbell-White

Seconded: Cllr. A.Walmsley.

Vote: Unanimous

Agreed:

- 1) The Parish Council has approved the statement of accounts, which have been prepared in accordance with the requirements of the Accounts and Audit Regulations and proper practices.
- 2) The Parish Council has maintained an adequate system of internal control, including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness.
- 3) The Parish Council has taken all reasonable steps to assure themselves that there are no matters of actual or potential non-compliance with laws, regulations and codes of practice which could have significant financial effect on the ability of the council to conduct its business or on its finances.
- 4) The Parish Council has provided proper opportunity for the exercise of electors' rights in accordance with the requirements of the Accounts and Audit Regulations.
- 5) The Parish Council has carried out an assessment of the risks facing the council and taken appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required.
- 6) The Parish Council has maintained an adequate and effective system of internal audit of the Council's accounting records and control systems.
- 7) The Parish Council has taken what they consider to be appropriate action on all matters raised in previous reports from the internal and external auditors.
- 8) The Parish Council considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the end, have a financial impact on the Council and, where appropriate have included them in the statement of accounts.

Proposed: Cllr N.Campbell-White

Seconded: Cllr. J.Dolphin

Vote: Unanimous.

Cllr. N.Campbell-White advised the meeting that he and the Clerk had a lengthy meeting with Mr. Paul Reynolds of "Fair Account", concerning the issue of an Internal Auditor for the parish Council. The salient points were as follows:

Paul Reynolds of "Fair Account" appeared to be able to give a far more comprehensive Audit when compared with the previous Auditor that has been used for the past few years.

It was clear that Paul Reynolds has considerable experience in Auditing Parish and Town Councils.

Twyford Parish Council use Paul Reynolds and are extremely happy with his competence and the service provided.

Whilst the cost of Paul Reynolds' service is only slightly cheaper than that of the previous Internal Auditor used by this Parish Council, it is recognised that the level of service and competence applied to the Audit will result in a far greater degree of confidence in the Audit process.

Paul Reynolds will charge £400-00 per year over a three-year period, plus an additional £50-00 for the first year in order to establish a living "Risk Assessment".

Agreed:

Compton and Shawford Parish Council authorises the Clerk to appoint Mr. Paul Reynolds of "Fair Account" to be the Parish Council's Internal Auditor for a three year period, commencing with the Audit of the 2004/2005 Parish Council Accounts.

Proposed: Cllr. N.Campbell-White

Seconded: Cllr. J.Dolphin

Vote: Unanimous

The question raised of arranging for three Quotations for providing Auditing services is considered not to be applicable because of the following:-

The Annual Cost of this service is currently less than £500-00, therefore only two Quotations would be required.

Extrapolation of the Previous Internal Auditor's fees, together with the quotation provided by Paul Reynolds adequately covers the question of two quotations.

The issue of "Internal Audit" is an issue that has been imposed upon the Parish Council. It is part of the overall Audit Process, the External Audit element being outside the Parish Council's control.

Action:

The Clerk to progress the appointment of Paul Reynolds of "Fair Account", as Internal Auditor for Compton And Shawford Parish Council, commencing with the Audit of the 2004/2005 Accounts. Also to advise the previous Internal Auditor, Richard Duck of Haines Watts, that the Parish Council will no longer be using his services.

g) Tennis Club – commencement of construction of third Tennis Court.

Cllr. N.Campbell-White advised the meeting that work on the construction of the Third tennis Court is to commence shortly. Discussions ensued, the main points being as follows:-

Cllr. N.Campbell-White will be overseeing the works.

Details concerning the landscaping of the area were outlined.

A large amount of Topsoil will necessarily have to be imported to allow for grading and eventual gang mowing.

The existing Fir trees on the site will necessarily require removal, the immediate neighbours are in favour of their removal. Such removal will be free of cost to the Parish Council – there are no Tree Preservation Orders on these Fir trees.

The Electricity supply post should be removed, this has been scheduled with S.E.B. for some two years.

There will be no rising in the vertical alignment of the Third Tennis Court, the proposed height of which is understood to be accepted by the immediate neighbours.

Agreed:

The Parish Council agrees that the existing Fir Trees on the land immediately adjacent to the site of the proposed third Tennis Court should be removed at no cost to the Parish Council, such removal being part of the preparations for Landscaping the area adjacent to the Third Tennis Court.

Vote: By a show of hands, Unanimous.

8. **Planning Committee. - Convenor's report.**

Cllr J.Dolphin's report is as per Appendix "H".

a) Applications and decisions.

Applications and Decisions for the month of January 2005 are as per Appendix "I".

General discussion on Planning matters ensued, the main points being as follows:-

Overcombe & Rothiemurchus, St. Cross Road.

The previous decision not to make an objection has been reconsidered.

If no objection is raised, the Application may be decided under Delegated Powers by the Officers of the Planning Department, Winchester City Council.

Under this process, the Application may be approved.

If the Parish Council objects to the Application, the matter must go to Committee.

In view of the objection raised by City of Winchester Trust, together with the fact that such a development would set an undesirable precedent, it is felt that the Parish Council should Object.

Despite only one part of the proposed development being within the Parish of Compton and Shawford, it is considered that failure to Object now would preclude the Parish Council from objecting to later stages of the proposed Development.

If the Parish Council does not Object, the District Councillor G.Beckett, will raise an objection, although he would prefer that the Parish Council objects.

Even though the date for submissions has past, the Planning Department, Winchester City Council, has agreed to accept a late representation by e-mail.

Agreed:

The Parish Council agrees to raise an Objection to the Planning Application concerning Overcombe & Rothiemurchus, St. Cross Road – ID277 – ref. W 19394/01.

Vote: By a show of Hands, Unanimous.

Action:

Cllr. J.Dolphin and Cllr. G.Beckett to draft an e-mail to the Planning Department, Winchester City Council, objecting to the Planning Application concerning Overcombe & Rothiemurchus, St. Cross Road – ID277 – ref. W 19394/01.

Old Orchard, Compton Street.

The Planning Application is for a "Refurbishment" rather than a "Redevelopment".

A subsequent Planning Application concerns the demolition of a garage, this being necessary as it is located within the conservation area.

A neighbour has requested that the Parish Council raise a "Comment", not an "Objection", as the proposed refurbishment will result in an element of their property being overlooked.

It was concluded that the proposed "Refurbishment" conformed with the Parish Council's Planning Policy and it would be preferable to take no action.

Kingsmere, Bridge Lane.

The neighbours to this proposed development have no concerns.

The trees to be removed will be replaced.

Westbrook, Fairfield Road.

Declaration of Interest:

Cllr J.Dolphin declared an interest in this issue due to the fact that the Planning Application concerns trees adjacent to his property.

The Planning Application concerns the removal of a tree which has a Tree Preservation Order upon it.

The Neighbours are not concerned by the proposal to remove the tree.

It was concluded that the matter should be left in the hands of the Planning Department, Winchester City Council.

b) Parish Plans – report on seminar.

Cllr. J.Dolphin's report upon the Seminar he attended is as per Appendix "J".

Significant discussion ensued, the salient points being as follows:-

Parish Plans do impact the Planning process.

Local Area Design statements, such as that being developed for Compton Down, are a small part of a Parish Plan, but in the Planning process have limited impact.

Parishes without a Parish Plan will come under pressure to develop such Plans. The "Village Appraisal" that was prepared some twenty years ago may be useful, Cllr G.Beckett will endeavour to locate the document.

It was suggested that the Parish Council should establish if there is sufficient interest in the subject within the Parish, to develop a Parish Plan.

It was also suggested that all of the Residents Associations should be invited to be involved.

In order to progress the matter, a Working Group of Parish Councillors will be established to move the issue forward.

Cllr. J.Millar, Cllr, P.Caffyn, Cllr, J.Dolphin and Cllr. A.Walmsley volunteered to be on the Working Group. Cllr. J.Richardson and Cllr. M.Shaw will be asked if they wish to join.

Action:

Cllr. J.Dolphin to convene a meeting of the "Working Group" to consider the method, aims and benefits of developing a Parish Plan, involving external help as appropriate from the inception of the Working Group.

Action:

District Councillor G.Beckett and/or District Councillor Murray Macmillan to make enquiries within the Planning Department, Winchester City Council, as to whether the District Council can provide any assistance in this Parish producing a Parish Plan together with the possibility of any funding that may be available.

It was advised that there is to be a public meeting on the 13th July 2005 concerning the development of a Local Area Design Statement for Compton Down.

9. Playing Fields Management Committee. - Convenor's report.

Cllr. M.Shaw was not in attendance, but had submitted a written report which is as per Appendix "K".

a) Golf Practice on Playing Fields – Notices.

It was noted that the notices banning Golf Practice on the Memorial Playing Field have been installed.

The Clerk advised the meeting that he had received a telephone call from an elderly Parishioner who did not want to be named, that despite the notices banning Golf Practice, Mr. Terry Long continues to undertake Golf Practice on the Memorial Playing Field. Some discussion ensued as follows:-

It is possible to enact a byelaw via Winchester City Council.

Having placed notices on the Playing Field, the Parish Council should take all reasonable steps to enforce the requirements of those notices.

Action:

Cllr. J.Dolphin to draft a letter to Mr. Terry Long requesting him to stop undertaking Golf Practice on the Memorial Playing Field, in conformance with the recently installed notices to this effect.

b) Cricket Nets – Memorial Playing Field.

The Clerk advised the meeting that the order for provision and installation of the proposed Cricket Nets has been submitted to GTC Sports Ltd. Installation will take place at the end of July, early August 2005 and this date is unlikely to be brought forward. It is essential that the precise location of these proposed Cricket Nets be established with the Sports Club before this date.

Action:

Cllr. M.Shaw together with the involvement of the Playing Fields Management Committee to establish by agreement with the Sports Club the precise location of the Proposed Cricket Nets on the Memorial Playing Field.

10. Parish Hall.

(a) Report from our rep on CASCA Management.

Cllr. J.Millar's report is as per Appendix "L".

In addition, Cllr Millar advised the meeting of the following:

There has been no feedback on the issue Car Parking at Shawford Parish Hall and the surrounding area.

Various Licensing issues, resultant from recent legislation, are being considered by CASCA.

(b) Insurance Claim – Stolen White Star plates.

A response from the Insurance Company is still awaited in respect of the stolen “White Star Plates”. Until this response is received, no action will be taken with regard to displaying any replacement plates.

11. Highways, Byways, M3 and Environment Committee – Convenor’s report.

Cllr. P.Caffyn’s report is as per Appendix “M”.

a) Shawford Down

A response from the Countryside Service, Hampshire County Council, in respect of complaints concerning the Management of the Down is as per Appendix “N”. Extensive discussion on this matter took place, the main points being as follows:-

The response blames the lack of Budgets for the lack of maintenance to the Down.

Residents of Compton and Shawford contribute through their Council Taxes to the Hampshire County Council Budgets.

As a result, Residents are entitled to expect the maintenance of Shawford Down to be undertaken.

Consequently, the response from the Countryside Service is unacceptable.

Accordingly, the matter should be escalated and the matter of maintenance of the Down resolved as soon as possible.

Action:

Cllr. P.Caffyn to draft a letter to Hampshire County Council in response to the letter from the Countryside Service, advising that their response is entirely unacceptable and that a Budget must be found and maintenance of Shawford Down must be undertaken immediately.

Cllr. P.Caffyn raised the matter of maintenance of the area surrounding the Wayside Cross, Shawford Down. Previously grass cutting and scrub clearance in this area had been undertaken voluntarily by a member of the British Legion. Unfortunately, this person is now unable to continue due to illness.

Agreed:

It was agreed that it is incumbent upon the Parish Council that the areas around the Wayside Cross and the Stone War memorial should be maintained by the Parish Council. It is envisaged that the grass and any encroaching scrub should be cut approximately three times per year, the responsibility for this activity falling to the Highways and Byways Committee.

Vote: By a show of hands, Unanimous.

c) Railway Station – improvement to Car Park.

Cllr. P.Caffyn had established a very helpful contact in respect of the Railway Station and possible improvements to the Railway Car Park. The matter is being progressed.

d) Victorian Jubilee Memorial

In view of the state of the Victorian Jubilee Memorial, complete restoration is deemed desirable. To this end, new specifications have been sent out requesting quotations. One quotation has been received to date. Additionally, grant possibilities are being investigated.

Cllr. J.Dolphin raised the matter of the grass verge at the junction of Southdown Road and Otterbourne Road. Since the recent road works, this grass verge has not been returned to its original state.

Action:

Cllr P.Caffyn to draft a letter to the appropriate Highways Authority, requesting that the grass verge at the junction of Southdown Road and Otterbourne road be repaired and returned to its original state, subsequent to the recent road-works.

The Chairman, Cllr. A.Walmsley, addressed the issue of appointing a parish Council Transport Representative. Discussions with Mr. Roger Lowman indicated that he is happy to take on the role. In order to save on un-necessary effort, it was proposed that in future a "Transport Representative's Report" will not be needed at each and every meeting. Instead, an item of "Transport Matters" will appear on the Agenda under which anything of relevance can be reported if it should arise.

Cllr. J.Millar advised the meeting that there had again been problems reported to her concerning the Bus Service into and out of Compton Village. It is understood that the Bus Driver has on occasion provided a less than satisfactory service. It was pointed out that the Parish Council would need something in writing before any action could be undertaken.

12. Hampshire Chronicle – report of Parish Council meetings.

The Hampshire chronicle advised the Clerk subsequent to the submission of the report of the Last Parish Council meeting, that they are no longer printing the reports of Parish Council meetings as submitted by the Parish Councils. The Hampshire Chronicle would be happy to take such reports and then "cherry pick" selected items, which they would edit to make worthy news stories. The Clerk informed the meeting that he was not inclined to facilitate this method of reporting of the Parish Council meetings, as it is open to misrepresentation, misunderstanding and possibly misleading. Accordingly, it is proposed that reports will no longer be submitted to the Hampshire Chronicle for publication, but as requested the Agenda for forthcoming Parish Council meetings will be submitted for information purposes. The reports submitted to the Parish Magazine will continue.

Some discussion ensued as follows:-

The Parish Council wishes to maintain the policy of openness.

Publication of Parish Council business is a way of maintaining this openness.

The reluctance on the part of the Clerk to provide reports, which will be re-edited, cut and changed in format, is fully understood.

As requested, the Agenda for any forthcoming Parish Council meeting will be submitted to the Hampshire Chronicle for information purposes. If, as a result, the Hampshire Chronicle chooses to send a reporter to that meeting, then that is a matter for them.

