

Compton and Shawford Parish Council

Minutes of the Compton and Shawford Parish Council Meeting held on Tuesday 3rd January 2006 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,

In attendance: 0 Members of the Public

1. **Correspondence** - circulated to all members for their response.
The correspondence file containing the correspondence for the months of December 2005 was circulated to all Councillors in attendance.
2. **Apologies for absence.**
Cllr. Mr. T.Threlfall.
County Councillor Charlotte Bailey
District Councillor Murray Macmillan
3. **Minutes** - To approve the minutes of the meeting held on 6th December 2005 (as circulated)
There were no issues raised in respect of the circulated minutes of the Parish Council meeting held on the 6th December 2005.

Agreed:

The Parish Council agreed that the Minutes of the meeting held 6th December 2005 as circulated, were a true record of that meeting.

Proposed:- Cllr. P.Caffyn

Seconded:- Cllr. J.Richardson

Vote:- 6 votes for

Abstentions:- 2 votes

It should be noted that Cllr. N.Campbell-White and Cllr. M.Shaw were not in attendance at the 6th December 2005 Parish Council meeting and therefore abstained from this vote.

4. **Matters arising and Outstanding Action Points** - from minutes and not mentioned elsewhere on the Agenda.
Matters Arising:- There were no matters arising, apart from Cllr. N.Campbell-White expressing concern over the "mischievous" and "vexatious" references to his calling a Finance and Administration Committee meeting.
Outstanding Action Points:- Cllr. J.Dolphin advised that action point ID508 is now cleared. District Councillor Charlotte Bailey had advised Cllr. P.Caffyn, that the issue of a Bench Seat at the bus stop on the Main Road should be left in abeyance. 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 members of the Public in attendance, therefore there were no issues raised.

The Meeting will be re-opened.

5. **Police Report.**
There was no representative from the Police in attendance and a written report had not been submitted.
6. **District Councillor's Report.**
There was no written report submitted by either District Councillor G.Beckett or District Councillor M.Macmillan. However, Cllr. G.Beckett reported orally covering the following points:-
Winchester City Council had a quiet month due to the Christmas and New Year break.

District Councillor Murray Macmillan had been appointed at the District Council's "Go-between" for the Army. This will have little or no impact upon the affairs of Compton and Shawford Parish Council.

Cllr. Beckett had comments to make about the proposed South Winchester Park and Ride; these would be covered under Item 11 b) below.

7. County Councillor's Report.

County Councillor Charlotte Bailey was not in attendance, but had submitted a written report which is as per Appendix "B".

The main issues contained in Cllr. Bailey's report were as follows:

A meeting with Stuart Jarvis, Deputy Director for the Environment, at which a number of searching questions concerning the proposed South Winchester Park and Ride facility were raised.

Funding issues for the Management of Shawford Down. A response had been received from Councillor Margaret Snaith.

Repairs to Footpath 18.

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

Cllr. T.Threlfall was not in attendance, but had submitted a written report which is as per Appendix "C".

The broken fence/style was confirmed by Cllr A.Walmsley and it was noted that this issue had also been taken up by County Councillor Charlotte Bailey.

9. Transport matters.

Cllr. P.Caffyn advised the meeting that Residents in Shawford had received a circular letter from Network Rail concerning planned works at Shawford Railway Station due to commence on 9th January 2006. This letter does not give full details of what this work will encompass. It was considered that this should be established and details published to a wider audience via the Parish Magazine.

Action:

Cllr P.Caffyn to establish details from Network Rail of the work proposed at Shawford Station and pass these details to Veronica Bliss for publication in the Parish Magazine.

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

Cllr. N.Campbell-White's report is as per appendix "D". (amended in accordance with discussions during the meeting.)

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 and Precept for Financial Year 2006/2007

Significant discussions took place on this issue, such discussion centred upon the Parish Council's contribution of £1000-00 to CASCA's sinking fund. The main points arising were as follows:-

Extensive discussion on this matter was undertaken by the Finance and Administration Committee.

There was a divergence of opinion on whether the Parish Council should make such a contribution when CASCA is making a profit.

It was proposed at Committee that Cllr. J.Dolphin would lead negotiations with CASCA to either reduce/eliminate the Parish Council's contribution or alternatively significantly increase the Rent payable by CASCA, whilst CASCA are doing so well.

It was pointed out that CASCA are not constrained to make a commitment to the Sinking Fund, there is nothing in the lease covering this point.

Any monies in the Sinking Fund are under the control of the Parish Council representatives on CASCA's Management Board and cannot be accessed directly by CASCA.

There is nothing in CASCA's Lease that states to the effect that any surplus monies should be returned to the payers of Council Tax, via the Parish Council.

It was suggested that when CASCA is doing so well, any surplus monies should be returned to the payers of Council Tax. It was considered that a non-profit organisation should not accumulate profits and at the same time expect subsidies from the Parish Council.

There are various options that will be discussed with the Management team of CASCA

It was accepted that a Sinking Fund for the Parish Hall must be maintained in order to fund future major repairs/refurbishments.

It is accepted that the Parish Council do not want to arbitrarily eliminate the £1000-00 contribution to the Parish Hall Sinking Fund, for this reason this sum has to be budgeted for in the 2006/2007 Budgets.

Action:

Cllr. J.Dolphin to arrange a meeting with Mr. J.Griffiths and the CASCA Management Team to discuss the question of the Parish Council continuing the £1000-00 contribution to the Parish Hall sinking fund, when CASCA are making significant profits. The negotiations will be undertaken with a view of achieving a more equitable solution from a Council Tax Payer's perspective.

(An Amendment to the Minutes of the Finance and Administration Committee Meeting were agreed, the resultant minutes being as per Appendix "D".

The Finance and Administration Committee recommends that the Budgets for the Financial Year 2006/2007 as per Appendix "G", resulting in a Precept of £25,296-00 be adopted by the Parish Council.

Agreed:

The proposed Budgets for the Financial Year 2006/2007 in the Precept sum of £25,296-00, being a 2-99% increase over the previous year, be adopted by the Parish Council.

Proposed: Cllr. N.Campbell-White

Seconded: Cllr. G.Beckett

Vote: Unanimous.

c) Land Registry Registration of Parish Council owned Land.

Cllr. N.Campbell-White advised the meeting that it is anticipated that the total cost of this exercise will be no more than £1500-00. Actual registration cannot be commenced until the next Financial Year due to Budgetary constraints. In the meantime, guidance will be sought from the District Valuation Office on determining the value of the Land in Question, together with obtaining further guidance from the Land Registry on the issue of Valuing public land.

Action:

Cllr. N.Campbell-White to approach the District Valuation Office with a view to obtaining guidance on determining a value of the Publicly Owned Land for the purposes of registering such land at the Land Registry.

Action:

The Clerk to speak to the Land Registry to obtain guidance on determining a value of the Publicly Owned Land for the purposes of registering such land at the Land Registry.

This issue will be further discussed at the next Parish Council meeting.

d) Open Space Strategy 2006 – 2007.

A letter received from Winchester City Council requires the Parish Council to make a return to Winchester City Council of all the anticipated projects to be considered by the Parish Council, which are to be funded by the Open Space Fund.

Currently, the following are issues which are to be considered by the Parish Council under the Open Space Strategy:

1. Upgrade the play area at Memorial Playing Field to NEAP status.
2. Provide new play area in Shawford.
3. Provide facilities for teenagers.
4. Purchase of Capital asset for use by Residents of the Parish (Open Space Fund – Policy)

Cllr. M.Shaw had been advised by Gordon de la Mare, secretary of the Sports Club, that the football pitch on the Memorial Playing Field had become very un-even and bumpy, requiring major earthworks to level.

Declaration of Interest.

Cllr. J.Richardson, being on the Management Committee of the Sports Club, declared an interest in this subject.

Significant discussion on the matter took place, the main points being as follows:-

The major earthworks on the Football Pitch will cost thousands of pounds, as opposed to hundreds of pounds.

Something needs to be done and Cllr. M.Shaw considered that the Open Space Fund should be used for such a matter.

The State of the ground not only concerns the Football Pitch but also the playing of cricket and is possibly causing the problems in respect of the Landscaping around the third Tennis Court.

The repairs to the playing field is possibly outside the issue of maintenance of just the Football Pitch.

The Sports Club are currently a net cost to the Parish Council, the rent/contribution they pay the Parish Council is far short of the overall costs.

The users of the Football facilities are predominantly non-residents of the Parish.

It was felt in-appropriate to contribute additional monies by the Parish Council from funds for the use by Parishioners, to an organisation whose membership is predominantly non-resident.

The current agreement with the Sports Club is that they have a five year period to improve their finances, during which time they will benefit from a subsidised rent payable to the Parish Council. This has been in operation for some two years.

To-date, there has been no indication that the Sports Club have taken any action to significantly improve their finances.

The Parish Council as Landlord, leases the Memorial Playing Field to the Sports Club.

The Sports Club, as Tennant, is responsible for the maintenance of facilities they require on that playing field, ie., the Football Pitches.

It is not the responsibility of the Parish Council to pay for the Sporting facilities desired by the Sports Club.

It was concluded that it would be appropriate to include the issue of the major earthworks on the Memorial Playing Field within the list of projects under consideration by the Parish Council, in the return to Winchester City Council, Open Space Strategy. However, the inclusion of this matter in the list is not to be considered to be a commitment to initiating such work.

Agreed/Action:

The Clerk to respond to the W.C.C. Open Space Strategy letter advising that the following are under consideration by the Parish Council:

1. Upgrade the play area at Memorial Playing Field to NEAP status.
2. Provide new play area in Shawford.
3. Provide facilities for teenagers.
4. Purchase of Capital asset for use by Residents of the Parish (Open Space Fund – Policy)
5. Major earth-works to level the Football Pitches on Memorial Playing Field.

Proposed: Cllr. M.Shaw

Seconded: Cllr. N.Campbell-White

Vote For: 6 votes

Vote Against: 1 vote

Abstention: 1vote.

Victorian Jubilee Memorial.

Cllr. N.Campbell-White advised that due to the everlasting delays in refurbishing the Victorian Jubilee Memorial, he suggested that the project be split into two aspects as follows:-

1. Repair/Refurbish the Victorian Jubilee Memorial.
2. Landscaping the land around the Victorian Jubilee Memorial.

The cost of the actual repairs and refurbishment can be met out of monies brought forward from previous years under the Highways and Byways budgets, together with the budget for 2006/2007. The Landscaping can be financed from grants which are still being pursued.

Agreed:

The repairs and refurbishment of the Victorian Jubilee Memorial be initiated in May 2006, the cost of which to be met out of monies brought forward from previous years under the Highways and Byways Budget. Together with funds budgeted under the 2006/2007 Budgets.

Vote: By a show of hands - Unanimous

Action:

Cllr. P.Caffyn to instruct Scammell & Higgins to commence work in May 2006 on the repairs/refurbishment of the Victorian Jubilee Memorial.

Valuation of Parish Hall/Caretaker's Cottage

Cllr. N.Campbell-White advised the meeting that he considered that the Parish Hall and Caretaker's Cottage required re-valuation for Insurance purposes. Some discussion took place, the main points being as follows:

Re-Valuation required for Insurance purposes.

The normal fees for a valuation is approximately ½% of the Value.

The Parish Council could not accept such a level of Fee.

Cllr. Campbell-White could obtain the required and acceptable valuation for a greatly reduced fee if the Parish Council would accept such a proposal.

It is believed that the Parish Hall is currently under insured.

Cllr. G.Beckett was strongly opposed to obtaining valuations for insurance purposes; private householders do not obtain valuations for insurance purposes.

The Insurance Companies apply a "multiplier" in line with property values inflation, to determine a valuation of a property upon which the insurance is based.

In view of the divergence of opinion on this issue, the matter was deferred until the next Parish Council meeting.

Sports Club Insurance.**Declaration of Interest.**

Cllr. J.Richardson, being on the Management Committee of the Sports Club, declared an interest in this subject.

Cllr. N.Campbell-White advised the meeting that the Sports Club, as with all Sports Clubs, is unable to obtain Insurance for their element of the Jubilee Pavilion Insurance, ie., the Fixtures and Fittings. Accordingly, it is proposed that the Parish Council assume responsibility for this insurance and claim an additional contribution from the Sports Club. This to be put on an annual basis and covered by a Letter of Agreement with the Sports Club, appended to the Lease. Ownership of the Fixtures and Fittings will accordingly pass to the Parish Council.

Agreed/Action:

The Clerk to invoice the Sports Club for £130-00, being their contribution to the insurance of the Jubilee Pavilion for the Insurance Year 2005/2006. In addition, a Letter of Agreement to be exchanged with the Sports Club stating that the Parish Council will in future take responsibility for insurance of the Fixtures and Fittings on the condition that the Sports Club will make a pro-rata contribution towards the Insurance costs of the Jubilee Pavilion.

Proposed: Cllr. N.Campbell-White

Seconded: Cllr. G.Beckett

Vote: 7 votes for.

Abstentions: 1 vote.

11. 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 December 2005 are as per Appendix "I".

Some discussion took place on the Planning Application covering Wood Larks, Cross Way, Shawford.

Declaration of Interest.

Cllr. J.Dolphin, in view of a relative being a neighbour to the property in question, declared an interest in this subject.

This application is one of a number of requests for a variation in previously granted Planning Application which had conditions attached.

The Application is requesting a variation to the imposed conditions.

It involves Roof-lights which overlook properties to the North and West.

This matter was considered to be "Builders Creep" and/or "salami slicing".

Previous requests for variations had been permitted.

It was considered that this continual submission of requests for variations should be resisted, otherwise the imposition of the original conditions is meaningless.

Agreed/Action:

Cllr. J.Dolphin to raise an objection with Winchester City Council concerning Planning Application ID 312 – reference W19440/03 – in respect of the development at Wood Larks, Cross Way, Shawford.

Vote: By a show of Hands – Unanimous.

Longacre.

The plans for development of a single additional dwelling at Longacre had been received today. This proposal was in line with the Parish Council's planning policy. In view of the previous history of this site, it was suggested that the Parish Council should submit a formal letter of support for this development to Winchester City Council.

Agreed/Action:

Cllr. J.Dolphin to submit a formal letter of support for the development of a single additional dwelling in line with the Planning Application W11420/09, to Winchester City Council as the Application conforms to the Parish Council Planning Policy.

Vote: By a show of Hands – Unanimous.

b) South Winchester Park and Ride

Some discussion on this issue took place, the main points being as follows:

Although Public consultation has not as yet taken place, various pieces of correspondence on this issue indicates that Hampshire County Council have already decided that the Bushfield Farm site is the chosen location for this facility and all other possible sites have been discounted.

County Councillor Charlotte Bailey's report covers various questions raised, but an e-mail from Richard Knasel, Winchester City Council, appears to answer many of the questions raised.

Action:

The Clerk to forward the exchange of e-mails between Cllr. G.Beckett and Cllr R.Knasel, concerning the proposed South Winchester Park and Ride, to County Councillor Charlotte Bailey.

As it seems that the matter has already been determined by Hampshire County Council, the only recourse that the Parish Council believes it has is to involve the media.

Action:

Cllr. G.Beckett to refer the matter of the proposed South Winchester Park and Ride, and the fact that Hampshire County Council have already determined a location, to Warwick Payne of the Hampshire Chronicle, in an attempt to involve the media in this issue.

It was disappointing that the article on this issue which was published in the Parish Magazine, did not result in any feedback.

District Councillor Murray Macmillan advised that he has a colleague who might be prepared to assist the Parish Council in preparing a proposal for the utilisation of the old Tarmac site, as opposed to the Bushfield Farm site, for the proposed South Winchester Park and Ride facility.

The outstanding action point ID 523 is yet to be undertaken.

Action:

Cllr. A.Walmsley to draft and publish in the Parish Magazine, a further article on the proposed South Winchester Park and Ride facility.

Action:

Cllr. G.Beckett to discuss with Cllr. M.Macmillan the involvement of Cllr. M.Macmillan's colleague who might be prepared to assist the Parish Council in preparing a proposal for the utilisation of the old Tarmac site, as opposed to the Bushfield Farm site, for the proposed South Winchester Park and Ride facility.

c) Report on Parish Plan Working Group.

Cllr. A.Walmsley advised the meeting of the following:

A visit to St. Mary Bourne is to take place on 4th January 2006, to discuss their work on producing a Parish Plan/Village Design Statement for their Parish.

A meeting with the Chairmen of the Residents Associations will be held on 9th January 2006 at the home of Cllr. J.Dolphin.

It was emphasised that any resultant Parish Plan/Village Design Statement should not be a Parish Council document, but should be a document produced by the Community.

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

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

a) Maintenance of land surrounding Jubilee Pavilion and Jubilee Pavilion Car Park.