A possible solution is to place the full Minutes, less appendices, on the Parish Council WEB site and to direct the Hampshire Chronicle to that WEB site for any required information.

However, putting the full Minutes, less appendices, on the WEB site can only take place when such Minutes have been ratified at the Subsequent Parish Council meeting. Accordingly, for the purposes of reporting in the Hampshire Chronicle, the information made available will be at least one month out of date.

Agreed:

The report of Parish Council meetings will no longer be submitted to the Hampshire Chronicle for publication. The full Minutes of the Parish Council meetings, less appendices, will be put of the WEB, subsequent to ratification at the subsequent Parish Council meeting, and the Hampshire Chronicle directed to the WEB site for information concerning the business of the Parish Council.

Vote: By a show of hands, Unanimous.

A.O.B.

- i. Cllr. J.Dolphin advised the meeting that a new Headmistress has been appointed at Compton Primary School. Her name is Lindsay Macarthy.
- ii Cllr. A. Walmsley advised that Winchester City Council are shortly going to install school zig-zag lines in Compton Street, although the discussion about siting of further yellow lines is ongoing. Some Residents are strongly opposed to these plans. However, it must be accepted that as child safety is involved the Parish Council would need a very strong case to go against the advice of the Highways Authority.

13. Date of Next Meeting.

5th July 2005.

Compton and Shawford Parish Council

Minutes of the Compton and Shawford Parish Council Meeting held on Tuesday 5th July 2005 in the Compton Room, Shawford Parish Hall, starting at 7.15pm.

Present:

Mr. A.Walmsley (Chairman), Mrs. P.Caffyn, Mr.N.Campbell-White, Mr.J.Dolphin, Mrs. J.Millar, Mr. J.Richardson, Mrs. M.Shaw, Mr. T.Threlfall.

In attendance: District Councillor Murray Macmillan
County Councillor Charlotte Bailey.
1 Member of the Public

1. **Correspondence** - circulated to all members for their response.
The correspondence file containing the correspondence for the month of June 2005 was circulated to all Councillors who were in attendance.
2. **Apologies for absence.** Cllr. Mr. George Beckett,
3. **Minutes** - To approve the minutes of the meeting held on 7th June 2005 (as circulated)
There were no changes or amendments requested.

Agreed:

The Parish Council agreed that the Minutes of the meeting held 1st February 2005, as circulated, were a true record of that meeting.

Proposed:- Cllr. T.Threlfall

Seconded:- Cllr. J.Millar

Vote :- Unanimous

The Chairman signed the minutes of the meeting held 7th June 2005, as being a true record of that meeting.

4. **Matters arising and Outstanding Action Points** - from minutes and not mentioned elsewhere on the Agenda.
Matters Arising:
There were no matters arising.
Outstanding Action Points:
Outstanding Action Points as at the time of this meeting were circulated prior to this meeting. Consequently, the outstanding Action Points as a result of this meeting are as per Appendix "A".

Cllr. J.Dolphin apologised for not having attended to the action points listed against his name and advised that they were to be carried forward to the next month.

Cllr. N.Campbell-White advised the meeting that the outstanding action point ID424 had not been undertaken and was now considered in-appropriate to pursue. Accordingly, the Action point should be deleted.

It was noted that numerous outstanding Action Points remain on the list against Cllr. G.Beckett's name.

The Meeting will be closed

Statements, Observations and Questions from Members of the Public will be received and addressed. Maximum of 15 minutes allowed.

Mr. Nick Chadwick, Manager, Bridge Hotel, Shawford, was in attendance and he wished to allay the many concerns over the issue of licensing the Bridge Hotel so that it can be open until 2-00am every day. The points he made were as follows:

A "Blanket Licensing Application" had been submitted by the brewery covering all of its Public Houses in the area.

This application had been submitted to the wrong Authority and will have to be submitted again to Winchester City Council.

The need to submit new Licensing Applications had been occasioned by the changes in the Licensing Laws.

28 days notice is required for the new licensing Application.

The Application will include a closing time of 2-00am for no other reason other than eliminating the need to obtain "one off" licenses for special occasions.

Nick Chadwick has no intention to keep the Bridge Hotel open until 2-00am every day. He made the point that he only gets paid until 11-00 pm and that he is very keen not to annoy local residents as he is also a resident of Shawford.

The nature of the business undertaken at the Bridge Hotel is primarily the serving of food, which tends to be finished by 10-30pm each day.

There is minimal purely drinking business and therefore there will be no need for an extended opening time.

Under the new Licensing Laws, the Premises have to be Licensed as well as the Landlord who is licensed under a separate License. If Mr. Chadwick left the Bridge Hotel, he would take his personal Licence with him and any new Landlord would bring his own personal Licence with him. The Premises Licence would remain with the Premises and it is the Premises Licence that has the hours of opening.

General discussion ensued, the main points being as follows:-

Whilst it is accepted that Mr. Nick Chadwick has no intention to use the proposed licensed hours of up to 2-00am each day, any change of Landlord may result in the proposed 2-00am closing times being implemented.

Such a "closing time" at the Bridge Hotel is considered unacceptable and not in keeping with the nature of Shawford village.

Agreed:

The Parish Council objects to the Licensing of the Bridge Hotel whereby it can stay open until 2-00am every day and would only accept an extended opening time until midnight each day, with the exception of New Years Eve at which time closure could be extended to 1-00am.

Proposed:- Cllr. N.Campbell-White

Seconded:- Cllr. J.Dolphin

Vote:- Unanimous

Action:

The Clerk to write to the Licensing Authority, Winchester City Council, expressing the Parish Council's objection to allowing the Licensing Application for the Bridge Hotel to have a 2-00am closing time every day. A closing time of midnight would be acceptable, with the exception of 1-00am on News Years Eve.

The Meeting will be re-opened.

5. **Police Report.**

Police Constable Mark Smith was not in attendance and had not submitted a report.

6. **District Councillor's Report.**

District Councillor G.Beckett was not in attendance and had not submitted a report.

District Councillor Murray Macmillan advised the meeting concerning the question of aircraft flying into and out of Southampton Airport, the main points being as follows:

A new routing trial period is commencing.

The new routes run east of Winchester city.

It is essential that any complaints arising from this new routing trial be advised to Southampton Airport.

Details of the new routing trial have yet to be advised to Murray Macmillan

Murray Macmillan pointed out that the meetings with Southampton Airport that he chairs, are only consultative meetings and can only have any benefit through persuasion of the Authorities to initiate changes requested by the residents of affected Parishes.

7. **County Councillor's Report.**

County Councillor Charlotte Bailey's report is as per Appendix "B".

In addition to her report, County Councillor Charlotte Bailey advised the meeting of the following:-

Shawford Down

There is no individual Budget for the management of Shawford Down, Mr. David Ball has a Budget from which numerous sites has to be managed.

Since the letter to Mr. David Ball, his line manager, Mr Charles Cuthbert, is happy to hold a meeting with the Parish Council.

Charlotte Bailey is happy to co-ordinate this meeting.

Cllr. A.Walmsley advised that he had received some complaints about the overgrown footpath from Compton Street to Hurdle Way. It is understood that this footpath is on Hampshire County Council Land and as such it is their responsibility to maintain it. County Councillor Charlotte Bailey advised that Mr. Neil Broadbent should be advised.

8. Parish Tree Warden's/Parish Footpaths/Compton Lock Representative's Report.

Cllr. T.Threlfall's report is as per Appendix "C".

In addition, Cllr. Threlfall commented upon the following:-

Water levels in the Itchen Navigation continues to fall due to water being diverted to the "Meads Project".

It is understood that Winchester City Council, through the Department of the Environment, control this.

In addition, there has been significantly less rainfall this year.

9. Transport matters.

There were no matters brought to the attention of the Parish Council. It was commented that there was a useful article published in the Parish Magazine about Transport issues.

10. Finance and Administration Committee. - Convenor's Report.

Cllr. N.Campbell-White's report is as per Appendix

a) Parish Accounts - Cheques for payment

The state of the Parish Council Accounts as at the date of this meeting was as per Appendix "E".

Cheques issued since the last Parish Council meeting were as per Appendix "F".

b) Jubilee Pavilion – Outstanding Snagging List.

Covered within Cllr. N.Campbell-White's report, Appendix "D"

In addition, Cllr. Campbell-White stated that he was confident that all outstanding issues have been resolved. The final matters in respect of the drains in the shower rooms are currently being worked upon. As a result of this, Gentle Associates have issued their "Final Certificate" to the Builder, Wilding Butler, who in turn have issued their final invoice requesting payment of the residual retention monies. The Clerk will release the cheque to Wilding Butler upon receipt of confirmation from the Sports Club Representative that all is in order.

Action:

Cllr. A.Walmsley, the Sports Club Representative, to confirm that all outstanding work agreed with Wilding Butler in connection with constructing the Jubilee Pavilion, is complete and that the residual Retention Monies may be paid.

The question of the external lighting is considered to be outside the remit of Wilding Butler as the lighting installed is as per the specification. A separate exercise will need to be undertaken in conjunction with the Sports Club by which a suitable solution to the problems experienced, can be found.

c) Jubilee Pavilion – Car Park extension.

Covered within Cllr. N.Campbell-White's report, Appendix "D". In addition Cllr. Campbell-White reported that the work on the Car Park and its extension had now been completed. This despite, certain members of the Tennis Club removing temporary barriers and driving onto the extended Car Park before the surface had settled. The Contractor, repaired the damage caused.

Cllr. Campbell-White conceded that a problem may arise in the future due to the levels, determined by himself, were wrong. The water run-off is towards the Pavilion and then

down over the extended Car Park to the south of the Pavilion. This may require additional scalplings over this extended Car Park area.

Cllr. Campbell-White considered that any further Car Park extension should not be needed. However, it was noted that at time of heavy usage of the Memorial Playing Field, people are still parking their cars on the playing Field adjacent to Mr. Bob Jordan's property.

d) New Tennis Court.

Covered within Cllr. N.Campbell-White's report, Appendix "D". In addition, Cllr Campbell-White reported that some delays in construction had occurred, but it is envisaged that work will be completed in approximately five weeks time.

In order to achieve adequate Landscaping of the areas around the Third Tennis Court, an amount of "top-soil" had to be purchased. In order to save on costs for this, such purchases had to be made by bidding over the telephone. Due to Cllr. Campbell-White's absence, it was requested that Cllr. J.Richardson be authorised by the Parish Council to purchase sufficient "top-soils" should it be needed and when it is needed.

Agreed:

Cllr. J.Richardson is authorised to purchase sufficient "top-soil" should it be needed, as and when it is needed, without being subject to the usual three quotations procedure, for the purpose of Landscaping around the Third Tennis Court.

Proposed: Cllr N.Campbell-White

Seconded: Cllr. J.Millar.

Vote: Unanimous.

e) Broken Water Pipes on playing field adjacent to third Tennis Court.

Covered within Cllr. N.Campbell-White's report, Appendix "D", all matters sorted out and repairs undertaken by Cllr. J.Richardson and Cllr. N.Campbell-White.

The Chairman, Cllr. A.Walmsley, expressed the Parish Council's thanks to Cllr. N.Campbell-White for all the work he had undertaken in respect of the Jubilee Pavilion, Car Park and Third Tennis Court. He also expressed the Parish Council's thanks to Cllr. J.Richardson for his work in respect of the broken water pipes.

f) Audit

The Clerk reported that the Internal Audit had been completed, the main points being as follows:-

It was considered that this Internal Audit was the first proper Audit that the Parish Council had been subjected to.

The Internal Audit was considered by the Clerk to be comprehensive.

Only a couple of points were raised in respect of presentation of the accounts, these were incorporated prior to submission to the External Auditor.

A lengthy meeting with the Internal Auditor enabled the Annual Return to be submitted to the External Auditor.

The Internal Auditor is now preparing a Parish Council "Risk Management" document, which will be a "living document" for the life of the Parish Council.

Parish Councillors can now be assured that the Parish Council Accounts, procedures and records are as they should be.

11. Planning Committee. - Convenor's report.

Cllr. J.Dolphin's report is as per Appendix "G".

a) Applications and decisions.

Applications and Decisions for the month of June 2005 are as per Appendix "H".

b) Report on Parish Plan Working Group.

Cllr. J.Dolphin advised the meeting that due to the pressure of other commitments, he had not been able to instigate any action on this matter. This will be addressed during the Summer recess and reported on at the September Parish Council meeting. However, it was mentioned that A Public Meeting is due to take place on the 13th July 2005 at Shawford Parish Hall, concerning the project covering the "Local Area Design Statement" for Compton Down. Being a Public meeting, all those Councillors who are able to, should attend.

Cllr. J.Dolphin raised the matter of the receipt of notification of Planning Applications and Planning Decisions. It would appear that there is a significant delay in the Parish Council receiving these notifications from Winchester City Council. So much so, the Parish Council often has very little time to make any representations before the "expiry date".

Action:

Cllr. J.Dolphin to draft a letter to the Planning Department, Winchester City Council, advising them that the significant delays in the notification of Planning Applications and Planning decisions being received by the Parish Council is un-acceptable.

12. Playing Fields Management Committee. - Convenor's report.

Cllr. M.Shaw had not submitted a written report, but reported orally as follows:-

Children's Play Area, Compton Street.

Playdale had undertaken some repairs to the "wetpour" ground surface underneath the Play equipment.

The repairs undertaken were considered to be un-acceptable.

The Clerk had written to Playdale complaining about the repairs and requesting a meeting to discuss the matter.

a) Cricket Nets – Memorial Playing Field.

A letter had been received from Mr. W.I.Acton who was complaining about the location of the proposed Cricket Nets on the Memorial Playing Field. General discussion took place, the main points being as follows:

Some of the points raised by Mr. Acton were factually incorrect; e.g., there would be no "guy ropes" for people to trip over.

The proposed location is considered by all parties to be the most suitable location in respect of nearness to residential dwellings, the site lines and direction of the sun.

The complaint about using "Ratepayers" money is ill-founded in that the cost will be met out of the Open Space Fund, not the precept.

Access to the footpath to Cliff Way will not be impeded.

Some scrub and tree clearance in the north-east corner of the Memorial Playing Field will necessarily have to be undertaken, this had already been planned. This in itself will make access to the footpath easier.

It is not certain precisely why, and about what, Mr. Acton is complaining.

Concerns had also been raised by Veronica Bliss over the question of access to the Footpath from Memorial Playing Field to Cliff Way.

The matter had been fully discussed with the Sports Club and it had been concluded that there was no suitable alternative location for the proposed Cricket Nets.

Action:

Cllr. A.Walmsley to draft a letter in response to Mr. W.I.Acton's letter which complained about the location of the proposed Cricket Nets on Memorial Playing Field.

13. Parish Hall.

(a) Report from our rep on CASCA Management.

Cllr. J.Millar submitted the Minutes of the CASCA Trustees' Meeting held on the 10th June 2005, as her report, which is as per Appendix "I".

Cllr. Millar also advised that there had been two meetings of the Management Committee since the Last Parish Council meeting.

Cllr. N.Campbell-White advised the meeting of two matters as follows:

Licensing of the Parish Hall

With the introduction of the new Licensing Laws, this subject was under investigation in respect of how it affects CASCA and Shawford Parish Hall.

It appears that different Parish Halls are taking different approaches to the question of Licensing.

Currently a "wait and see" approach is being pursued.

Frank Smith, being the Caretaker for the Parish Hall, is likely to require some training in order to conform with the requirements of the new Licensing Law.

The whole question is still under investigation.

6 monthly inspection of Shawford Parish Hall.

The inspection was undertaken recently.

Cllr. Campbell-White thought it could have been more thorough.

There were no problems arising.

The healthy Sinking Fund continues to be contributed to.

Cllr. J.Millar raised the issue of the "ancient clock" that is currently located in the Heathcote Room. Discussion encompassed the following:

The clock is not working.

It had been suggested that it should be sold.

Previous discussions on selling the clock resulted in the decision that it should not be sold.

If it were to be sold, the proceeds could be put to good use.

The Parish Council own the clock, therefore it is the Parish Council that should decide.

In order to determine if it is worthwhile embarking upon a course of action, which will result in the clock being sold, it is necessary to determine its value.

Action:

Cllr. N.Campbell-White to obtain a valuation of the ancient clock, presently located in the Heathcote Room, Shawford Parish Hall, and report back to the September Parish Council meeting at which the decision to sell, or not to sell, the clock can be made.

(b) Insurance Claim – Stolen White Star plates.

Cllr. J.Millar advised the meeting that an Insurance Claim had been submitted to CASCA's Insurers and a response is still awaited.

14. Highways, Byways, M3 and Environment Committee – Convenor's report.

Cllr. P.Caffyn's report is as per Appendix "J".

Cllr. Caffyn advised the meeting that she was unable to locate the "pink tubes" referred to by Mr. Mike Mathews at the Annual Parish Assembly. It was pointed out that these "pink tubes" are located either side of Shepherds Lane, by the entrance to the Jubilee Pavilion. Cllr. Caffyn responded by advising the meeting that they will now be investigated. Cllr. M.Shaw will also be attending to some of these matters when she addresses the question of landscaping around the Memorial Playing Field.

a) Shawford Down

Cllr. Caffyn advised the meeting that subsequent to her letter to Mr. David Ball, Countryside Service, Hampshire County Council, his manager, Mr. Charles Cuthbert had agreed to a meeting to discuss the Management, or lack of it, of Shawford Down. This meeting can be arranged for the 15th, 20th or 22nd July 2005 and Parish Councillors were asked to be available for such a meeting.

Action:

Cllr. P.Caffyn to arrange and co-ordinate a meeting with Mr. Charles Cuthbert and Mr. David Ball, both of the Countryside Service, Hampshire County Council, to discuss the Management of Shawford Down. County Councillor Charlotte Bailey to be involved. Once a date and time has been agreed, all Parish Councillors to be advised with the intention that as many as possible attend.

It was thought likely that the meeting with Charles Cuthbert will not progress the matter sufficiently to get the Down properly managed. It was felt that subsequent to such a meeting, strong representations will have to be made to the Senior Executive, Hampshire County Council.

c) Victorian Jubilee Memorial

With regard to refurbishment of the Victorian Jubilee Memorial, Cllr. Caffyn advised that problems in achieving any progress has been occasioned by the non-receipt of the further two quotations for the work. The matter is being actively pursued.

d) Bench seat – Bus stop, Highways Road.

The Clerk had circulated two possible quotations for the provision of a Bench Seat to be installed at the Bus Stop, at the end of Highways Road. Concerns were expressed in that any installation of a Bench Seat would necessitate the installation to be on private land, not owned by the Parish Council. Additionally, there is no budget for such expenditure within this years Budgets.

Action:

Cllr. P.Caffyn to draft a letter to County Councillor Charlotte Bailey, who originally raised the issue of a Bench Seat at the Bus Stop at the end of Highways Road, raising the matter of ownership of the land in question and advising her that there is no Budget for this expenditure in this Financial Year.

Cllr. P.Caffyn advised the meeting that she had been approached by members of the Public concerning Car Parking at the entrance of the Footpath along the Navigation in the centre of Shawford Village. Due to the closeness of the Cars Parked there, it was requested that Yellow Lines or at least White Lines be placed on the road thereby prohibiting Car Parking at the entrance to the Footpath, enabling pedestrians to exit the Footpath safely. It was pointed out that White Lines cannot be enforced and only yellow lines could have any effect.

Action:

Cllr P.Caffyn to draft a letter to the Highways Authority requesting them to install Yellow Lines, or at the very least White Lines, on the road adjacent to the entrance/exit to the Footpath along the Itchen Navigation, in the centre of Shawford Village. This to enable pedestrians to have a safe exit and entrance to the Footpath.

Cllr. P.Caffyn advised that consideration is being given to the request for White Lines on the road outside the Parish Hall to prevent Car Parking on both sides of the road.

Cllr. P.Caffyn raised her concerns over the state of the Itchen Navigation and the need for repairs to be made if the Navigation is to survive. Reference to the possible Lottery Fund Grant application was made and Cllr T. Threlfall advised that he would be monitoring the situation.

A.O.B.

- 1) Cllr. A. Walmsley raised the matter of Catering at the Annual Civic Service. In previous years this had been undertaken by Parish Councillors. Cllr. J.Millar and Cllr. M.Shaw agreed to co-ordinate the Catering for the Civic Service to be held on 16th October 2005.
- 2) The Clerk presented to the Chairman, a draft list of invitees to the Civic Service to be held on 16th October 2005.

Action:

The Chairman, Cllr. A.Walmsley, to review the Draft List of invitees to the Civic Service to be held on 16th October 2005 and return the final list to the Clerk before the September 2005 Parish Council meeting.

- 3) Cllr. J.Millar declared her "Interest" in that she has been appointed to the Rector's Planning Committee.

15. Date of Next Meeting.

6th September 2005.

Compton and Shawford Parish Council

Minutes of the Compton and Shawford Parish Council Meeting held on Tuesday 6th September 2005 in the Compton Room, Shawford Parish Hall, starting at 7.15pm.

Present:

Mr. A.Walmsley (Chairman), Mr. George Beckett, Mrs. P.Caffyn, Mr.N.Campbell-White, Mr.J.Dolphin, Mrs. J.Millar, Mr. J.Richardson, Mrs. M.Shaw, Mr. T.Threlfall.

In attendance: Mr. Charles Cuthbert – Countryside Service, H.C.C.
Mr. David Ball – Countryside Service, H.C.C.
County Councillor Charlotte Bailey.
12 Members of the Public

1. **Correspondence - circulated to all members for their response.**
The correspondence file containing the correspondence for the months of July and August 2005 was circulated to all Councillors who were in attendance.
2. **Apologies for absence.**
District Councillor Murray Macmillan
Police Constable Mark Smith.
3. **Presentation from HCC, Countryside Service – Management of Shawford Down.**
Mr. Charles Cuthbert and Mr. David Ball, both from the Countryside Service, H.C.C., were in attendance, to give a presentation on the Management of Shawford Down. The main points made were as follows:-

Mr. Charles Cuthbert:-

Mr. Charles Cuthbert is the Team Manager at the Countryside Service. Previous dialogue and meetings with the Parish Council had been most useful. The Countryside Service currently Manage some 15 sites in Hampshire. Mr. David Ball is responsible for the day-to-day management of these sites and has three Rangers reporting to him. Shawford Down is one of the oldest sites and is designated a site of importance. It is a site of historical interest and is important in terms of landscape, a resource for recreation and considered important in respect of conservation. Historically, cattle and sheep grazed Shawford Down. Although the overall size of the down has reduced over the years, it is an important habitat for wildlife, flora and fauna, and is under threat. Being open grassland, it is difficult to maintain and grazing is the best method of maintenance. "Mowing" the grass areas has not been undertaken for the last five years, this being due to the cost of such work and the unwanted cut grass being polluted with dog mess. Additionally, it has been established that there is an abundance of such cut grass, which nobody wants. It is appreciated that "scrub" is encroaching upon the grassland and this is a cause of concern to Residents. Previous proposals to graze Highland cattle are held in abeyance pending funding from DEFRA for the required fencing. Urgent plans have been prepared to attempt to address the situation.

Mr. David Ball:-

The short term plans for the urgent attention to Shawford Down consist of:-

1. Mowing half of the Grass areas. This is due to be undertaken by a contractor within the next two weeks, weather permitting. It is undesirable to mow the total grass area as such work would be disastrous to the wildlife. The cut grass will be removed as it is not an option to cut and leave the grass.
2. Cut back areas of encroaching scrub. This will be undertaken over the Winter months.

The problem confronting the Countryside Service is the lack of funding available to undertake the necessary work. Such funding that is available has to be spread over the 15 sites under the Countryside Service responsibility.

The long-term solution to the management of the Down is the grazing of Highland cattle. This proposal is dependant upon adequate funding being obtained and suitable fencing being installed. Obtaining such funding is proving difficult.

Questions were raised as follows:-

There is a significant amount of Ragwort encroaching the Down, is it the intention to eliminate this? David Ball advised that it is difficult to eliminate Ragwort, and would only be attempted if it is intended to graze horses on the Down. Some of the Ragwort would be eliminated but it is considered that total elimination should not be undertaken.

The "triangle of land" at the junction of Shawford Road with Otterbourne road is in need of clearance, is this part of the work to be undertaken? David Ball responded by advising that this land is owned by the Highways Authority and as such is their responsibility.

Does the Countryside Service, H.C.C., have a statutory duty to properly manage Shawford Down? David Ball responded to the effect that the Countryside Service has a responsibility for the Management of the Down, but such Management has to be undertaken within prescribed budgets, topped up with possible grants awarded from external sources.

There is serious encroachment of scrub across the down, can a review of the situation be undertaken with the Parish Council once the initial short term work has been completed? David Ball advised that he would be happy to review the situation with the Parish Council at any time.

Due to the neglect of Shawford Down caused by the lack of funding by H.C.C., can the Parish Council escalate the issue within H.C.C., and bring pressure to bear in order to obtain the appropriate funding, and who should the Parish Council approach on this matter? Charles Cuthbert and David Ball avoided answering this question.

With development of the Malms, funds which would normally have been put in the Open Space Fund, should be held with Winchester City Council, could these funds be tapped into for the management of the Down? Charles Cuthbert advised that he will investigate the matter.

In conclusion, Charles Cuthbert advised that the Countryside Service, H.C.C., will be happy to have further meetings and discussions concerning the Management of Shawford Down.

The Chairman, Cllr. A.Walmsley, thanked Mr. Charles Cuthbert and Mr. David Ball for attending the meeting and giving their presentation. Mr. Charles Cuthbert and Mr. David Ball left the meeting.

Some discussion ensued and it was concluded that the Countryside Service have insufficient funds to Manage all of the sites under their responsibility. The Parish Council needs to see a definitive plan for the Management of the Down before the Parish Council can effectively exert pressure on the fund issue.

Action:

Cllr N.Campbell-White and Cllr P.Caffyn to draft a letter of thanks to Mr Charles Cuthbert and Mr. David Ball of the Countryside Service, H.C.C., thanking them for their presentation and requesting that they forward to the Parish Council their 5 year plan for managing Shawford Down.

Action:

County Councillor Charlotte Bailey to speak with Margaret Snaith of Hampshire County Council concerning the issue of Funding for the Management of Shawford Down.

4. Minutes - To approve the minutes of the meeting held on 5th July 2005 (as circulated)

There were no changes or amendments requested.

Agreed:

The Parish Council agreed that the Minutes of the meeting held 5th July 2005, as circulated, were a true record of that meeting.

Proposed:- Cllr. T.Threlfall

Seconded:- Cllr. M.Shaw

Vote :- Unanimous

The Chairman signed the minutes of the meeting held 5th July 2005, as being a true record of that meeting.

5. **Matters arising and Outstanding Action Points** - from minutes and not mentioned elsewhere on the Agenda.

Matters arising - There were no matters arising.

Outstanding Action Points

Outstanding Action Points as at the time of this meeting were circulated prior to this meeting. Cllr. J.Dolphin advised that Action Point ID473 would be addressed at the next Parish Council meeting when Jo Dixon of Community Action Hampshire would be addressing the issue of producing a "Parish Plan". Cllr. P.Caffyn advised the meeting that Action Point ID462 would be cleared by the next Parish Council meeting.

Consequently, the outstanding Action Points as a result of this meeting are as per Appendix "A".

The Meeting will be closed

Statements, Observations and Questions from Members of the Public will be received and addressed. Maximum of 15 minutes allowed.

There were no statements, observations or questions raised.

The Meeting will be re-opened.

6. **Police Report.**

Police Constable Mark Smith was not in attendance, but had submitted a written report, which is as per Appendix "B".

7. **District Councillor's Report.**

District Councillor G.Beckett's report is as per Appendix "C".

8. **County Councillor's Report.**

County Councillor Charlotte Bailey's report is as per Appendix "D".

In addition, Cllr Charlotte Bailey advised the following:-

Further copies of the consultation document "Where Shall We Live" were provided to the meeting and it was emphasised that the questionnaire should be completed as it was felt that this was a very important exercise.

Cllr. Bailey requested that the Parish Council provide her with any appropriate input for the workshop on the "Children and Young People Plan" being held in Winchester on 26th September.

9. **Parish Tree Warden's/Parish Footpaths/Compton Lock Representative's Report.**

Cllr. T.Threlfall's report is as per Appendix "E".

Cllr. Threlfall added:-

There was no water in the Bishops Drain.

The fallen tree across the Navigation opposite the Bridge Hotel had been cut down.

10. **Transport matters.**

There was no report submitted, and therefore no matters arising.

Cllr. J.Millar advised that it had been reported to her that an Ambulance could not access the bungalows in Attwoods Drove due to cars being closely parked across the footpath entrance to the Bungalows. It was concluded that this was a Highways matter.

Action:

Cllr. P.Caffyn to draft a letter to the Highways Authority requesting them to address the issue of cars being parked in Attwoods Drove which prevents emergency vehicles accessing properties which only have "footpath" access off Attwoods Drove.