This issue is still to be addressed and remains an outstanding action point.

b) Landscaping of Memorial Playing Field around Third Tennis Court.

The landscaping was currently suspended due to the inclement weather and the ground being so wet. However, the contractor hopes to complete the fencing, paving and tarmac area within the next two weeks. This is dependant upon other calls on his time.

The Cradle Swing in the children's Play Area, Memorial Playing Field, is requiring minor repair.

Action:

Cllr. N. Campbell-White and/or Cllr J. Richardson to effect repairs to the Cradle Swing in the children's Play Area, Memorial Playing Field

Concerns about the Football Pitch etc., are covered under item 10 d) above.

It was reported that the recently installed Cricket Nets are being extensively used.

Cllr. J. Richardson enquired whether there was a regular inspection of the Play equipment in the Children's Play Area. Cllr. M. Shaw responded by advising that there was an annual Inspection undertaken by Winchester City Council, together with a weekly inspection undertaken by herself which is documented.

13. Parish Hall.

(a) Report from our rep on CASCA Management.

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

The next meeting of the CASCA Management Committee is to be on the 13th January 2006.

Ticket sales for the Pantomime are very low at present.

It has been agreed that CASCA will apply for a full License for the sale of alcohol.

Users of the Parish Hall are being written to concerning the issue of Car Parking when using the Parish Hall.

(b) Noise restrictions on Parish Hall.

This matter is yet to be discussed at the next CASCA Management Committee meeting. It was pointed out that evening bookings had been reduced and any weekend/evening bookings that do arise are usually by local Residents.

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

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

a) Shawford Down

Since producing her report, Cllr. Caffyn had established the following:

Some letters covering the need to Manage the Down had been received, these will be passed to the clerk to be held in the records.

A response to questions raised by County Councillor Charlotte Bailey on the issue of funding the Management of the Down, had been received from Councillor Margaret Snaith.

Money from DEFRA is expected and this sum will be matched by Hampshire County Council.

It was pointed out that Hampshire County Council do not have a statutory responsibility to manage the Down to a very high standard, but will do so to an acceptable but lesser standard.

b) Victorian Jubilee Memorial – Refurbishment

Covered under item 10 above.

Annual Spring Clean

Cllr. P.Caffyn suggested that this year, the format for the Annual Spring Clean could be changed whereby the Spring Clean takes place over a period of one week. By this means, it is hoped that more volunteers will be forthcoming. This Annual Spring Clean will be advertised in the Parish Magazine and will take place in March 2006.

It was suggested that this could also be delegated to the Residents Associations and would be mentioned at the meeting which is taking place on the 9th January 2006.

Street Lighting PFI.

In a communication from Hampshire County Council, The Parish Council were asked whether they wish to be involved in a PFI initiative covering Street Lighting. An explanatory explanation is as per Appendix "K".

It is believed that it would be very costly for the Parish Council to be involved in this PFI initiative. The Parish Council only have a very small number of Street Lighting units which could be part of this proposal. Accordingly it is anticipated that this Parish Council will "Opt Out" And not be involved.

However, Cllr. Caffyn asked whether the Parish Council should consider budgeting for the replacement of the existing street lighting units for which it is responsible. The general consensus view was that this was not necessary at the present time.

15. Annual Parish Assembly – April 2006: Date, speaker(s), arrangements

Shawford Parish Hall has been booked for the evening of 26th April 2006 for holding the Annual Parish Assembly.

Action:

Cllr. A.Walmsley to make arrangements for the Compton and Shawford W.I. to provide refreshments at the Annual Parish Assembly to be held on 26th April 2006 at Shawford Parish Hall for the usual consideration.

The following issues were raised for consideration by Councillors, to be decided at the next Parish Council meeting:

Should a Speaker be invited to speak and on what subject?

Should the Parish Council produce an Annual Report, one was not produced last year and this was not queried?

AOB.

1) Parish Plan/Village Design Statement.

Cllr. A.Walmsley advised that should the Parish Council proceed with a Parish Plan/Village Design Statement, then grants may be available from Community Action Hampshire. Can Cllr Walmsley proceed with grant applications if appropriate?

Agreed:

Cllr A.Walmsley is delegated the authority to proceed with grant applications in respect of funding the preparation of a Parish Plan/Village Design Statement, should it be decided to proceed with the project.

Vote: By a show of hands – Unanimous.

2) Land ownership

Cllr. J.Richardson enquired as to who owned the land next to Compton Lock. It was stated that this Land belonged to Twyford Parish Council.

3) Rubbish Bins

Cllr. J.Richardson enquired as to the Parish Council's policy on the provision of Rubbish Bins. An accumulation of rubbish had occurred adjacent to the third Tennis Court and a Rubbish Bin is desired.

Action:

Cllr. M.Shaw to order a new Rubbish Bin at a cost of £15-00 for installation adjacent to the third Tennis Court on Memorial Playing Field.

4) Water Pipe Leak

Cllr J.Richardson advised the meeting that there was possibly a leak in the water pipe to the Cricket Square. This is currently being investigated.

16. Date of Next Meeting.

7th February 2006.

Compton and Shawford Parish Council

Minutes of the Compton and Shawford Parish Council Meeting held on Tuesday 7th February 2006 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: County Councillor Charlotte Bailey
1 Members of the Public

1. **Correspondence** - circulated to all members for their response.
The correspondence file containing the correspondence for the month of January 2006 was circulated to all Councillors in attendance.
2. **Apologies for absence.** Police Constable Mark Smith
3. **Minutes** - To approve the minutes of the meeting held on 3rd January 2006 (as circulated)
There were no issues raised in respect of the circulated minutes of the Parish Council meeting held on the 3rd January 2006.

Agreed:

The Parish Council agreed that the Minutes of the meeting held 3rd January 2006 as circulated, were a true record of that meeting.

Proposed:- Cllr. N.Campbell-White

Seconded:- Cllr. J.Richardson

Vote:- Unanimous

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

Matters Arising

Cllr. A Walmsley requested it be Minuted that the assertions by Cllr. G.Beckett, reported in the Minutes of the meeting held on 3rd January 2006, whereby it was stated that the Sports Club are not undertaking Fund Raising activities to improve their finances, was incorrect. The Sports Club have been holding "Quiz Evenings" together with a "Summer Ball" in order to raise funds for the Sports Club.

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. Anthony Duguid attended the meeting and asked what was the situation concerning the proposed South Winchester Park and Ride facility that is proposed by Hampshire County Council. In view of the likely impact upon the Parish, Mr. Duigud suggested that greater publicity throughout the Parish is necessary in order to ensure that all residents are aware of what is proposed and to encourage debate and possible objections.

The Chairman, Cllr A.Walmsley, advised that due to the process whereby Hampshire County Council are able to give themselves the necessary Planning Permission for this proposal, it is likely that the Parish will be presented with a "fait accompli" resolution of this issue.

County Councillor Charlotte Bailey advised the meeting that she is to meet with Councillor Knight (H.C.C.) and Councillor Knasel (W.C.C.) this coming week to discuss local concerns over this issue. Cllr. Bailey will emphasise the following:-

- The details of all other potential sites reviewed need to be made available.
- The Planning Application covering the chosen site needs to be presented to the Planning Committee, Winchester City Council, for consideration.
- The Winchester District Local Plan still indicates that the Bushfield Camp site is the appropriate site for a South Winchester Park and Ride facility.
- It is difficult to raise objections to the proposals until the Consultation process has begun – until then it is appropriate to maintain a "watching brief" and at the

same time to prepare for eventual objections to what is believed to be a "fait accompli".

Cllr. Walmsley had been informed that the schedule of events is as follows:-

- At the end of February/March 2006, the affected Parish Councils will be formally advised of the proposals.
- Public consultation will be completed by the end of May 2006.
- By the end of August 2006, a Planning Application will be prepared. It should be noted that the Planning Department, W.C.C., will only be able to make comments and recommendations on this Planning Application, as H.C.C. will be able to give themselves the required Planning Permission.
- Although Otterbourne Parish Council are understood to be of the same opinion on this matter as Compton and Shawford Parish Council, it is unknown whether other Parishes are of similar opinions.
- It is understood that the "old Tarmac Site" has been rejected, but the reasons for this are unknown.
- It is very much a situation of "wait and see".

Outstanding Action Points

Outstanding Action Points as at the time of this meeting were circulated prior to this meeting. There were no matters raised that were not mentioned elsewhere in the Agenda. The outstanding Action Points as a result of this meeting are as per Appendix "A".

The Meeting will be re-opened.