11. **Finance and Administration Committee. - Convenor's Report.**

Cllr. N.Campbell-White had not submitted a written report, but reported orally as follows:

a) Parish Accounts - Cheques for payment

The state of the Parish Council Accounts as at the date of this meeting was as per Appendix "F".

Cheques issued since the last Parish Council meeting were as per Appendix "G".

b) Jubilee Pavilion – Car Park extension.

Cllr. N.Campbell-White advised the meeting of the following:-

A report that the Showers in the disabled toilet of the Jubilee Pavilion would not flush, had now been sorted out.

Wilding Butler, the building contractor who built the Jubilee Pavilion, had received the retention monies and therefore the Parish Council has paid all outstanding funds to the Building Contractor.

The Jubilee Pavilion Car Park extension has now been completed and the surrounding tree works and landscaping is in hand.

The new third Tennis Court has been completed, the associated landscaping is in hand.

It is understood that the Sports Club are to make some requests of the Parish Council, details are awaited.

It is anticipated that all residual work relating to the Jubilee Pavilion will be completed by Spring 2006.

c) New Tennis Court.

Cllr. Campbell-White and Cllr. J.Richardson reported that the new third Tennis Court is now complete and would be opened on Sunday 11th September 2005. Landscaping of the surrounding areas is referenced under "Playing Fields Management", see below.

12. **Planning Committee. - Convenor's report.**

Cllr. J.Dolphin's report is as per Appendix "H",

Cllr. Dolphin drew member's attention to the following issues:-

Old Orchard – application for four/five properties had been submitted.

Highdown – the application for Higher Density development had been turned down by the Inspector.

Woodlarks – Enforcement notice has been issued as work has commenced without the required Landscaping scheme being agreed.

Land to the rear of Ballakitch and Merries – it was proposed to write a further letter of objection and to write to all immediate neighbours of this proposed development.

Declaration of Interest,

Cllr G.Beckett declared an Interest in this subject.

The application is thought to be due to be put before the Planning Committee on the 5th October 2005.

Agreed/Action:

Cllr J.Dolphin to draft a further letter of objection to the proposed development on land to the rear of Ballakitch and Merries and to draft a letter to all affected Neighbours of the proposed development site once the date for the Committee hearing is known, in order to obtain their support.

Vote: By a show of hands, unanimous.

Hill House – the application had been refused.

Planning Improvement and Community Involvement – Cllr. J.Dolphin will attend on the 14th September 2005 and Cllr. J.Millar will attend as the second representative.

The hearing concerning the License Application for the Bridge Hotel will be held on the 14th September 2005.

Action:

Cllr. P.Caffyn will attend the hearing concerning the License Application for the Bridge Hotel on the 14th September 2005. Cllr. J.Dolphin will also attend. Cllr. G.Beckett will attend if required.

Cllr. A Walmsley advised the meeting that in view of the proposed developments at Old Orchard and Martins Close, a Compton Street Residents Association is to be formed.

a) Applications and decisions.

Applications and Decisions for the months of July and August 2005, are as per Appendix "I".

Cllr. G.Beckett, in his capacity as District Councillor, reported on the following:-

Draft Winchester District Local Plan.

The Inspector's Report had been received and the recommendations made therein will be added to the Plan.

The proposals concerning Barton Farm are accepted.

35% to 40% for social housing is accepted but the inspector did not agree to the number of 15 dwellings within a development being the trigger for inclusion of an element of social housing.

The Inspector recommends against the H3 (Development Frontage) designation, preference being given to establishing a phrasing allowing for "infill" developments.

There was nothing else which Cllr. Beckett considered would impact the Parish of Compton and Shawford.

Planning Improvement Plan.

Winchester City Council, Planning Department, falls below the national standards for Planning Departments.

A plan for meeting the required standards/targets has been drafted.

The Committee meetings will be increased to "three weekly meetings".

Triggers for putting Planning Applications to Committee are to be eliminated.

Spurious objections will be discounted.

Valid planning objections will be referred to Committee by the Chief Planning Officer.

"Members" have the right to bring applications to Committee, but this will be viewed more cautiously by those "Members".

Fewer people will be notified of the Planning Applications being submitted, this to reduce the circulation problems.

Ultimately, it is planned to have all planning Applications and plans available on the new WEB site, thereby eliminating the need to send out all the relevant documentation.

In general, it is thought that the proposed plan will result in less consultation.

Cllr. Beckett did not consider that the proposals would adversely affect Compton and Shawford Parish Council.

Cllr. J.Millar asked whether the Parish Council should re-commence the practice of advising appropriate Neighbours of proposed developments, that a Planning Application had been submitted. In response, it was thought that the matter should be left in abeyance and see how the situation develops.

Cllr. N.Campbell-White referenced the poor presentation skills of Planning Officers and the general poor standard of person appointed as Planning Officers. It was accepted that there is a problem in this area, but the Planning Department are under enormous pressure and there is difficulty in attracting the right people to the job.

b) Report on Parish Plan Working Group.

Cllr. J.Dolphin advised that Jo Dixon of Community Action Hampshire give a presentation on producing a Parish Plan, at the October Parish Council meeting. The subject was therefore deferred until then.

13. Playing Fields Management Committee. - Convenor's report.

Cllr. M.Shaw had not submitted a written report, but reported orally as follows.

a) Cricket Nets – Memorial Playing Field.

Cllr. Shaw advised the meeting that the Cricket Nets had been installed and numerous comments had been received to the effect that the Sports Club and residents are very pleased with them. The new cricket nets are now receiving a lot of use.

The invoice for the cost of the Cricket Nets has been received and paid. The funding for this has been by draw down from the open Space Fund as per previous agreement.

The chairman, Cllr. A.Walmsley, referred to the letter from Mr. Acton previously discussed. A follow up letter had been received, advising the chairman that the original letter was not a letter of complaint. Mr. Acton was concerned that the article published in the Parish magazine might be construed as a complaint from himself and he therefore requested an apology from the Parish Council. This, the Chairman did by writing a personal letter to Mr Acton. The matter is now considered closed.

The Tennis Club has constructed a tarmac path from the Jubilee Pavilion car park to the Tennis Courts. Cllr. Shaw advised that much of the work in this respect was undertaken by Cllr. J.Richardson, to whom she gave her thanks.

Now that the new third tennis court has been built, the question of Landscaping the surrounding areas is being considered. Two lorry loads of topsoil have been purchased and delivered. A specification of the required landscaping has been prepared by Cllr. J.Richardson and quotations are awaited.

The Playing Fields Management Committee considered that a fence consisting of fence posts together with horizontal bars, would be more appropriate to shut of the entrance to the old Pavilion site, as opposed to "Dragons Teeth". The cost of either option is thought to be similar.

Agreed:

The Parish Council agrees to fencing, consisting of fence posts with horizontal bars, as opposed to "Dragons Teeth" , for the closing off of the entrance to the old Pavilion site.

Proposed: Cllr. M.Shaw

Seconded: Cllr. P Caffyn.

Vote: Unanimous.

Cllr. N.Campbell-White advised the meeting by Mr. Bob Jordan who expressed concern over the construction of a covered bench seat between the original two tennis courts and the third new tennis court. Cllr. Campbell-White was concerned that the Parish Council had not been approached for permission to construct this bench seat. It was pointed out that this covered Bench Seat was not a fixture and could easily be moved. Accordingly, not being a fixture, permission from the Landlord is not required.

A letter had been received from Mrs Ros Pugh, Chairman of the Tennis Club, complaining on the delays in producing the Supplemental Lease a consequence of which is a £200-00 penalty imposed by the Land Registry. Because of the delay, claimed to have been caused by the Parish Council, a claim is to be made on the Parish Council if the Tennis Club's appeal to the Land Registry is unsuccessful. Cllr N.Campbell-White stated that this is a matter that must first be considered by the Finance and Administration Committee who will report back to the Parish Council at the October 2005 meeting.

14. Parish Hall.

(a) Report from our rep on CASCA Management.

Cllr. J.Millar's report is as per Appendix "J".

Cllr. Millar further advised the meeting of the following:

The leaks in the Parish Hall car park have been resolved and the surface yet to be reinstated. Questions as to claiming on the Insurance were discounted as it is considered that a claim would not be met.

A Risk Management assessment exercise has now been completed after extensive work.

A draft Management Plan is to be presented at the CASCA Annual General Meeting on the 8th November 2005.

(b) Licensing of Shawford Parish Hall.

Cllr Millar advised the meeting that due to the significant problems concerning Parish Halls applying for Licenses, experienced by numerous other Parish Halls, the question

of CASCA applying for a license will be left in abeyance for the time being. It was pointed out that both HAPTC and NALC are pursuing the problems of Licensing Parish Halls.

(c) Insurance Claim – Stolen White Star plates.

A payment of £225-00 had been received from CASCA's insurers. As the person who donated a further "White Star Plate" does not want reimbursement, these funds will be used to make the display cabinet more secure and to re-site the display Cabinet in the main Hall. Any residual monies will be paid over to the Parish Council, the owner of the original plates.

(d) "Ancient Clock" - Heathcote Room, Shawford Parish Hall.

Cllr. N.Campbell-White advised the meeting that no progress on this matter had been made to-date. The issue is therefore deferred until the October 2005 meeting.

15. Highways, Byways, M3 and Environment Committee – Convenor's report.

Cllr P.Caffyn's Report is as per Appendix "K".

a) Shawford Down

Covered under item 3 above.

c) Victorian Jubilee Memorial

Covered under Cllr. Caffyn's report. In addition, due to the difficulty in obtaining a third quotation for the required work and in view of the total cost being no more than approximately £2500-00, it was considered that the Finance and Administration Committee could suspend the Financial Regulations on this one occasion in order to proceed with the work. A recommendation to the Parish Council will be made at the October 2005 Parish Council meeting.

d) Bench seat – Bus stop, Highways Road.

No progress on this issue as a response from County Councillor Charlotte Bailey is still awaited.

e) Car Parking – entrance of Footpath along Itchen Navigation.

A response from the Highway Authority has been received which in essence advocates the installation of "White Lines" which cannot be enforced but are a request not to park. This response is not fully accepted and the fact that Yellow Lines have been installed opposite Bridge Lane, the request for Yellow Lines at the entrance to the Navigation Footpath should be pursued.

Action:

Cllr. P.Caffyn to revert to the Highways Authority concerning the installation of Yellow Lines at the entrance to the Navigation Footpath, citing the Yellow Lines opposite Bridge Lane as a precedent. The installation of only "White Lines" is not acceptable.

Public Telephone Kiosks being converted to cashless payphones. – Despite numerous notices being put up around the Parish together with an article being published in the Parish Magazine, there has been no response received from Parishioners objecting to the Payphones being replaced with cashless card payphones. A letter from the Compton Tenants Association confirms that they have no objection to this change.

Action:

Cllr P.Caffyn to respond to the British Telecom consultation, advising them that the Parish Council have no objection to the replacement of the payphones with cashless card operated payphones.

Cllr. Caffyn advised the meeting that two letters had been received concerning the question of Street Lighting and the necessity to budget for their replacement. Certain streetlights are owned by the Parish Council who would have to pay for any replacement costs. It was concluded that as the Street Lights are regularly inspected by the contracted Authority, it was felt that there is no point in undertaking a separate replacement strategy. Accordingly no further action on this matter is needed.

Cllr. G.Beckett complained about the length of time being taken over the refurbishment of the pavements along the Main Road, Shawford. Originally, it was stated that the work would take some three months, but it is still ongoing.

Action:

Cllr. G.Beckett to draft a suitable letter to the appropriate Authority, complaining about the ongoing disruption caused by the refurbishment of the pavements along the Main Road, Shawford.

16. Civic Service – 16th October 2005.

The main points arising were as follows:-

The invitations to the Civic Service had been sent out.

The Reception will be held in Compton Primary School, the earlier thought that this would not be possible has now been discounted.

Cllr. A.Walmsley will organise the provision of wine and glasses.

Cllr. M.Shaw and Cllr. J.Millar will co-ordinate the catering.

17. Parish Council e-mail addresses.

Due to the potential benefits of the Parish Council Web Site, the possibility of establishing separate E-Mail addresses for the Chairman, Clerk and Members of the Council, has been identified. This subject needs to be fully discussed by the Finance and Administration Committee and a recommendation will be made to the October 2005 Parish Council meeting.

AOB.

1. Cllr. A.Walmsley noted that in the Correspondence File that there is a "Clerk's Training Day" being organised by SLCC on the 13th September 2005.
2. Cllr. A.Walmsley noted that in the Correspondence File that there is an article concerning Global Lottery Funding for Play Equipment.
3. Cllr. A.Walmsley noted that in the Correspondence File that there are papers concerning the HAPTC Annual General Meeting to be held on 8th October 2005. Members were requested as to whether they wished to attend.
4. Cllr. A.Walmsley noted that in the Correspondence File that there are numerous circulations from HAPTC concerning changes in legislation and associated matters which may or may not impact the Parish Council. Additionally, extensive missives from WDAPC are also being received which may or may not impact the Parish Council. Who is monitoring these documents?

Agreed:

The Chairman of the Parish Council to "scan" these communications and determine if they impact Compton and Shawford Parish Council. If, in the opinion of the Chairman they do, the appropriate action to be initiated.

Vote: By a show of hands, unanimous.

18. Date of Next Meeting.

4th October 2005.

Compton and Shawford Parish Council

Minutes of the Compton and Shawford Parish Council Meeting held on Tuesday 4th October 2005 in the Compton Room, Shawford Parish Hall, starting at 7.15pm.

Present:

Mr. A.Walmsley (Chairman), Mr. George Beckett, Mrs. P.Caffyn, Mr.N.Campbell-White, Mr.J.Dolphin, Mrs. J.Millar, Mr. J.Richardson, Mrs. M.Shaw, Mr. T.Threlfall.

In attendance: Mrs. Jo Dixon – Community Action Hampshire
County Councillor Charlotte Bailey.
District Councillor Murray Macmillan
1 Member of the Public

1. **Correspondence - circulated to all members for their response.**
The correspondence file containing the correspondence for the months of September 2005 was circulated to all Councillors in attendance.
2. **Apologies for absence.**
None.
3. **Parish Plan – Jo Dixon, Community Action Hampshire.**
Mrs. Jo Dixon of Community Action Hampshire was invited to attend the meeting and to give a brief presentation to the Parish Council on the process of producing a “Parish Plan”. A report of her presentation is as per Appendix “B”.

The following points were emphasised in Jo Dixon’s presentation:-

Funds were available from Community Action Hampshire for grants to Council’s to assist in the production of Parish Plans. Many Parishes have initiated the production of Parish Plans and the funds available to support such initiatives are no longer available.

There is a small grant of up to £750 available from the Hampshire Strategic Partnership and DEFRA have set aside funds for such grants, but this has yet to be confirmed.

It is essential to involve as many people within the Parish in the production of a Parish Plan in order to reflect the views and aspirations of the Community rather than just reflecting the views of the originators of the Parish Plan.

The objective of a Parish Plan is to document the desires of the Community in what they wish to see their Parish develop into in a 15 to 20 year time period.

A Parish Plan seeks to influence the Planning Authorities in future development of the Parish.

A Parish Plan can only influence, it cannot be used as a definition of constraints to be imposed upon the Planning Authority in respect of developments.

The significance to the Planning Authority of a Parish Plan being in existence is currently uncertain as the Planning Authorities are currently putting together the “Local Development Framework” and it is not known how a Parish Plan would impact this.

A “Village Design Statement” is more related to planning issues than a Parish Plan. Some Parishes have produced a Parish Plan and Village Design Statement in one overall document.

As with a Parish Plan, a Village Design Statement can only be considered as a guidance document by the Planning Authority, even if such documents are adopted by the Planning Authority. Such documents would not be viewed as a “Supplemental Planning Document” but can only be seen as “material considerations”.

There is no specified format for a Parish Plan or Village design statement.

The Chairman, Cllr. A.Walmsley, thanked Mrs. Jo Dixon, saying that she had given the Parish Council much to consider.

4. **Minutes - To approve the minutes of the meeting held on 6th September 2005 (as circulated)**
There were no changes/amendments requested.

Agreed:

The Parish Council agreed that the Minutes of the meeting held 6th September, as circulated, were a true record of that meeting.

Proposed:- Cllr. J.Dolphin

Seconded:- Cllr. T.Threlfall

Vote:- Unanimous

The Chairman signed the minutes of the meeting held 6th September 2005, as being a true record of that meeting.

5. **Matters arising and Outstanding Action Points - from minutes and not mentioned elsewhere on the Agenda.**

Matters arising: There were no matters arising.

Action Points: Outstanding Action Points as at the time of this meeting were circulated prior to this meeting. District Councillor Charlotte Bailey advised that she had not completed the "action Point" concerning the raising the question of Funding for the Management of Shawford Down with Margaret Snaith due to Mrs. Snaith's sickness. However, e-mails had been sent to keep Mrs. Snaith informed of what is happening.

Consequently, the outstanding Action Points as a result of this meeting are as per Appendix "A".

The Meeting will be closed

Statements, Observations and Questions from Members of the Public will be received and addressed. Maximum of 15 minutes allowed.

There were no Statements, Observations or Questions raised.

The Meeting will be re-opened.

6. **Police Report.**

Police Constable Mark Smith was understood to be on paternity leave and Police Constable Nigel Megson was understood to be on sick leave. Consequently there was no Police report submitted.

a) Ten Day response time to reports of Vandalism.

The understanding that it took the Police ten days to respond to an act of vandalism was incorrect. The act of vandalism in question was in fact responded to in three days.

However, this three-day response time together with the fact that there was no police cover within the Parish was a cause for concern and some discussion ensued. It was suggested that the Parish Council write a letter to the Police Superintendent, expressing the Parish Council's concern. The discussion concluded that there was no point in writing such a letter and the matter was left in abeyance.

7. **District Councillor's Report.**

District Councillor George Beckett's report is as per Appendix "C".

Cllr. G.Beckett also advised the meeting of the following:-

It was good news that the planning Authority had approved the Planning Application for a single dwelling at Ty Gwyn, as opposed to insisting upon a greater number of dwellings with a higher density.

Within the document "Winchester District Local Plan – Inspectors Report", it was pleasing to note that on page 137, the Inspector had stated that the extension of the Boundaries to satisfy the needs of the developer, Bewely Homes, was unacceptable.

It was also noted within the same report that the issue of "Development Frontages" was overruled.

With regard to the issue of refuse Collection, Cllr. A.Walmsley advised that there was a Questionnaire in the Correspondence File, which needed to be completed and returned to Winchester City Council. It was pointed out that all households in the area involved in the recycling trial had received such questionnaires.

District Councillor Murray Macmillan reported on the following:-

Licensing of Public Houses – a rapid response process to complaints has been put in place, to date there has been no instance of its implementation.

Southampton Airport, Stakeholders Meeting

- A detailed report concerning the Embraer aircraft shortly to be introduced on flights into and out of Southampton Airport was given.
- The noise pollution of the new Embraer is one third less than that of the current BAE146.
- It is anticipated that the new aircraft will be introduced at the end of Summer 2006.
- The "Routing Trials" are continuing until December 2005, so any complaints should continue to be reported.

Cllr. Macmillan also advised that an "ad hoc" meeting is to be arranged later in the month and he called for volunteers to attend. Cllr. T.Threlfall advised that he would attend if commitments allowed.

8. County Councillor's Report.

County Councillor Charlotte Bailey requested that her report appeared in the Body of the minutes as opposed to being attached as an Appendix. Cllr. Bailey's report is as follows:-

Bus Subsidies

You may have seen reported that HCC is withdrawing subsidies for some of the buses in the District. None of Compton and Shawford's buses are threatened. The 63 has a subsidy of about £1 per passenger per journey but is well within the limit for subsidy and is well used.

Shawford Down

I have had a meeting with Charles Cuthbert and John Tickle to check on progress and to clarify both aspirations and realities of funding. The contractor should be cutting the Downs this week subject to weather. This work is paid for from the Capital Fund. The £8,000 from the Malms is in a Holding Account and will fund later tree and scrub work. Long-term stewardship of the site to return it to Downland can only be achieved by grazing. The Environmental Stewardship Grant, if given, would cover initial set up costs and yearly maintenance. The grant application has been registered.

A draft management plan will be completed mid November and Charles Cuthbert would like to present it to the Parish Council and other interested people at the December Parish meeting if he is invited. I have asked for copies of the full plan and also a précis of the report which could be distributed round the parish if desired. This would include an invitation to send in concerns, suggestions and views. Perhaps the views of local people could be collated by the Parish Council so they are aware of all views and then sent to the Officers to be considered. Officers would be very happy to consult with a key person from the Parish Council in this matter.

I have emailed Cllr Margaret Snaith and Cllr Ray Ellis to let them know progress.

Itchen Navigation

All the preliminary reports which I reported on previously have been completed and an outline bid has gone in for a further Lottery Grant. This is unlikely to be resolved before March next year so in the interim Hampshire Wildlife Trust will be making presentations and asking for opinions so that they can be incorporated into the detailed bid later. The next meeting is on October 12th at Badger Farm Community Centre at 7.45pm.

Integra

At the September meeting of INTEGRA the annual figures for recycling were reported. Winchester's was 17.64%. This compares unfavourably with Eastleigh at 28.4% and East Hants at 27.2%. Only Portsmouth, Southampton, Test Valley and Basingstoke collect less. The good news is that the pilot scheme is producing a combined recycling rate for dry waste and green waste of 37.7%. The assessment of people's views on the pilot will begin next week.

Bushfield Camp

There are about 16 travellers' caravans on Bushfield Camp and the rubbish is building up. Apart from household waste there are tree cuttings and broken up driveways - a sign that local work is available. As the land belongs to the Church Commissioners then they are responsible for taking action. The County Officer has talked with the agents Cluttons to find out when action will be taken. They appear to be looking for the deeds without which an application for removal cannot be made.

9. Parish Tree Warden's/Parish Footpaths/Compton Lock Representative's Report.

Cllr. T.Threlfall's report is as per Appendix "D".

In addition, Cllr. Threlfall advised the meeting that he had received the consultation document "Test and Itchen Catchment Abstraction Management Strategy".

Action:

Cllr. T.Threlfall to provide a Parish Council response to the consultation document "Test and Itchen Catchment Abstraction Management Strategy".

Cllr. A.Walmsley raised the matter of a complaint received concerning the state of the footpath to the west of main road from Hurdle Way down to Compton Primary School which has been referred to as "Horse Poo Lane". Cllr. P.Caffyn advised that as the footpath is the responsibility of Hampshire County Council, the matter has been referred to them and they are investigating.

10. Transport Matters.

There were no matters arising.

11. Finance and Administration Committee. - Convenor's Report.

Cllr. N.Campbell-White had not submitted a written report, but reported orally as follows:-

a) Parish Accounts - Cheques for payment

The state of the Parish Council Accounts as at the date of this meeting was as per Appendix "E".

Cheques issued since the last Parish Council meeting were as per Appendix "F".

There were no questions or issues raised.

b) Jubilee Pavilion – Outstanding issues/works.

With the exception of the external PIR lighting, which will be treated as a separate issue, there is no outstanding issue or work relating to the Jubilee Pavilion and its construction or the Jubilee Pavilion Car Park. Accordingly, the item will be removed from the Agenda for future meetings.

c) Third Tennis Court.

Cllr. J.Richardson advised the meeting that construction of the third Tennis Court has been completed, final payment had been made and the Tennis Court opened for use. The issue of landscaping the surrounding areas is now transferred to the Playing Fields Management Committee.

Cllr. G.Beckett raised the issue of the letter received by the Chairman from Mrs. Ros Pugh, Chairman of the Tennis Club, concerning the registration at the Land Registry of the Tennis Club Lease. This letter was essentially raising two matter – 1) a claim on the Parish Council for £200-00 in respect of purported requested changes to the order of Tennis Club Trustees and 2) details of ownership of the Memorial Playing Field in order to Register the Tennis Club Lease at the Land Registry. Cllr. A.Walmsley advised the meeting that the claim for £200-00 will be resisted and that the Chairman and Clerk are actively progressing the Land Registry issue with the Parish Council's Solicitor.

d) Audit – 2004/2005

Cllr. N.Campbell-White advised the meeting that the External Audit for the financial year 2004/2005 had now been completed by the External Auditor, Audit Commission, Plymouth. No issues were raised and the Annual Return had been signed by the External Auditor. An invoice for £250-00 for this is awaited.

Additionally, the Internal Auditor has now completed the establishment of the document "Audit Report and Risk Assessment on the Financial Systems' internal control of Compton And Shawford Parish Council". Copies of this document were circulated to all Councillors. This is a "living" document and will be updated every year during the Audit process. Cllr. Campbell-White advised the meeting that the change of Internal Auditor has resulted in a far better Audit being undertaken.

12. Planning Committee. - Convenor's report.

Cllr. J.Dolphin's report is as per Appendix "G".

Cllr. J.Millar reported on her attendance at the Planning Improvement Plan seminar arranged by Winchester City Council. The main points were as follows:-

The seminar was very poorly attended, numbers of Parish Councils represented were very low.

Significant reliance was placed upon representatives from the City Council.

The issue of ceasing to communicate with neighbouring properties to a potential development is likely to be approved.

a) Applications and decisions.

Applications and Decisions for the month of September 2005 are as per Appendix "H".

b) Bridge Hotel – Licensing.

Cllr.G.Beckett strongly stated that "Licensing" issues are not Planning Issues. Cllr. P.Caffyn, who attended the Licensing Hearing reported on the matter, see item 15 below.

c) Report on Parish Plan Working Group.

As a result of the presentation given by Mrs. Jo Dixon, see item 3 above, considerable discussion ensued, the main points being as follows:-

Disappointment was expressed concerning the presentation in that no clear guidelines as to what the Parish Council should do to realise a Parish Plan/Village Design Statement were forthcoming.

Some Councillors still felt that it was unclear as to what a Parish Plan/ Village Design Statement was.

It was clear that there would be a lot of work involved and it is difficult in identifying somebody to undertake the lead in such a project.

In view of the stat of "flux" that the planning process is undergoing, it may be appropriate not to start work on a Parish Plan/Village Design Statement until the situation is clearer.

If the resultant Parish Plan/Village Design Statement is not adopted by Winchester City Council, it would be a waste of time.

If it is adopted, it can only "influence" and is not necessarily incumbent upon the Planning Authority to conform to its requirements.

Certain Planning documents in the past, eg., Martins Close, have noted that there is no Parish Plan/Village Design Statement applicable to the Parish of Compton and Shawford.

It may be preferable to wait and see what happens in respect of the proposed Compton Down Design Statement.

It was possibly considered that the production of a Parish Plan/Village Design Statement might be worth pursuing.

From the "Planning Improvement Plan" seminar, it appears that in future there will be more consultation with Communities in respect of Planning issues and therefore a Parish Plan/Village Design Statement would be helpful.

The outstanding action ID473 for Cllr. J.Dolphin is therefore superseded by events and an alternative approach will be adopted.

Action:

Cllr. J.Dolphin and Cllr. A.Walmsley to arrange a meeting between the Parish Council representatives and representatives of the various Residents Associations to establish if there is an appetite within the Parish for the production of a Parish Plan/Village Design Statement.

It was noted that because of the need to respond to planning consultations promptly, the City Council had been requested to forward relevant documents directly to the Convenor of the Planning Committee.

13. Playing Fields Management Committee. - Convenor's report.

Cllr. M.Shaw had not submitted a written report, but reported orally as follows:-

a) Acceptance of quotations for Landscaping at the Memorial Playing Fields in the approximate sum of £1,800-00 to £2,400-00.

Cllr. Shaw reported that three quotations had now been received for the landscaping of the Memorial Playing Field immediately surrounding the recently completed third Tennis Court. The quotation from the existing contractor, Jim Kimber, was considered to be too

high and he was quite happy for somebody else to do the work. Consequently, it was recommended that the quotation from Designer Gardens Ltd., be accepted.

Agreed:

The Parish Council agrees to accept the Quotation from Designer Gardens Ltd., dated 26th September 2005, for the landscaping and associated works on land surrounding the third Tennis Court on Memorial Playing Field, at a total cost of £1,864-00 plus VAT.

Proposed: Cllr. M.Shaw.

Seconded: Cllr. N.Campbell-White

Vote: Unanimous.

b) Maintenance of land surrounding Jubilee Pavilion and Jubilee Pavilion Car Park.

Cllr. M.Shaw raised the matter of the untidy and overgrown state of the land surrounding the Car Park at the Jubilee Pavilion. The Clerk had established that in terms of the Lease with the Sports Club, the Sports Club were only responsible for clearance of weeds from the actual Car Park. It was generally accepted that it is the Parish Council's responsibility to maintain the land in question.

Action:

Cllr M.Shaw to convene an on site meeting of the Playing Fields Management Committee at the Jubilee Pavilion to review the situation regarding the management of the Land surrounding the Jubilee Pavilion and Car Park and to report back to the next Parish Council meeting with recommendations.