5. Police Report.

Police Constable Mark Smith was not in attendance but had advised that there had been no crimes within the Parish during the month of January 2006.

6. District Councillor's Report.

Cllr. G.Beckett's report is as per Appendix "B".

Cllr. Beckett reported on the following:-

- Alternative weekly refuse collections – this will be implemented by Winchester City Council on a wider basis in the Summer.
- Park and ride – discussed further under Planning.
- Winchester District Local Plan
- Budget 2006/2007.

There were no matters arising.

7. County Councillor's Report.

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

County Councillor Bailey reported on the following:

- Park and Ride – meeting with Councillor Knight and Councillor Knasel and Officers on February 14th.
- Questions to Local Economy Scrutiny Panel
- Shawford Down
- Footpaths – Footpath 18 – broken stiles and fences removed and will be replaced when farmer resumes grazing of stock. Cllr. M.Shaw advised that she had received complaints about this footpath and the removal of stiles and fences.
- Bus Route 49a – to be temporarily re-routed through Otterbourne, Southdown and Shawford during the week 11th to 19th February 2006.
- Local Biodiversity Action Plan
- Open Spaces Review.

County Councillor Charlotte Bailey submitted a "Question and Answer" document on various subjects, which is held on file.

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

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

There were no matters arising.

9. Transport matters.

a) Work at Shawford Station.

Cllr. P.Caffyn, after significant difficulty, established what work is being undertaken at Shawford Railway Station. The work being undertaken is purely "Refurbishment" and not extension of the Platform. This work is due to be finished in three months, but is already running one month behind schedule. The Refurbishment has been commissioned by "Network Rail".

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 "E".

Cllr. Campbell-White commented that there was some under-spend against budgets due to certain projects not being implemented. This will necessitate the carrying forward of certain funds into the new Financial Year.

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

Cllr. Campbell-White reported that a further payment of £450-00 in respect of the Parish Council's contribution to the Churchyard and Parish Magazine, payable to Compton P.C.C., had been made and will appear on next month's list of payments. This was a last minute payment.

b) Parish Council's contribution to the Parish Hall Sinking Fund.

Some discussion on this subject ensued, the salient points being as follows:-

- This payment is to the Parish Hall Sinking Fund and not to CASCA, a distinction that is considered important.
- A letter had been received from CASCA's treasurer which was considered to be very confusing.
- It is considered necessary for the Finance and Administration Committee to have a meeting with the CASCA Management Committee in order to make progress on this issue.
- Such a meeting awaits Mr. John Griffith's return.
- It was reiterated that the Parish Council is only looking for an equitable situation whereby any surplus funds accumulated by CASCA are used to build up the Sinking Fund in preference to the Residents continuing to contribute despite CASCA making a profit.
- CASCA appreciate the situation.

c) Land Registry Registration of Parish Council owned Land.

Cllr. N.Campbell-White had spoken to the District Valuer and had been advised that an approximate value of £25000-00 per acre should be placed upon Parish Council owned land. To obtain a more accurate written valuation would incur a site visit at a cost of approximately £300-00.

It was reiterated that this valuation is required for the registering the Land at the Land Registry. Various values were discussed, even the arbitrary figure of £100-00. Also the extrapolation out based upon the purchase of the "Reclaimed Land".

Action:

The Clerk to now implement the outstanding Action Point ID 533.

This matter will be pursued by Cllr. N.Campbell-White and the Clerk.

d) Valuation of the Parish Hall and Caretaker's Cottage.

Cllr. N.Campbell-White reported as follows:-

- The last valuation done a few years ago was arbitrarily undertaken by Cllr. Campbell-White.
- A formal valuation had not been undertaken since the refurbishment.
- Pearsons had agreed to undertake the valuation at a cost of about £150-00.

- This Valuation is required for insurance purposes, the cost of which is paid for by CASCA.

e) Sports Club – Fixtures and Fittings – Insurance.

Cllr. N.Campbell-White reported as follows:-

- A claim on the Sports Club for a contribution towards the Insurance of the Jubilee Pavilion had been made and a cheque for £130-00 had been received.
- A meeting with Gordon de la Mare to determine a finite list of Fixtures and Fittings has yet to be undertaken.
- From this meeting, a side letter of agreement with the Sports Club will be produced for appending to the Lease.

Action:

Cllr. N.Campbell-White to arrange a meeting with Gordon de la Mare of the Sports Club, to determine a finite list of "Fixtures and Fittings" within the Jubilee Pavilion, in order to determine a value for insurance purposes. From this, a letter of agreement will be produced to cover such insurance in future years, which will be appended to the Lease.

Clerk's Contract of Employment.

Cllr. N.Campbell-White advised that legislation required that the Clerk had a new Contract of Employment as at the 1st April 2005. A draft contract had been prepared by the Clerk, but its implementation had been delayed. This matter needs to be finalised.

Action:

Cllr. N.Campbell-White to discuss with the Clerk the Draft Contract of Employment, finalise it and ensure that it is signed and held on File.

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 January 2006 are as per Appendix "H".

In addition, Cllr Dolphin reported on the following with some discussion ensuing:-

Woodlarks.

- Cllr. Beckett, in his capacity as District Councillor, will attend the Committee Meeting at W.C.C., which will consider this issue.

Shawford Goods Yard

- A Planning Application for use of the Yard as a Storage Facility had been submitted.
- The closing date for Comments/Objections is 28th February 2006.
- There is no detailed projection of vehicular movements anticipated with this proposal contained within the application, although up to 10 movements per day is suggested.
- Concern was expressed about the trees shielding the yard.
- Use of the "Shed" at the end of the yard is still uncertain.
- A letter had been received from Luken Beck, the applicant.
- Alternative uses of the yard could be viewed as even more unpleasant.
- The Matter will be considered by the Planning Committee.

H3 – Frontage Policy.

After due consultation, Soberton Parish Council had raised extensive objections to the wording of the new Policy documents. However, W.C.C. had voted through the new Policy.

Cllr. G.Beckett advised the meeting that costs of £54,000-00 had been awarded against Winchester City Council over the development at Mountain Ash, Tilden Road.

b) South Winchester Park and Ride

Further to earlier discussions during this meeting, Cllr. G.Beckett advised the following:-

- Extensive discussions had been undertaken with Mr. Steve Opacic, W.C.C.
- Exchanges of e-mails had taken place.

- The situation is outlined in Cllr.Beckett's report, Appendix "B".
- A colleague of District Councillor Murray Macmillan is undertaking drawings of what the suggested "Old Tarmac Site" might look like with appropriate screening, should that site be used.
- It is believed that Winchester City Council are embarrassed about the manner in which this matter has been handled.
- Hampshire County Council will undertake the Capital Investment, whilst Winchester City Council will undertake the running of the facility.
- As the proposal is to use Badger Farm, which land is owned by Hampshire County Council, Hampshire County Council are empowered to give themselves Planning Permission.
- Winchester City Council can only make comment and recommendations.
- If there is no other viable site submitted with supporting documentation, it will be a situation of Badger Farm or nothing.
- It is therefore essential to submit an alternative viable site that can be considered during the consultation period.

Cllr. G.Beckett will continue to work with County Councillor Charlotte Bailey in bringing pressure to bear on this issue.

c) Report on Parish Plan Working Group.

A report submitted by Cllr A.Walmsley on this matter, is as per Appendix "I".

In addition, Cllr. Walmsley advised the following:-

- It is proposed to Launch the development of a Parish Plan at the Annual Parish Assembly in April 2006.
- We need to formally appoint the head of the Parish Plan Project and we are grateful to Peter Betts who has offered to fill this role. The appointment will need to be made at the Annual Parish Meeting or a public meeting shortly thereafter
- It has been suggested that Mr. Michael Widen be invited to be the Guest Speaker at the Annual Parish Assembly, to speak further on developing a Parish Plan.
- Further publicity amongst Clubs and societies within the Parish is necessary to engender greater involvement and to let people know what is happening.

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

Cllr. M.Shaw's report is as per Appendix "J"

a) Maintenance of land surrounding Jubilee Pavilion and Jubilee Pavilion Car Park.

Some discussion ensued on this subject as follows:-

- The "Bund" to the right of the Jubilee Car Park entrance needs to be cleared of weeds, reshaped and sown with grass seed to allow rough mowing.
- The land behind the Storage Shed needs to be "rough levelled", brambles removed and seeded with grass seed to allow for rough mowing.
- The pile of earth at the back needs to be reshaped, seeded with grass seed sufficient to allow rough mowing.
- The scrub to the south of the car park needs to be cleaned up.
- The old wire fencing needs to be removed.
- Cllr G.Beckett knows of a contractor who has the necessary equipment to undertake this work.