14. Parish Hall.

(a) Report from our rep on CASCA Management.

Cllr. J.Millar's report is as per Appendix "I".

(b) Insurance Claim – Stolen White Star plates.

This matter had now been settled by CASCA's Insurers and therefore should now be removed from the Agenda.

(c) Ancient Clock – Heathcote Room.

Cllr. N.Campbell-White advised the meeting that the clock in question is currently at Marshes for valuation. A value of approximately £1,400-00 to £1,800-00 had been placed upon the clock with a possible Insurance value of between £3,000-00 to £3,500-00. CASCA do not want the clock as it would have to be secured to the wall in a position high up to avoid the possibility of theft. It would require "winding up" and being high up on the wall, would pose a risk to Frank Smith who would have to frequently climb up to wind it.

As there was no urgent need for the money resultant from the sale of the clock, a general reluctance to sell off the Parish Council assets was expressed. It was considered preferable to secure the Clock to the wall in the Heathcote Room with the time showing 12 o'clock and not to have it working. By this means, the clock can be left to appreciate in value.

Agreed:

The Parish Council agrees not to sell the Ancient Clock and to leave it secured to the wall in the Heathcote Room, in a state whereby it is not working, and to appreciate in value.

Proposed: Cllr. G.Beckett

Seconded: Cllr. J.Dolphin

Vote for: 7 votes.

Abstentions: 2 votes.

15. Highways, Byways, M3 and Environment Committee – Convenor's report.

Cllr. P.Caffyn's report is as per Appendix "J".

a) Shawford Down

Some discussion on this subject took place, the main points being as follows:-

It was disappointing that Charlotte Bailey, our Hampshire County Councillor, had not raised the matter of adequate funding of the Management of Shawford Down with the senior authority within Hampshire County Council.

Residents of the Parish have paid their Council Taxes, a portion of which goes to Hampshire County Council for issues such as Management of the Down.

It appears that what funds are available are utilised primarily in paying for the administration, not the actual work necessary.

Further delays in attending to this issue will result in a far more costly exercise.

Continued pressure is required to persuade the Authorities to address this issue.

The previously advised small amount of grass cutting commenced today (4th October 2005)

Action:

Cllr. N.Campbell-White to draft a letter to Mr. Charles Cuthbert, Countryside Service, Hampshire County Council, requesting provision of their 5 year plan for managing Shawford Down.

Action:

Cllr. P.Caffyn to draft a letter to County Councillor Charlotte Bailey, requesting her to raise the matter of adequate funding for the Management of Shawford Down, with the appropriate senior Officers within Hampshire County Council, expressing the Parish Council's concerns that the Council Taxes being paid by Parishioners is not being used to provide the expected services, e.g., Management of Shawford Down.

b) Victorian Jubilee Memorial – Suspension of Standing Orders to allow for only two quotations in this instance only.

Due to the significant problems experienced in trying to get a third quotation for the refurbishment of the Victorian Jubilee Memorial, in conformance with the Parish Council's financial regulations, it has been suggested that the "Financial Regulations" be suspended in this one instance.

Agreed:

The Parish Council agrees to suspend the Council's "Financial Regulations" in respect of Refurbishment of the Victorian Jubilee Memorial and proceed on the basis of only two quotations. This suspension only applies in the one instance of obtaining quotations for the refurbishment of the memorial.

Proposed: Cllr. P.Caffyn

Seconded: Cllr. G.Beckett

Vote: Unanimous.

c) Bench seat – Bus stop, Highways Road.

This matter is deferred as a response from County Councillor Charlotte Bailey is still awaited.

d) Car Parking – Attwoods Drove and entrance to Footpath, Itchen Navigation.

Further to her report, Cllr. P.Caffyn has been advised by Winchester City Council that the requested "white lines" will be implemented within the next four to six week time period. Additionally, the question of "yellow lines" in the areas under consideration, will be reviewed in the shorter term as Winchester City Council now accept the problem is getting worse.

Cllr. P.Caffyn advised the meeting that she is having considerable problems of the matter of the "pink tubes" which protect the young trees and shrubs alongside the road by the Jubilee Pavilion entrance. It appears that the Authorities do not know who owns the land and therefore are unable to determine whose responsibility it is to remove the offending "pink tubes". After discussion, it was concluded that the land in question was owned by the Department of Transport and it is assumed that such land has not been transferred to Hampshire County Council.

Action:

Cllr. P.Caffyn to draft a letter to the Department of Transport requesting them to remove the "pink tubes" which protect the young trees and shrubs alongside the road by the Jubilee Pavilion entrance. It is understood that the Department of Transport still own this piece of land as a result of acquisition of land when the M3 Motorway was constructed and as such it is their responsibility.

16. Civic Service – 16th October 2005.

Confirmation was given of the following in respect of arrangements for the Civic Service:-

- Cllr. J.Millar and Cllr. M.Shaw will co-ordinate the provision of food at the Reception after the Civic Service.
- Cllr. A.Walmsley will organise the provision of wine, soft drinks and glasses.
- Volunteers will attend to the movement of furniture in the school hall prior to the Civic Service, in preparation for the Reception.

Action:

Cllr. J.Dolphin, as a School Governor, to make arrangements for the opening of the School before the Civic Service, to allow access and to organise the movement of furniture in preparation for the Reception after the Civic Service.

Action:

Cllr. J.Dolphin, as a School Governor, to make arrangements for the opening of Compton Primary School Playground and Church Field for the purpose of Car Parking for attendees at the Civic Service on the 16th October 2005.

A.O.B.

- 1) Cllr. P.Caffyn advised the meeting that since the completion of the development at Tilden Road, noise from the M3 motorway is reflected back across the motorway and adversely impacts Shepherds Down School. The level of increased noise is significant and intolerable. Accordingly, letters are being written to the local MP, Mr. Mark Oaten.
- 2) Cllr. T.Threlfall advised the meeting that attempts to have the Hockley Viaduct listed as a Listed Building have failed. There is no money to maintain the Viaduct and the issue is expected now to fall into abeyance. Accordingly, Cllr. T.Threlfall will discontinue the monitoring of the issue.
- 3) Cllr. A.Walmsley advised that he had been approached by Mrs. Muriel Wilmshurst concerning a filing cabinet containing numerous Parish Council papers belonging to her late husband, Mr. Ray Wilmshurst, which is located at Mrs. Wilmshurst's home. It was considered unlikely that any of these papers were of sufficient importance to be retained, but it was felt appropriate that the filing cabinet and papers should be moved to the Parish Hall for eventual review.

Action:

Cllr. G.Beckett to organise the removal of the filing cabinet and papers belonging to the late Mr. Ray Wilmshurst, from the home of Mrs. Wilmshurst to the Parish Hall and place the items in the store room.

17. Date of Next Meeting.

1st November 2005.

Compton and Shawford Parish Council

Minutes of the Compton and Shawford Parish Council Meeting held on Tuesday 1st November 2005 in the Compton Room, Shawford Parish Hall, starting at 7.15pm.

Present:

Mr. A.Walmsley (Chairman), Mr. George Beckett, Mr.N.Campbell-White, Mr.J.Dolphin, Mrs. J.Millar, Mr. J.Richardson, Mrs. M.Shaw, Mr. T.Threlfall.

In attendance: County Councillor Charlotte Bailey.
Police Constable Mark Smith
0 Members of the Public

1. **Correspondence** - circulated to all members for their response.
The correspondence file containing the correspondence for the months of September 2005 was circulated to all Councillors in attendance.
2. **Apologies for absence.**
Councillor Mrs. P.Caffyn
District Councillor Murray Macmillan
3. **Minutes** - To approve the minutes of the meeting held on 4th October 2005 (as circulated)
There were no issues raised in respect of the circulated minutes of the Parish Council meeting held on the 4th October 2005.

Agreed:

The Parish Council agreed that the Minutes of the meeting held 4th October 2005 as circulated, were a true record of that meeting.

Proposed:- Cllr. T.Threlfall

Seconded:- Cllr. M.Shaw

Vote:- Unanimous

4. **Matters arising and Outstanding Action Points** - from minutes and not mentioned elsewhere on the Agenda.

Matters Arising

Cllr. G.Beckett raised the matter of the Travellers encamped at Bushfield Camp. District Councillor Charlotte Bailey advised that this matter was referenced within her report – see item 6 below. Also, Police Constable Mark Smith advised that he would comment on this matter within his report – see item 5 below.

Outstanding Action points.

Outstanding Action Points as at the time of this meeting were circulated prior to this meeting. District Councillor Charlotte Bailey advised that Action Point ID490 had been completed in that she had e-mailed Margaret Snaith and Ynonn Ezra on this subject and a response is awaited.

Action:

District Councillor Charlotte Bailey to advise the Parish Council of Margaret Snaith's/Ynonn Ezra's response to her enquiry concerning the funding for the maintenance of Shawford Down.

Consequently, the outstanding Action Points as a result of this meeting are as per Appendix "A".

The Meeting will be closed

Statements, Observations and Questions from Members of the Public will be received and addressed. Maximum of 15 minutes allowed.

There being no members of the Public in attendance, no issues were raised.

The Meeting will be re-opened.

5. **Police Report.**

Police Constable Mark Smith advised that since his last report to the Parish Council, the following crimes had occurred:-

Shawford:

Thefts in an Old People's Home.

Four motor vehicle thefts from vehicles parked in the Bridge Hotel and Captain Barnard.

Shoplifting at a Garden Centre.

Compton:

One Dwelling Burglary

Two thefts

One criminal damage.

Two assaults

One Public Order offence – although this matter was not what one would usually consider to be a “Public Order Offence”.

Police Constable Mark Smith also advised that there had not been any problems with regard to Halloween and the matter of “Trick or Treat” this year. He also advised that during the last week, a significant amount of Graffiti had appeared within the Parishes of Compton & Shawford and Otterbourne. This is being investigated.

With regard to the Travellers at Bushfield Camp, the responsibility for this matter lies with Winchester Police and as such does not come under the jurisdiction of Police Constable Mark Smith. The Church Commissioners, who own the land in question, are aware of this issue and their Agents are pursuing the removal of these Travellers.

When asked specifically as to whether Winchester Police were kept informed about the Travellers activities at Bushfield Camp, Police Constable Mark Smith advised that all relevant information would be held on a central computer and accessed by Winchester Police.

6. District Councillor's Report.

District Councillor G.Beckett's report is as per Appendix “B”.

The main points covered within Cllr. Beckett's report were:

Southampton Airport Master Plan consultation.

South East Plan “Where shall we Live” consultation.

River Park Leisure Centre

Park and Ride.

Discussions on the Southampton Airport Master Plan consultation ensued, the main points being as follows:-

- Cllr. A.Walmsley had received e-mails from Mr. Martin Bell, requesting that the Parish Council make representations on the Southampton Airport Master Plan consultation.
- It was considered appropriate for the Parish Council to make similar comments to those made by Winchester City Council.
- The Parish Council should give a response to Southampton Airport Master Plan consultation.

Action:

Cllr J.Dolphin to liaise with Mr. Robin Tice and arrange for a formal draft response from the Parish Council on the Southampton Airport Master Plan consultation, to be prepared.

7. County Councillor's Report.

County Councillor Charlotte Bailey's report is as per Appendix “C”.

The main points covered within Cllr. Bailey's report were:

- Park and Ride
 - See below
- Shawford Down
- Bushfield Camp
 - Legal Action being pursued by the Agents of the Church Commissioners.
 - After removal of the Travellers, the site will be cleaned up.
- Highways Projects
 - Any proposals from the Parish Council would be welcomed.
 - Cllr. M.Shaw raised the issue of the state of the road in Shepherds Lane, from the School entrance to the crossroads.

- White Lining
 - White Lining from the entrance of Compton Street along Otterbourne Road to the Coles Mead mini roundabout, together with anti skid surfaces, is to be undertaken.
- Integra
- Itchen Navigation
- Libraries Review.

With regard to the issue of “Park and Ride”, extensive discussion took place, the main points being as follows:

Whilst the press release indicates that a review of possible locations for a “Park and Ride” facility to the south of Winchester is taking place, discussions with the appropriate officers of Hampshire County Council indicates that the location has already been determined. In addition, a briefing note quoted by Cllr. G.Beckett suggested that Bushfield Farm is the chosen location.

It is anticipated that the chosen location will be Bushfield Farm, on land adjacent to the roundabout junction with Otterbourne Road and Badger Farm Road. This is the land which received a large amount of “spoil” from construction of the M3 motorway cutting.

This land is owned by Hampshire County Council and as such would be the cheaper option.

Being Hampshire County Council land and the fact that it is Hampshire County Council are proposing the “Park and Ride”, the proposal would not be subject to the usual planning procedures. Hampshire County Council can give themselves the necessary Planning Permission.

Use of the Bushfield Camp site has been discounted due to the necessary involvement for that site by the Church Commissioners.

Whilst the old “Tarmac site” would possibly be preferred by the Parish Council, it appears that this is not being considered due to the sloping nature of that piece of land.

It was pointed out that the proposed location is within the “Local Gap” between Winchester and the Parish of Compton. It was a concern that by developing a “Park and Ride” facility in the proposed location, the result would be the encroachment of Winchester urbanisation upon the Parish of Compton.

It was considered essential that the Parish Council make their views known now.

It is unknown whether a detailed Traffic survey has been undertaken, thereby justifying the development of a “Park and Ride” facility to the south of Winchester.

Whilst the Parish Council could object to the proposed location, the suggestion of an alternate location is not the responsibility of the Parish Council even though some members of the Parish Council may prefer the use of the old Tarmac Site.

Agreed:

The Parish Council strongly objects to the preferred site (as defined in the HCC Briefing note dated 25 October 2005) for Park and Ride, on the grounds of destruction of the Local Gap and visual intrusion, but the Parish Council would be happy to discuss with Hampshire County Council and Winchester City Council the provision of Park and Ride in the proximity of M3 Junction 11.

Proposed: Cllr. N.Campbell-White

Seconded: Cllr. J.Millar

Vote: Unanimous

Action:

Cllr. J.Dolphin to draft a letter in follow up telephone conversations, to Mr. Rick Clayton, Hampshire County Council, concerning the proposed “Park and Ride” facility to be located to the south of Winchester and advise him of the Parish Council’s position on this matter. Such a letter to be copied to Councillor Tim Knight, Hampshire County Council.

Cllr. A.Walmsley enquired as to why “Speed Strips” had recently been installed at the beginning of Hurdle Way.

Action:

County Councillor Charlotte Bailey will make enquiries as to why “Speed Strips” had recently been installed at the beginning of Hurdle Way and report back to the Next Parish Council meeting.

8. **Parish Tree Warden's/Parish Footpaths/Compton Lock Representative's Report.**

Cllr. T.Threlfall's report is as per Appendix "D".

The main thrust of Cllr. Threlfall's report concerned the Itchen and the fact that the lower Itchen is over-abstracted. A Meads Project Committee meeting was due to be held, but this was cancelled due to a lack of water supplying the Meads.

9. **Transport matters.**

There were no matters arising.

Cllr. A.Walmsley noted that in the Correspondence File, there was an invitation to a Transport Symposium. This should be attended to by Mr Roger Lowman.

Action:

The Clerk to copy the invitation to the Transport Symposium to Mr. Roger Lowman for him to address on behalf of the Parish Council.

10. **Finance and Administration Committee. - Convenor's Report.**

Cllr. N.Campbell-White had not submitted a report, but reported orally as follows.

a) Parish Accounts - Cheques for payment

The state of the Parish Council Accounts as at the date of this meeting was as per Appendix "E".

Cheques issued since the last Parish Council meeting were as per Appendix "F".

b) Budgets – Financial Year 2006/2007.

Cllr. Campbell-White advised the meeting that consideration needs to be given to the Budgets for the Financial Year 2006/2007. Convenors of the various committees need to review their anticipated expenditure for that year and advise the Clerk and Cllr. Campbell-White. The Clerk will give any assistance requested on this matter. Draft proposals for the Budgets need to be available by the December 2005 Parish Council Meeting.

Action:

Convenors of Committees to prepare Budgets for the Financial Year 2006/2007, such draft Budgets to be completed by the December 2005 Parish Council meeting.

11. **Planning Committee. - Convenor's report.**

Cllr. J.Dolphin's report is as per Appendix "G".

a) Applications and decisions.

Planning Applications and Decisions for the month of October 2005 are as per Appendix "H".

Cllr. J.Dolphin advised the meeting that there had been no contentious issues arising during the month of October 2005 and therefore the Planning Committee had not met. The following additional issues were raised by Cllr. Dolphin:

South Winchester Park and Ride – covered under item 7 above.

Statement of Community Involvement.

Cllr. G.Beckett advised the meeting that in his capacity of District Councillor, he had been in correspondence with Mr. G.Pitt concerning the development at Ballakitch/Merries.

Declaration of Interest.

Cllr. G.Beckett declared an interest in the matter of the development at Ballakitch/Merries.

The Planning Application for the proposed development at Ballakitch/Merries is shortly to go before the Planning Committee, Winchester City Council. Objections over this proposed development have been submitted by the Parish Council to Winchester City Council and it is considered necessary for as many people as possible to attend the Committee Hearing in order to emphasise the objections. It was also suggested that the Governors of Southdown School be encouraged to raise objections, citing the noise

pollution occasioned by the development at Tilden Road, which is anticipated to be duplicated by the development at Ballakitch/Merries.

Action:

Cllr. J.Dolphin to co-ordinate the Parish Council's representation at the Planning Committee Hearing, Winchester City Council, concerning the Planning Application for the proposed development at Ballakitch/Merries.

Action:

Cllr. G.Beckett to discuss the proposed development at Ballakitch/Merries, with local residents and to encourage them to make representations at the Planning Committee Hearing, Winchester City Council.

Cllr. G.Beckett raised the matter of the requests for removal of certain Planning Conditions at Wood Larks, Crossway, Shawford. These conditions had been imposed under the original Planning Application and it was of concern as to why they should be removed now. It was stated that the "variations" concerned roof windows, all of which faced the main house and should not impact any neighbouring property. Cllr. J.Dolphin said the situation would be monitored.

b) Longacre

Cllr. G.Beckett raised the matter of potential development at Longacre, Hurdle Way. The owner of the site, Mrs. Hauser, had originally wanted to build three properties on the site, but was persuaded to submit proposals for seventeen dwellings on the site. This was subsequently refused and the site has remained un-developed. It is understood that Mrs. Hauser wishes to develop the site in a way that would be acceptable to all interested parties.

To this end, Cllr. Beckett suggested that the Parish Council could advise Mrs. Hauser as to what would be acceptable and therefore not objected to by the Parish Council. Cllr. Beckett was aware of the Parish Council's policy on such a pre-advice process in that the Parish Council had always declined to take a position without full and detailed proposals being available for consideration. After discussion, it was concluded that it is not appropriate for the Parish Council to enter into discussions on this matter with Mrs. Hauser.

Cllr. A.Walmsley advised that he had previously spoken to Mrs. Hauser and detailed to her the contents of the Parish Council's Policy Statement on Planning issues. The fact that the Longacre site had recently been cleared, together with the appearance of "speed strips" at the beginning of Hurdle Way indicates that something is happening.

Action:

Cllr. A.Walmsley to speak to Mrs. Hauser in a "follow up telephone conversation" and endeavour to find out what is happening at Longacre, Hurdle Way, and to reaffirm the Parish Council's Policy on Planning Applications.

c) Parish Plan/Village Design Statement – project progress.

Due to the appropriate Councillors being away, meetings with the various Residents Associations have not as yet been organised. However, letters to the Resident Associations have been sent out advising the Parish Council's proposals in this respect.

12. Playing Fields Management Committee. - Convenor's report.

Cllr. M.Shaw had not submitted a written report, but reported orally as follows:

a) Landscaping around third Tennis Court – Memorial Playing Field.

The landscaping has commenced with clearance of weeds and rotivation of the ground. However, the bad weather conditions have prevented further work taking place. Work will continue when weather conditions permits.

d) Maintenance of land surrounding Jubilee Pavilion and Jubilee Pavilion Car Park.

No action on this matter has taken place therefore it is deferred until the next meeting.

13. Parish Hall.

(a) Report from our rep on CASCA Management.

Cllr. J.Millar's report is as per Appendix "I".

(b) Ancient Clock and Wooden Display Cabinet/White Star plates.

Ancient Clock

Cllr. N.Campbell-White had retrieved the clock from Gerald E.Marsh, the Valuers, and it will be relocated in the Heathcote Room, Shawford Parish Hall. The valuation Certificate is awaited and a copy will be forwarded to CASCA for insurance purposes.

Wooden Display Cabinet/White Star plates.

Cllr. N.Campbell-White had located the original person who made the display cabinet and is making arrangements for its repair. The display Cabinet, together with replacement plates will be re-located high up on the wall within the main hall, Shawford Parish Hall.

The Insurance monies received for the stolen White Star plates has been Banked by CASCA. These funds will be used for the repair of the display cabinet and the repair of the replacement White Star plates.

With regard to the CASCA Christmas Party, Parish Councillors are expected to officiate in the usual manner.

14. Highways, Byways, M3 and Environment Committee – Convenor’s report.

Cllr. P.Caffyn was not in attendance, but had submitted a written report which is as per Appendix “J”. Cllr. J.Richardson reported on behalf of Cllr. P.Caffyn.

a) Pink Tubes

Covered within Cllr. Caffyn’s report. In addition, it has been established that the pink tubes which are protecting the trees/shrubs located on land adjacent to the Jubilee Pavilion Car Park, inside the fence, is the responsibility of the Parish Council.

b) Shawford Down

Covered within Cllr. Caffyn’s report.

c) Horse Droppings on Footpaths.

Covered within Cllr. Caffyn’s report.

d) Victorian Jubilee Memorial

Two quotations have been received and the quotation from Scammell & Higgins in the sum of £2482-17 plus VAT is favoured. Cllr. N.Campbell-White is having difficulty in contacting Vivien Fifield in order to progress a Grant application. It is considered necessary to complete the Grant Application before any work starts on the refurbishment. As part of the overall project, a Landscaping Scheme for the piece of land upon which the Victorian Jubilee Memorial stands, will be necessary.

e) Bench seat – Bus stop, Highways Road.

A response from County Councillor Charlotte Bailey is awaited.

Car Parking – White Lines.

White Lines have been installed in Shawford Village, but the contractors have put them in the wrong place. This will be corrected shortly. It was also reported that the Police have recently issued Parking Tickets on Cars parked on the bend in Shawford Village.

15. Parish Council owned Land – Registration at Land Registry.

As a result of the Tennis Club registering their Lease with the Land Registry, the question of whether the Parish Council should voluntarily register all of its land with the Land Registry was raised. Discussion ensued, the salient points being as follows:

Whilst it is not compulsory to register land, it may well be so in the future.

If the Parish Council Land was Registered at the Land Registry, all future issues relating to proving ownership of the Land would be simplified.

Parish Councils are being encouraged by NALC and The Land Registry to Register.

Currently, most, if not all of the land owned by the Parish Council is not registered at the Land Registry.

To register the Land would cost no more than £525-00 in Land Registry charges, together with approximately £1000-00 in Parish Council Solicitor Fees.

There was lengthy discussion on what pieces of Land the Parish Council owns and it could not be certain that adequate documentation exists to support ownership.

Action:

The Clerk to write to the Parish Council's Solicitor, White & Bowker, detailing the parcels of Land that the Parish Council believes it owns and arrange for the Parish Council's Solicitor to verify that supporting documents of title exist and advise the detailed cost of proceeding with Registration at the Land Registry to the Parish Council.

16. Remembrance Service.

Cllr. A.Walmsley advised that details of the Remembrance Service are not as yet known. However, the required Poppy Wreaths have been received and the Parish Council will be represented at the Memorials by Cllr. A.Walmsley and Cllr N.Campbell-White.

Action:

Cllr. A.Walmsley to confirm details for the Remembrance Services with representatives of the Church and co-ordinate the Parish Council's involvement.

A.O.B.

Cllr. A.Walmsley raised the following matters identified within the Correspondence File:

1. Minerals Waste Deposit Review – consultation document. The Clerk requested who would review this matter. It was concluded that there is no impact on this Parish and therefore the matter would be left in abeyance.
2. A letter had been received from FWAG requesting donations. This will be ignored.
3. HAPTC had advised that a "Hampshire Quality Parish Roadshow" is to be held. Whilst this Parish currently does not wish to pursue Quality Status, it was deemed appropriate that somebody from the Parish Council should attend.

Action:

The Clerk to book a place on the "Hampshire Quality Parish Roadshow" as published by HAPTC.

4. HAPTC are organising Seminars for New Councillors. Cllr J.Richardson had not attended such a Seminar and was asked if he wished to attend. Some discussion as to the value of such Seminars was undertaken and it was concluded that Cllr. Richardson would not attend the Seminar.
5. An e-mail Survey concerning the HAPTC Annual Report had been received which needed a response.

Action:

Cllr. A.Walmsley to provide a draft response to the HAPTC e-mail survey concerning the HAPTC Annual Report.

Cllr. J.Richardson advised that he had been made aware that the new car parking arrangements in the Car Park at the Jubilee Pavilion only allowed for seven cars to be parked to the south of the Pavilion, whereas originally the proposals were for eight cars. It was accepted that due to the reluctance of the Sports Club and neighbours of the area in question, the space available was limited and only eight small cars could be parked there, not eight "Chelsea Tractors".

In addition, Cllr. Richardson advised that despite the recent Car Park improvements at the Jubilee Pavilion, the orange Car Park surface is still washing out onto the Road and Pavement. This matter will be investigated.

17 Date of Next Meeting.

6th December 2005.

Compton and Shawford Parish Council

Minutes of the Compton and Shawford Parish Council Meeting held on Tuesday 6th December 2005 in the Compton Room, Shawford Parish Hall, starting at 7.15pm.

Present:

Mr. A.Walmsley (Chairman), Mr. George Beckett, Mrs. P.Caffyn, Mr.J.Dolphin, Mrs. J.Millar, Mr. J.Richardson, Mr. T.Threlfall.

In attendance: County Councillor Charlotte Bailey.
Police Constable Nigel Megson
0 Members of the Public

1. **Correspondence - circulated to all members for their response.**
The correspondence file containing the correspondence for the months of September 2005 was circulated to all Councillors in attendance.
2. **Apologies for absence.**
Cllr.N.Campbell-White,
Cllr. M.Shaw,
3. **Presentation from HCC, Countryside Service – Management Plan for Shawford Down.**
A presentation of the draft Management Plan for Shawford Down was given by Mr. Charles Cuthbert and Mr. David Ball, both of The Countryside Service, Hampshire County Council. The draft Summary Management Plan, excluding maps, is as per Appendix "B".

Charles Cuthbert and David Ball went through the draft Summary Management Plan and drew members attention to the various issues raised together with the following additional points.

50% of the grassland had been cut in October 2005 and the grass removed.

Hampshire County Council had been undertaking a dialogue with the Parish Council on this issue for some eighteen months.

Fresh resources had been obtained by way of funding via a wayleave from the Malms development.

It is considered essential that positive feedback from local residents and the Parish Council is received by Hampshire County Council in order to support applications for additional funding from DEFRA under the High Level Stewardship scheme, application forms for this have recently been received.

Initial discussions with representatives of DEFRA indicate that they are supportive of the Management Plan.

With the required feedback, the Draft Management Plan will be redrafted and the redrafted document used in support of the funding application to DEFRA.

It is required that feedback from local residents and the Parish Council be received by the end of January 2006.

In order to facilitate the publicising of the proposed Management of the Down, an article should be published in the Parish Magazine.

Action:

Mr. David Ball to draft an article covering the proposed Management of Shawford Down and submit that article to Cllr A.Walmsley by Tuesday 13th December 2005, for publication in the Parish Magazine. The article to request feedback which will be submitted to Cllr. P.Caffyn for co-ordination back to Hampshire County Council.

Action:

Cllr. A.Walmsley to copy the article produced by Hampshire County Council covering the proposed Management of Shawford Down, to the various Residents Associations within the Parish. Requesting that feedback be made to Cllr. P.Caffyn for co-ordination back to Hampshire County Council.

Ultimately, the objective is to graze the grassland with cattle, this being the best form of management of the Down.

Stock fencing will have to be installed with adequate gates to allow for public access.

Questions concerning the amount of scrub removal were answered by Hampshire County Council advising that they had been cautious in this matter, but would be happy to remove more if the feedback indicated that that would be acceptable. Hampshire County Council would keep the matter under review and amend their plans as and when necessary.

The question of whether Shawford Down was classed as "Common Land" was answered by Hampshire County Council who advised that research into this question revealed that Shawford Down is not Registered Common Land. Accordingly, there would be no problem in installing discreet Stock Fencing.

Such Stock Fencing would out of necessity have barbed wire along the top, but this would be at a height which would not be injurious to small children.

The Chairman, Cllr. A.Walmsley expressed the Parish Council's thanks to Mr. Charles Cuthbert and Mr. David Ball.