Action:

Cllr. G.Beckett to arrange with his chosen contractor, for a quotation to be provided for undertaking the remedial work on land surrounding the Jubilee Pavilion Car Park.

- There were no "planning" considerations to be taken into account for this work.
- If the Parish Council undertakes the Capital cost of this work, negotiations with the Sports Club could result in the Sports Club maintaining the area in the future.

Cllr. M.Shaw advised the meeting that during the site visit under 12 a) above, the following was noted:-

- Old Astro Turf had been dumped on land to the north of the Car Park
- Significant amounts of rubbish has accumulated around the Car Park
- Old Flood Light poles had been stacked in the Car Park and should be removed.

Action:

The Clerk to write a letter to the Sports Club requesting them to clear the old Astro Turf from land to the north of the Jubilee Pavilion Car Park, clear litter around the Car Park and remove the old Flood Light poles from the Car Park. At the same time put the Sports Club on notice that the Parish Council intends to renovate the Land surrounding the Car Park.

b) Landscaping of Memorial Playing Field around Third Tennis Court.

Cllr. J.Richardson advised that the ground is beginning to dry out and therefore it is hoped that the contractor will be able to continue with the Landscaping. It is hoped to be able to seed the area in March or April 2006.

c) Water Pipe to Cricket Square – possible leak.

This matter is still under investigation.

d) Rubbish Bin adjacent to third Tennis Court

Cllr. M.Shaw advised that a new rubbish bin had been purchased and installed.

Cllr. M.Shaw advised the meeting that a letter had been received from the Sports Club concerning two issues:-

1. The problem of the uneven surface of the Football Pitch and Cricket outfield.

A detailed analysis and quotation to correct the situation is awaited from the Contractor who has been appointed by the Sports Club.

Some discussion took place, the main points being as follows:-

- Is this a problem for the Landlord or the Leaseholder.
- It is not necessarily the responsibility of the Landlord to provide a top quality Football Pitch.
- The Parish Council want to provide facilities for sport, including Football.
- The problem in the football pitch makes it nearly unusable as a football pitch.
- Remedial work makes this an unforeseen capital expense, which could arguably be put to the Parish Council for a contribution.
- A parallel with the Parish Hall was suggested, however it was suggested that this was not comparing "like with like".

It was considered that the Parish Council cannot take any action on this matter until the report and quotation have been received.

2. Infestation of Rabbits – believed to be inhabiting the pile of earth to the north of the Car Park.

It is believed that the work outlined under item 12 a) above will to a great extent alleviate this problem.

Cllr. M.Shaw advised the meeting that the Clerk had arranged for Winchester City Council to undertake the annual Safety Inspections of the Children's Play Areas.

13. Parish Hall.

(a) Report from our rep on CASCA Management.

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

(b) Noise restrictions on Parish Hall.

Cllr. Millar advised the meeting that this matter had been raised at the CASCA Management meeting and it was decided that it was not necessary to take any action to impose restrictions at this time.

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

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

a) Shawford Down

Covered in Cllr. Caffyn's report, Appendix "L".

Cllr. Caffyn reported that some scrub clearance on Shawford Down had commenced.

- b) Victorian Jubilee Memorial – Refurbishment
Covered in Cllr. Caffyn's report, Appendix "L".

In addition, Cllr. Caffyn advised that before work can start, the question of Grants must be addressed. To this end, Anna Longley is preparing an outline Landscaping Scheme. This has not been received to-date.

Action:

Cllr. P.Caffyn to contact Anna Longley to determine the current situation in respect of producing an outline Landscaping Scheme for the land surrounding the Victorian Jubilee Memorial.

Cllr. N.Campbell-White is still pursuing Viv Fifield of Winchester City Council with a view to obtaining a Grant from the Environment Improvement Fund. He has been unsuccessful to-date.

- c) Annual Spring Clean
Covered in Cllr. Caffyn's report, Appendix "L".

15. Annual Parish Assembly – 26 April 2006

- b) Guest Speaker

Cllr. A.Walmsley advised that he had suggested that Michael Widen of St. Mary Bourne Parish Council be invited as Guest Speaker at the Annual Parish Assembly. Michael Widen was one of the driving forces when producing a Parish Plan for St. Mary Bourne. He would be asked to speak on the subject of producing a Parish Plan.

Agreed:

Cllr Michael Widen of St. Mary Bourne be invited as Guest Speaker at the Annual Parish Assembly on 26th April 2006, to speak upon the subject of producing a Parish Plan.

Vote: By a show of hands – Unanimous.

- c) Newsletter.

The question of whether the Parish Council should produce a an Annual Report in advance of the Annual Parish Assembly, was raised.

Agreed:

The Parish Council will produce an Annual Report in advance of the Annual Parish Assembly which is due to take place on 26th April 2006.

Vote: By a show of hands - Unanimous

Action:

All Convenors of Committees, together with the District Councillors and County Councillors to submit reports for inclusion in an Annual Report to Cllr. A.Walmsley by the 7th March 2006.

Cllr. A.Walmsley raised the matter of refreshments at the Annual Parish Assembly. He suggested that rather than the usual tea and biscuits, a glass of wine might be preferable, either before, during or after the meeting. There were some that were not sure about this, therefore the matter was deferred until the next meeting.

A.O.B.

- 1) Cllr A.Walmsley had been approached by the Compton Parochial Church Council to assist in submitting a planning application for the purchase of land adjacent to the Churchyard. The land in question would require Planning Permission to be used for burials. The Parish Council would obtain a 50% reduced cost for such an application.
Other suggestions for purchase part of this land are seen to be separate issues.
- 2) Cllr. N.Campbell-White advised that there is a meeting of W.D.A.P.C. at which Fiona Tebutt is to speak and invitations to all are open. Cllr. Campbell-White will be attending.
- 3) Cllr. J.Richardson advised that a Physical Activity Workshop had been held by Winchester City Council, out of which a Strategy document promoting Sport had been produced. It was considered that it would be more appropriate for the Sports Club to respond.

- 16. Date of Next Meeting.**
7th March 2006.

Compton and Shawford Parish Council

Minutes of the Compton and Shawford Parish Council Meeting held on Tuesday 7th March 2006 in the Compton Room, Shawford Parish Hall, starting at 7.15pm.

Present:

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

In attendance: County Councillor Charlotte Bailey
District Councillor Murray Macmillan
Police Constable Nigel Megson
2 Members of the Public

1. **Correspondence** - circulated to all members for their response.
The correspondence file containing the correspondence for the month of February 2006 was circulated to all Councillors in attendance.
2. **Apologies for absence.** Cllr. George Beckett
Cllr.Jeremy Dolphin
3. **Minutes** - To approve the minutes of the meeting held on 7th February 2006 (as circulated)
There were no issues raised in respect of the circulated minutes of the Parish Council meeting held on the 7th February 2006.

Agreed:

The Parish Council agreed that the Minutes of the meeting held 7th February 2006 as circulated, were a true record of that meeting.

Proposed:- Cllr. M.Shaw

Seconded:- Cllr. P.Caffyn

Vote:- Unanimous

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. Cllr. A.Walmsley referenced "Action Point" ID 551 under which all Convenors of Committees were to submit to him draft reports to be published in the Annual Report for publication prior to the Annual Parish Assembly. To-Date, he had only received two such reports and therefore reminded Convenors who had not submitted their reports to address this matter. The Clerk advised that the accounts would be submitted at the beginning of April after the end of the Financial Year.

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. Gordon de la Mare, Secretary of Compton and Shawford Sports Club, was in attendance and he raised the matter of the Uneven and undulating surface of the Memorial Playing Fields and in particular the Football Pitches and Cricket outfield. The main points made were as follows:-

- The Football Pitch surface has significant depressions, so much so that it is becoming near impossible to play football thereon.
- The Cricket Square outfield is said to be the worst in the league.
- A quotation, see Appendix "B", had been received which breaks down the remedial work necessary into two parts at a cost of £8,600-00 and £8,400-00 respectively.
- The Sports Club does not expect the Parish Council to cover this cost in its entirety.