4. **Minutes** - To approve the minutes of the meeting held on 1st November 2005 (as circulated)
There were no issues raised in respect of the circulated minutes of the Parish Council meeting held on the 1st November 2005.

Agreed:

The Parish Council agreed that the Minutes of the meeting held 1st November 2005 as circulated, were a true record of that meeting.

Proposed:- Cllr. T.Threlfall

Seconded:- Cllr. J.Dolphin

Vote:- Unanimous

5. **Matters arising and Outstanding Action Points** - from minutes and not mentioned elsewhere on the Agenda.

Matters Arising:- There were no matters arising.

Outstanding Action Points:- Cllr. J.Dolphin advised that action point ID508 is still outstanding as Mr Robin Tice was away on holiday. There were no other matters raised. Outstanding Action points as a result of this meeting are as per Appendix "A".

The Meeting will be closed

Statements, Observations and Questions from Members of the Public will be received and addressed. Maximum of 15 minutes allowed.

There being no members of the public in attendance, there were no matters raised.

The Meeting will be re-opened.

6. **Police Report.**

Police Constable Nigel Megson was in attendance and reported orally as follows:-

Very little by way of crime was happening within the village.

There had been instances of theft from motor vehicles in the car park at the Bridge Hotel and Captain Barnard Public Houses.

Although not within the Parish, there had been instances of "distraction burglaries" within the area.

Again, not within the Parish, there had been instances of "ladder burglaries" within the area.

A report of a "suspicious person" in Martins Field turned out to be a contractor undertaking meter readings on behalf of the Gas/Electricity Board, even though the company concerned did not know of the meter reading.

When asked, Constable Megson advised the meeting that there had been no charges brought against the Travellers who had been camped at Bushfield Camp. Only some petty offences had been pursued.

7. **District Councillor's Report.**

Cllr. G.Beckett's report is as per Appendix "C".

The matter of "Park and Ride" was discussed under Planning – see section 12 – and there were no other matters raised.

8. County Councillor's Report.

County Councillor Charlotte Bailey's report is as per Appendix "D".

The main points of Charlotte Baileys report were as follows:-

Park and Ride

- o Written questions submitted to Council.
- o Meeting with Stuart Jarvis on 14th December 2005 and Mrs bailey will be pleased to raise any concerns that the Parish Council or residents have.

Shawford Down

- o Written to Councillor Snaith concerning the Funding for the Management of Shawford Down.

Integra

- o Raised questions concerning the disposal of Christmas wrapping paper in Land Fill sites as opposed to recycling – cost of advising residents excessive.
- o Received a statement from Integra that no materials are dumped on the Far East by Integra – a copy of the statement lodged with the Clerk.

Speed Checks

- o Speed Checks have been taken on the Main Road between Hurdle Way and Bushfield Roundabout.
- o Copies of the results were given to the Clerk.
- o The reason for these Speed Checks is still to be established.

Compton All Saints School

- o Very good results.
- o OFSTED visit report awaited.

a) Management of Shawford Down – Funding.

See above and Cllr. Charlotte Bailey's report, Appendix "D".

b) Speed Strips – Hurdle Way.

See above and Cllr. Charlotte Bailey's report, Appendix "D". In addition, Cllr. Bailey will pursue the matter of why these speed checks were undertaken and report back via e-mail.

9. Parish Tree Warden's/Parish Footpaths/Compton Lock Representative's Report.

Cllr. T.Threlfall's report is as per Appendix "E".

Cllr. Threlfall advised the meeting that he had received two publications covering trees. These were available to anybody who wishes to read them.

10. Transport matters.

There were no matters arising.

11. Finance and Administration Committee. - Convenor's Report.

Cllr. N.Campbell-White was not in attendance and had not submitted a report.

It was noted that there had not been a Finance and Administration Committee meeting since May 2005 and some members thought this was a matter for concern. However, it was pointed out that a meeting need only be convened if there is a specific issue to discuss.

Action:

Cllr. J.Dolphin to contact Cllr. N.Campbell-White to endeavour to arrange a Finance and Administration committee meeting, primarily to discuss the budgets and precept for the financial year 2006 -2007.

a) Parish Accounts - Cheques for payment

The state of the Parish Council Accounts as at the date of this meeting was as per Appendix "F".

Cheques issued since the last Parish Council meeting were as per Appendix "G".

b) Budgets – Financial Year 2006 – 2007.

The proposed Budgets for the Financial Year 2006-2007 had been circulated. Some amendments by Cllr. N.Campbell-White are known to be required. These budgets will be discussed by the Finance and Administration Committee and recommendations will be

made to the January 2006 Parish Council meeting where the Precept to be claimed will be agreed.

12. Planning Committee. - Convenor's report.

Cllr. J.Dolphin's report is as per Appendix "H".

a) Applications and decisions.

Applications and Decisions for the month of November 2005 are as per Appendix "I".

b) South Winchester Park and Ride.

Significant discussion on this subject took place, the main points being as follows:-

The proposed Park and Ride is a joint development by Hampshire County Council and Winchester City Council.

Hampshire County Council will undertake the Construction and Winchester City Council will undertake the running of the facility.

Hampshire County Council will be able to give themselves the required Planning Permission, so the project will not be subjected to the usual planning procedures. Consultation with interested parties has yet to be undertaken.

It is understood that the Bushfield Farm site has already been determined by Hampshire County Council as being the appropriate site for the facility, all other options having already been discounted.

Whilst the Parish Council recognises the need for a Park and Ride facility to the south of Winchester, it is the proposed location of Bushfield Farm which is objected to.

The proposed location of Bushfield Farm is considered far more intrusive to the Parish than other possible locations such as the old Tarmac site.

It is accepted that if the old Tarmac site were to be considered, the visual intrusion from the M3 motorway, St/Catherines Hill and Hockley Golf Course would be far more intrusive. However, it is also accepted that the visual intrusion would not be significantly greater than the visual intrusion of the m3 motorway and its signs together with the railway.

Accordingly, the views from the S.S.I. are already spoilt and a Park and Ride facility at the Tarmac site would not materially impact this.

The Parish Council needs to prepare its objections to the proposed utilisation of the Bushfield Farm location

Assessments of the possible alternative locations are not available to the Parish Council.

Agreed:

The Parish Council opposes the utilisation of "Gap Land" at Bushfield Farm for the provision of a Park and Ride facility in preference to an alternative location adjacent to the M3 motorway, Junction 11.

Proposed: Cllr. G.Beckett

Seconded: Cllr. J.Millar

Vote: Unanimous.

In order to assist in the preparation of the opposition, it was suggested that photographic montage be compiled showing the alternative locations with indications of the likely visual impact.

Any Photographic document, together with arguments for and against, needs to be done professionally if such a document is to have any credibility.

At this point in time, the Parish Council does not have resources available to employ a professional to undertake the work. However, as a starting point, some photographs taken from the appropriate locations would assist in determining whether the Parish Council has an argument worth pursuing.

Action:

Cllr. A.Walmsley and Cllr. J.Richardson to photograph the various alternative locations, from suitable locations, with a view to showing the possible visual intrusion of the proposed Park and Ride facility to the south of Winchester.

In support of this initiative, an article needs to be put in the Parish Magazine in order to raise Parishioners' awareness of the issue and to generate feedback.

Action:

Cllr. G.Beckett to draft an article for publication in the Parish Magazine concerning the proposals for a Park and Ride facility to the South of Winchester at Bushfield Farm.

c) Development at Ballakitch/Merries.

Declaration of Interest

Cllr. G.Beckett declared an interest in this issue.

Cllr. Dolphin advised that the Planning Application in respect of the development at Ballakitch/Merries had been permitted by Winchester City Council. This was despite objections from the Parish Council and a number of local residents. It was understood that the recent development at Tilden Road acted as a precedent for the planning authority to grant permission for this development.

d) Longacre.

Cllr. A.Walmsley advised the meeting that he had spoken to Mrs Hauser concerning her plans for the Longacre site. Mrs. Hauser said that she will be submitting plans for an additional single dwelling at the Longacre site. Accordingly, the Parish Council will await sight of the Planning Application when it is submitted.

e) Report on Parish Plan Working Group.

A meeting with the various Residents Associations has been arranged for the evening of the 9th January 2006. At this meeting, discussions will take place to determine the appetite within the Parish for the development of a Parish Plan and/or Village design Statement. It was commented that a "Parish Plan" has a stronger influence with the Planners. To this end, a number of specimen "Parish Plans" from other parishes had been obtained which will assist in determining the requirements of a Parish Plan.

Action:

Cllr. G.Beckett will attend the meeting with the various Residents Associations to discuss the issue of developing a Parish Plan and/or Village Design Statement.

Amongst the recently received Planning Applications, there was the application submitted by Mr. Martin Bell at Shepherds Grove, for the development of an additional single dwelling. It was questioned whether the Parish Council should support this development. After some discussion, it was suggested that as the Parish Council supported the "Outline Planning Application" for a single dwelling, the Parish Council need not make any further comment in respect of the detail for this development. The matter should be left with Cllr. J.Dolphin, as Convenor of the Planning Committee, to determine if any further action is required.

Cllr. J.Dolphin outlined the new Planning Application objection procedures which have been imposed by Winchester City Council.

Cllr. J.Dolphin referenced the Supplementary Planning Guidance – Development Frontage. The Parish Council is awaiting the final criteria feedback.

13. **Playing Fields Management Committee. - Convenor's report.**

Cllr. M.Shaw was not in attendance, but had submitted a report which is as per Appendix "J".

a) Memorial Playing Field – Landscaping around third Tennis Court

The landscaping has been delayed due to the following:-

Significant water retention on the land to be landscaped had occurred.

It is not known whether this is purely water retention or a leak from an unknown water pipe under the land in question.

It may be necessary to install some form of drainage in the ground.

Cllr. J.Richardson intends to discuss the matter with Cllr. N.Campbell-White when he returns.

Currently, the ground is too wet to continue with the landscaping, it is proposed to leave it until the end of February 2006 when hopefully it will have dried out sufficiently to seed the area.

In the meantime, the tarmac area and fencing will be completed.

Cllr. G.Beckett advised that in his opinion the ground will settle down in time and the problem of water retention, if that is what it is, will disappear.

b) Maintenance of land surrounding Jubilee Pavilion and Jubilee Pavilion Car Park.
No progress on this matter reported, therefore deferred until the next meeting.

14. Parish Hall.

(a) Report from our rep on CASCA Management.
Cllr. J.Millar's report is as per Appendix "K".

Cllr. Millar added to her report by advising the following:

The incorrect date for the CASCA Christmas Party as published in the Parish Magazine had been rectified.

It is anticipated that CASCA will be applying for a Full Licence for the Parish Hall.

Cllr. P.Caffyn raised the matter of late night music at the Parish Hall. As part of the Licence granted to the Bridge Hotel, a restriction on noise from live music after 11pm had been imposed. Cllr. Caffyn enquired whether a similar restriction should be placed upon the Parish Hall.

Action:

Cllr. J.Millar to raise the question of restricting noise nuisance after 11pm at the Parish Hall, with the CASCA Management Committee.

15. Highways, Byways, M3 and Environment Committee – Convenor's report.

Cllr. P.Caffyn's report is as per Appendix "L".

It had been reported that the recently installed White Lines to discourage car parking in Shawford Village have been ignored. White Lining is not enforceable.

Instances of more Graffiti in the underpass under the M3 have resulted in further expense to the Parish Council. It was concluded that an article should be published in the Parish Magazine stating that future instances will be reported to the police with a view of identifying the culprits and claiming the cost of cleaning from the culprits.

Action:

Cllr. P.Caffyn to draft an article for publishing in the Parish Magazine stating that further instances of Graffiti in the Parish will be reported to the Police with a view to identifying the culprits and recouping the cost of cleaning.

a) Shawford Down

Covered in Cllr. P.Caffyn's report, Appendix "L", and under item 3 above.

b) Victorian Jubilee Memorial

In addition to her report, Cllr. Caffyn advised the meeting that she had a very successful meeting with Anna Longly at which Anna Longly agreed to produce an outline Landscaping Scheme , free of charge, for the area surrounding the Victorian Jubilee Memorial. This is awaited.

c) Bench seat – Bus stop, Highways Road.

Cllr. P.Caffyn reported that nothing further had been heard from County Councillor Charlotte Bailey. Accordingly the subject will be dropped from the Agenda.

Cllr. A.Walmsley advised that a complaint had been received concerning a notice that had appeared on the footpath from Hurdle Way to Compton Street indicating that the Southern Trailways Association had applied for the footpath to be upgraded to a BOAT status. It is understood that this is one of many such applications put forward by Southern Trailways Association. It was concluded that the Parish Council should wait and see what happens on this matter.

16. Parish Council owned Land – Registration at Land Registry.

An exchange of correspondence with White and Bowker, the Parish Council's Solicitor, indicates that the cost of Registering the Parish Council owned Land at the Land Registry will cost in the region of £1000-00 including land Registry fees.

Action:

The Finance and Administration Committee to consider the issue of Registering the Parish Council owned Land at the Land Registry and make recommendations to the Parish Council meeting in January 2006 with a view to include the anticipated cost in next years Budgets.

Action:

The Clerk to respond to White and Bowker's letter, advising that the Parish Council has discussed the matter and will be deliberating further together with including the potential cost of Registering Parish Council owned Land with the Land Registry, in next years Budgets.

17. Winchester Citizens Advice Bureau– Funding.

Cllr. G.Beckett requested that this item be placed on the Agenda. Subsequent to an e-mail received from Winchester Citizens Advice Bureau which requested Parish Councils to contribute towards their funding, he was concerned that the Parish Council may wish to make some contribution.

It was generally concluded that the Parish Council would not contribute to the funding of Winchester Citizens Advice Bureau. It was stated that the Parish Council has a policy of not contributing to Charities and that the Winchester Citizens Advice bureau is already funded by Parishioners through their Council Tax.

A.O.B.

1. Cllr. P.Caffyn enquired whether anybody knew of a "Handyman" who would be prepared to undertake various small jobs around the Parish. Frank Smith, who had previously been undertaking such small jobs, no longer has the time. If anybody knows of such a person, could they advise Cllr. P.Caffyn.
2. Cllr. P.Caffyn advised that she telephoned Savilles, the Estate Agent involved with the Malms. In their advertising literature they state that fishing rights on the Itchen go with the Malms apartments. This is considered to be misrepresentation in that the waterway associated with the Malms is the Itchen Navigation for which there are no fishing rights. It was pointed out that this matter is of no concern to the Parish Council.

18. Date of Next Meeting.

3rd January 2006.