- The Football Section and Cricket Section of the Sports Club are currently investigating possible sources of funding.
 - Any help that the Parish Council could give would be appreciated.
- General discussion ensued, the main points being as follows:-
- Mr. Paul Murray, President of the Sports Club, has some contacts through his work at Eastleigh Football Club, whereby further alternative quotations could be obtained.
 - Gordon de la Mare will pursue this alternative avenue.
 - Cllr. M.Shaw suggested that the Open Space Fund should be used to pay, in part for this remedial work. The Open Space Fund being primarily for the provision of recreational facilities. Cllr. Shaw felt very strongly that the Open Space Fund should be used.
 - It was pointed out that a Parish Council Policy Statement on the use of the Open Space Fund was in existence and that it is known that some Councillors were strongly opposed to the usage of the Open Space Fund for this issue.
 - The cause of this uneven and undulating surface is something that has arisen over a number of years with the gradual movement of the ground.
 - It is anticipated that the necessary remedial work should commence before the end of August 2006.
 - Suggestions that various Sporting Charities should be approached for assistance with the Funding were answered in that the Football Section and Cricket Section were pursuing the appropriate channels.
 - It was concluded that full details of the Sports Club fund raising were required before the Parish Council could consider this matter further.
 - It was pointed out that this issue is already quoted as being one of the possible projects to be actioned under the Open Space Strategy.

Mr Mark Hegan of the Shawford Residents Association was in attendance and he requested an update on the proposed South Winchester Park and Ride facility. General discussion took place and the main points were as follows:-

- A "Briefing" meeting with Mr. Rick Clayton, Hampshire County Council, is due to take place on the 6th April 2006.
- There is concern in that this meeting may be purely a statement of what Hampshire County Council have decided upon.
- It is hoped that there will be open discussion whereby the views of local residents will be taken into consideration.
- Mr. Mark Hegan had been informed when the M3 motorway was constructed that the "local gap", in which the proposed Park and Ride facility is to be located, would always be protected. This Park and Ride would contravene that protection of the "local gap".
- For a number of years a Park and Ride facility had always been shown in the Winchester District Local Plan, but this had been located on Bushfield Camp.

Mr. Mark Hegan also raised the matter of Shawford Goods Yard. He expressed his association's concern over potential Light Pollution, Noise and volume of traffic entering and leaving the Yard. It was stated that the Planning Application had been received and these concerns had been expressed by the Parish Council to Winchester City Council. It is understood that restrictions will be imposed, covering these issues, by Winchester City Council if and when Planning Permission is granted.

Mr. Mark Hegan also raised the issue of Tree Preservation Orders. Recently, a large Birch tree at the Down House had been removed and it was established that there was no Tree Preservation Order protecting it. Accordingly, it was suggested that the Parish Council should undertake a review of Trees within the Parish and to ensure that adequate protection is provided. It was pointed out that the Arboricultural officer of Winchester City Council will only place Tree Preservation Orders on Trees that are under threat. The Parish Council appreciated Mr. Mark Hegan's concern and concluded that this matter could be addressed under the Parish Plan project, shortly to be initiated.

The Meeting will be re-opened.

5. **Police Report.**

Police Constable Nigel Megson was in attendance and reported orally as follows:-

- There had only been one crime within the Parish in the preceding month and this was the theft of a lawn mower from Mr. Murray Macmillan (since found) together with a break in at the Equipment Storage Shed at the Jubilee Pavilion. A quantity of petrol and a cricket bag was stolen. This theft is understood to be related to thefts in Twyford where a quantity of diesel fuel was stolen from Humphries Farm. There were no other crimes reported.

Police Constable Nigel Megson also outlined the new proposals for Policing the district, as follows:-

- A Briefing meeting was being held today – no one from this Parish Council could attend.
- As from the 1st April 2006, PC Megson will be moving to another area.
- A new form of “Smart Policing” will be introduced.
- This will be “Citizen Focussed”.
- It is expected the Police visibility will reduce.
- PC Mark Smith will be the only point of contact within the Parish.
- During out of hours and when PC Mark Smith is not on duty, cover will be provided by Winchester Police.

6. District Councillor's Report.

District Councillor Murray Macmillan advised the meeting that his colleague's work on producing sketches covering the possible Park and Ride facility at the old Tarmac site are nearing completion. It is hoped that these sketches/proposals could be used in discussions with Hampshire County Council on the 6th April 2006.

7. County Councillor's Report.

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

County Councillor Charlotte Bailey reported on the following:-

- South Winchester Park and Ride – concern was expressed over the meeting with Hampshire County Council in that it should be an exchange of views and not a presentation of a “fait accompli”.
- Hampshire County Council's Budgets for 2006/7
- Services – a reduction in Adult Care Services.
- Hampshire County Youth Council.

Cllr. N.Campbell-White commented that significant reductions in Adult Care Services are being necessitated by a lack of funds, but at the same time Hampshire County Council are proposing to spend some £40 million on new premises. This appeared to be questionable. County Councillor Charlotte Bailey responded by saying that the Regulatory Committee are looking at these issues and it is expected many question will be raised.

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

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

The fallen tree referenced in Cllr. Threlfall's report, has now been cleared.

9. Transport matters.

There were no matters arising.

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's Accounts at the time of this meeting were as per Appendix “E”

A list of cheques issued since the last Parish Council meeting is as per Appendix “F”.

b) Parish Council's contribution to the Parish Hall Sinking Fund.

Cllr. N.Campbell-White advised that a meeting with CASCA Management is to take place on Friday 10th March 2006, at which this matter is to be discussed. Cllr. Campbell-White is strongly opposed to the elimination of this Parish Council contribution to the sinking

fund as it is necessary to maintain a fund for any future major repairs to the Parish Council owned Parish Hall. CASCA are already contributing to this fund. He would accept the concept of increase in rent payable by CASCA when there are surplus funds, but not the elimination of the Parish Council's responsibility to contribute to the Sinking Fund.

c) Land Registry - Registration of Parish Council owned Land.

Due to being away, Cllr. Campbell-White had not progressed this matter. However, certified copies of all the relevant deeds had now been received from White and Bowker, the Parish Council's Solicitor. The matter will be progressed.

d) Sports Club – Fixtures and Fittings – Insurance.

Cllr. N.Campbell-White advised that a meeting with Gordon de la Mare, Secretary of the Sports Club, had been cancelled and is yet to be re-arranged. The matter has not yet been progressed.

11. Planning Committee - Convenor's report.

Cllr. J.Dolphin was not in attendance, but had submitted a written report which is as per Appendix "G".

a) Applications and decisions.

Planning Applications and Decisions for the month of February 2006 are as per Appendix "H".

b) Shawford Goods Yard

Covered within Cllr. J.Dolphin's report, see Appendix "G".

It was mentioned that Cllr. G.Beckett, in his capacity as District Councillor, had written to Mr. Neil Mackintosh, the Planning Officer responsible at Winchester City Council, on this issue.

c) South Winchester Park and Ride

Covered within Cllr. J.Dolphin's report, see Appendix "G".

d) Report on Parish Plan Working Group.

A report on this issue had been prepared by Cllr. A.Walmsley which is as per Appendix "I".

The Chairman, Cllr. A.Walmsley, commented upon the notification by Winchester City Council that they are to hold a series of Training events for Parish Councillors in respect of Planning issues.

The Chairman, Cllr. A.Walmsley also referenced his attendance at a Quality Parish Seminar, see appendix "I". Whilst this Parish Council already fulfils most of the criteria to gain Quality Status, it was pointed out that the Clerk must achieve accreditation, which in-itself is a great deal of work. Assistance for this can be obtained, but it is dependant upon the Clerk devoting sufficient time to such an exercise.

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

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

a) Maintenance of land surrounding Jubilee Pavilion and Jubilee Pavilion Car Park.

A quotation had been received from "Compact Contracting Ltd., a contact of Cllr. G.Beckett's, in the sum of £2,500-00. In accordance with Financial Regulations, a further two quotations must be obtained.

Action:

Cllr. N.Campbell-White to endeavour to obtain two quotations for work on clearing and tidying up of the land surrounding the Jubilee Pavilion Car Park.

It is appreciated that it is difficult to identify suitable contractors to undertake this type of work. Accordingly, it is proposed to place a motion on the Agenda for next month's meeting to the effect that if it is not possible to obtain two further quotations, then in this instance the Financial Regulations will be suspended and the Parish Council will go with only one quotation.

b) Landscaping of Memorial Playing Field around Third Tennis Court.

Cllr. J.Richardson reported as follows:-

- There has been little or no progress on this work.
- Cllr. Richardson has a concern that the Contractor may not actually finish the work.

- Approximately £600 worth of work has already been done, this equates with the amount of deposit already paid to the contractor.
- A small amount of fencing needs to be finished.
- The Tarmac needs to be finished.
- The seeding needs to be done.
- It is not known why the work is not being finished.
- The situation is being closely monitored and if the work is not finished an alternative contractor will be sought to finish the work.

c) Water Pipe to Cricket Square – possible leak.

Cllr. J. Richardson reported as follows:-

- There is a leak in the water pipe, somewhere between Shepherds Lane and the outlet.
- It is leaking at a rate of 40 to 45 litres per hour.
- Under the terms of the Lease, the Parish Council is committed to the provision of water to the cricket square.
- It is considered cheaper to lay a new pipe at an approximate cost of £600-00 rather than locate and repair the leak in the old pipe.

Action:

Cllr. N. Campbell-White and Cllr J. Richardson will review the situation and revert to the next Parish Council meeting with the recommended action to take in rectifying the leak in the water pipe to the cricket square.

d) Break-in – Equipment Storage Shed.

It was reported that a quantity of petrol and a cricket bag with cricket equipment was stolen during a break in at the Equipment Storage Shed adjacent to the Jubilee Pavilion. This was reported to the police, see item 5 above.

Cllr. M. Shaw reported that some damage had been done to the grass verge on Memorial Playing Field, near the Electricity Sub Station in Field Way. This was occasioned by the Southern Electricity contractors who were doing some work in the area. It is understood that the damage was done between the 16th to 18th February 2006.

Action:

The Clerk to write to Southern Electricity requesting them to repair the damage to the grass verge, caused by their contractors installing a temporary generator at the sub station in Field Way at Memorial Playing Fields on the 13th to 18th February 2006.

13. Parish Hall.

(a) Report from our rep on CASCA Management

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

In addition, Cllr Millar reported that the planned Quiz Evening had to be cancelled due to lack of support for the event. This was unfortunate, but it is hoped to try again next year.

Cllr. Millar also emphasised CASCA's keenness to have formal discussions with the Parish Council on the subject of Finances and the Parish Council's contribution to the Parish Hall sinking fund. It is envisaged that in the short term future of the Parish Hall, there will be some major repairs to the Parish Hall/Caretakers cottage. An example of this is replacement of the boiler in the Caretakers cottage, something that the Parish Council should be responsible for.

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

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

a) Shawford Down

Covered within Cllr. Caffyn's report, Appendix "K"

b) Victorian Jubilee Memorial – Refurbishment

Covered within Cllr. Caffyn's report, Appendix "K"

c) Annual Spring Clean

Covered within Cllr. Caffyn's report, Appendix "K"

Cllr. Caffyn added that the black plastic bags have now been received, but the gloves are still awaited.

Cllr. Caffyn advised the meeting that she has been impressed by the response given to all her dealings with Neil Broadbent's department, Hampshire County Council. Anything referred to them has been dealt with promptly.

Cllr. P.Caffyn also raised the matter of road signs on Shepherds Lane, leading to the junction with Old shepherds Lane at the entrance to Shepherds Down School.

Declaration of Interest.

Cllr. P.Caffyn declared an interest in this subject.

Cllr. Caffyn advised that, unlike entrances to other schools in the area, there are no road signs warning traffic of the entrance to the school. It was considered that such signs are essential in view of the fact that the children attending Shepherds Down school are all disabled and that the entrance is located at a junction where visibility of approaching traffic is severely restricted. Currently, there is nothing to say there is a school located in the vicinity. It was suggested that a road sign saying "Slow Down – School Traffic emerging" is needed.

Agreed/Action:

Cllr. P.Caffyn to draft a letter for the Clerk to send to the appropriate authority, requesting road signs informing drivers that there is a school with School Traffic emerging, be erected on Shepherds lane just before the junction with Old Shepherds Lane.

Proposed: Cllr. N.Campbell- White

Seconded: Cllr. J.Millar

Vote for: 6 votes

Abstention: 1 vote

15. **Annual Parish Assembly – 26 April 2006**

a) Annual Report

Cllr. A.Walmsley advised that the production of the Annual Report is in hand. Convenors of Committees who had not as yet submitted their reports, were requested to do so. It is proposed to produce the Annual report with the front page in colour and the inside pages in Black and White if the cost is reasonable.

b) Refreshments at Annual Assembly.

Further to discussions last month, it was concluded that refreshments at the Annual Parish Assembly would conform to that of previous years, i.e., tea and biscuits after the meeting. Accordingly, Cllr. A.Walmsley will pursue the arranging of such refreshments with the Woman's Institute.

16. **Planning Application on behalf of Compton Parochial Church Council.**

The Parochial Church Council are proposing to purchase land adjacent to the Churchyard for the purpose of extending the graveyard. The Parish Council have been asked to submit the Planning Application on their behalf as the Parish Council can obtain greatly reduced fees. The Chairman, Cllr. A Walmsley, had investigated whether the Parish Council is legally and or ethically allowed to do this and had concluded that as the proposal is for the benefit of the Community as a whole, there was no problem in doing so.

Agreed:

The Parish Council will submit the Planning Application covering the extension of the Graveyard at The Parish Church of All Saints Compton, on behalf of the Parochial Church Council. All costs in respect of the submitting of the Planning Application will be borne by the Parish Council.

Proposed: Cllr. N.Campbell-White

Seconded: Cllr P.Caffyn

Vote for: 6 votes

Abstentions: 1 vote.

A.O.B.

Cllr. J.Millar raised the matter of putting up notices in the Parish Notice Boards covering the subject of "Twyford and District Nursing Association". There were no objections to such notices being displayed.

17. **Date of Next Meeting.**

4th April 2006

Compton and Shawford Parish Council

Minutes of the Compton and Shawford Parish Council Meeting held on Tuesday 4th April 2006 in the Compton Room, Shawford Parish Hall, starting at 7.15pm.

Present:

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

In attendance: 0 Members of the Public

1. **Correspondence** - circulated to all members for their response.
The correspondence file containing the correspondence for the month of March 2006 was circulated to all Councillors in attendance.
2. **Apologies for absence.** County Councillor Charlotte Bailey
District Councillor Murray Macmillan.
3. **Minutes** - To approve the minutes of the meeting held on 7th March 2006 (as circulated)
There were no issues raised in respect of the circulated minutes of the Parish Council meeting held on the 7th March 2006.

Agreed:

The Parish Council agreed that the Minutes of the meeting held 7th March 2006 as circulated, were a true record of that meeting.

Proposed:- Cllr. J.Richardson

Seconded:- Cllr. M.Shaw

Vote:- 7 For.

Abstentions: 2 votes

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

ID 551 – Reports for the Annual Parish Assembly, Annual Report - The Chairman, Cllr. A.Walmsley, advised that he had received all reports with the exception of a report from District Cllr. G.Beckett. Cllr. Beckett confirmed that he would submit a report by Thursday 6th April 2006

Cllr. J.Dolphin had submitted a comprehensive report on “Planning” and it was considered appropriate to edit this in order to reduce its length. Cllr G.Beckett requested that he be given a copy of the un-edited Planning report to assist him in drafting his own report.

Action:

Cllr J.Dolphin to provide Cllr G.Beckett with a copy of the un-edited Planning Report, submitted for publication in the Annual Parish Assembly Annual Report.

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 and therefore there were no matters raised.

The Meeting will be re-opened.

5. **Police Report.**
There was no representation from the Police and there was no report submitted.
Cllr. G.Beckett raised the matter of unsociable behaviour of some members of a family living in Otterbourne Road. Cllr. N.Campbell-White gave a brief outline as to the history of the matter. It was emphasised that this issue is purely a dispute between private individuals and not a matter that the Parish Council should involve itself with at this stage. However, the possible application for an A.S.B.O. to be placed upon the offending individual may require the involvement of the Parish Council. Accordingly, the Parish Council will maintain a “watching brief” on this matter.
6. **District Councillor's Report.**
District Cllr. G.Beckett's report is as per Appendix “B”.

Cllr. Beckett emphasised the following points in his report:

Park and Ride

A letter from the City Council Planning Portfolio holder to Tim Knight at Hampshire County Council (see Appendix "B") was considered by Cllr Beckett to be less forceful than it might have been. However, Winchester City Council do have reservations concerning the proposed location of the proposed South Winchester Park and Ride facility.

Compton Tenants Association

Cllr Beckett reported that the Compton Tenants' Association were pleased to have been consulted over the Parish Plan project and considered that the Parish Council should form more formal links with their Association. It was pointed out that the Parish Council had not maintained any formal links with any of the various Residents Associations within the Parish, but the recent meeting with their chairmen over the Parish Plan project had been very productive and it is hoped that such meetings will continue.

Shawford Good Yard

The Planning Department of Winchester City Council had "taken on board" the suggested conditions to be imposed when granting the Planning Application in respect of Shawford Goods Yard, the matter consequently being referred to Committee. Discussions with the Planning Officer revealed that the imposition of any further conditions would result in an Appeal Process being initiated, which might result in Winchester City Council being overruled in respect of many of the conditions imposed.

There were no questions raised of Cllr. G.Beckett.

7. County Councillor's Report.

County Councillor Charlotte Bailey was not in attendance but had submitted a report which is as per Appendix "C".

Within her report, County Councillor Charlotte Bailey reported on the following:

Park and Ride.

- A Park & Ride Stakeholders Advisory Panel is to be established which will meet at the end of May 2006 and continue its involvement throughout the whole process.
- Discussions on the Planning Process are ongoing.
- Discussions with the Planning Department on the designation of the "Local Gap" have been held.
- Procedures for Planning Applications initiated by Hampshire County Council are being investigated.

With regard to the proposed South Winchester Park and Ride facility, Cllr A. Walmsley had been advised that Mrs. Pat Edwards of the Winchester City Trust is exerting pressure for the proper Management of Bushfield Camp. An on-site meeting is to be held on 24th April 2006 and as this may impact on possible re-location of the proposed Park and Ride facility, Cllr. Walmsley will report back to the next Parish Council meeting.

Shawford Down

- "Farm Environment Plan" for the Stewardship grant application has been submitted, which is expected to take three months to be processed.

8. 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 that not only the fallen tree across the Navigation Towpath had been cleared, but a further fallen tree in Red Lane had been cleared by Hampshire County Council.

9. Transport matters.

There were no matters arising.

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's Accounts at the time of this meeting were as per Appendix "E"

A list of cheques issued since the last Parish Council meeting is as per Appendix "F".

b) Accounts for Financial Year 2005 – 2006.

Motion:-

"The Parish Council Accounts for the Financial Year 2005/2006 as circulated, be adopted by the Parish Council."

Having reviewed the draft Accounts for the Financial Year 2005/2006, Cllr G.Beckett commented upon the practice of removing unspent funds from the accounts to "Sundry Creditors" at the year end and bringing those funds back into the Accounts in the new Financial Year. A sum of £12,000-00 being un-spent funds from Highways & Byways (£3,000-00), Playing Fields (£7,500-00) and Finance (£1,500-00) had been taken out of the Accounts to be brought back into the Accounts in the new Financial Year. Cllr. Beckett was of the opinion that such under-spent funds should be taken into reserves, thereby giving greater flexibility as to how they are used.

It was pointed out that these un-spent funds are already intended for specific projects which for various reasons have not as yet been progressed. Accordingly, these funds have already been sanctioned for spending on the specified projects and cannot be used for anything else. Therefore it would be incorrect to take such funds into the general reserve for possible use elsewhere.

Agreed:

Motion:-

The Parish Council Accounts for the Financial Year 2005/2006 as circulated, be adopted by the Parish Council.

Proposed: Cllr. N.Campbell-White

Seconded: Cllr. J.Dolphin

Vote: Unanimous.

c) Parish Council's contribution to the Parish Hall Sinking Fund.

Cllr. A.Walmsley advised the meeting about his and Cllr. J.Dolphin's discussions with Mr. John Griffith. The main points were as follows.

- It was explained to Mr. John Griffith that the Parish Council fully supports the need for a Parish Hall Sinking Fund to cover possible future maintenance costs.
- However, it was also explained that the Parish Council do not want to put in more Taxpayer's money than necessary if and when CASCA are making significant profits.
- CASCA consider that they need to obtain Professional advice on how much the Sinking Fund should hold to cover both the Parish Hall and the Caretaker's Cottage.
- Whilst this Professional advice is being sought, the Parish Council's contribution of £1,000-00 per annum will continue for two years after which time the situation will be reviewed.
- CASCA offered to make a contribution towards the Parish Plan project of £500-00 for each of the next two years.

d) Land Registry - Registration of Parish Council owned Land.

Cllr. N.Campbell-White advised that due to illness, no action had yet been taken on this matter.

e) Sports Club – Fixtures and Fittings – Insurance.

Cllr. N.Campbell-White advised that due to illness, no action had yet been taken on this matter.

f) Water Leak in Jubilee Pavilion.

Cllr. N.Campbell-White advised that after investigations it had been determined that the water leak reported by Gordon de la Mare, Secretary of the Sports Club, was in fact a plumbing leak and not as suspected a leak in the roof. Cllr. Campbell-White had spoken to Mr. Butler of Wilding Butler and is pursuing the appropriate Plumber for repairs.

Action:

Cllr. N.Campbell-White to contact the appropriate plumber and arrange for suitable repairs to be made concerning the water leak in the Jubilee Pavilion.

Cllr N.Campbell-White raised the matter of the Clerk's Contract of Employment. A draft Contract has been prepared, but again, due to illness, this matter is still outstanding.

Action:

Cllr. N.Campbell-White to arrange a meeting with the Clerk to discuss and finalise the new Clerk's Contract of Employment.

The Clerk raised the matter of the Clerk's salary scale increase due as from the 1st April 2006. This needs to be ratified by the full Parish Council.

Action:

The Clerk to place an item on the Agenda for the May 2006 Parish Council meeting under which the Clerk's salary scale increase can be ratified as from the 1st April 2006.

11. Planning Committee - Convenor's report.

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

Cllr. Dolphin commented further on his report as follows:-

Planning Application – 1 Field Way.

- The Compton Down Society are understood to be objecting to this application for a number of reasons.
- It is uncertain whether these objections are valid planning objections.
- The Parish Council Planning Committee will be formulating a view and acting accordingly.

Shawford Goods Yard

- Most of the conditions requested by the Parish Council have been imposed by Winchester City Council upon the applicant when granting Planning Permission.
- The main conditions cover:-
 - Low level Lighting
 - Restriction to single tier 20ft containers
 - Enquiries to the Highways Agency to install adequate road signage at the entrance.

Longacre

In answer to questions, Cllr. Dolphin advised that the work currently being undertaken at Longacre is the "change in roof lines", planning permission for which having already been granted. It is understood that all interested parties are quite happy with this.

a) Applications and decisions.

Planning Applications and Decisions for the month of March 2006 are as per Appendix "H".

b) South Winchester Park and Ride

Cllr Dolphin advised that there was nothing further to report other than that which appears in his written report, Appendix "G".

c) Report on Parish Plan Working Group.

Cllr. A.Walmsley advised that the Parish Plan project will be formally launched at the Annual Parish Assembly on the 26th April 2006. Until that time there is nothing further to report.

Cllr. G.Beckett suggested that this matter needs to be taken out of "Planning". It was stated that once the project is launched, Mr. Peter Betts, who is to lead the project, will be making monthly reports on progress and therefore the subject will be a separate Agenda item.

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

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

a) Maintenance of land surrounding Jubilee Pavilion and Jubilee Pavilion Car Park.

Motion.

It has proven not to be possible to obtain a further two quotations from suitable contractors to undertake the required Land clearance/Landscaping on Land surrounding the Jubilee Pavilion Car Park, accordingly it is proposed to suspend the Parish Council Financial Regulations in this instance and accept the one quotation in the sum of £2,500-00 from Compact Contracting Ltd.

Cllr. M.Shaw was very keen to get on with this work and accordingly vote on the above motion and not endeavour to obtain a further two quotations. Cllr. N.Campbell-White was strongly opposed to suspending the Financial Regulations in view of the fact that

no further quotations had yet been sought. Due to illness, Cllr. Campbell-White had not been able to address this matter. It was generally thought that an effort to obtain a further two quotations should be made before suspending the Financial Regulations.

Agreed/Action:

The motion to suspend the Financial Regulations to be deferred until the next Parish Council meeting and in the meantime Cllr. N.Campbell-White to endeavour to obtain a further two quotations for Landscaping work surrounding the Jubilee Pavilion Car Park and report back to the next Parish Council meeting.

Vote: by a show of hands, Unanimous.

b) Landscaping of Memorial Playing Field around Third Tennis Court.

Cllr. J.Richardson advised the meeting of the following:-

- He had spoken to the Contractor.
- The work will be completed later this month.
- There is still a lot of water in the ground.
- The contractor will endeavour to seed the area, but will not be held responsible if the seed does not germinate due to the ground being continually waterlogged.
- It is considered preferable to pursue this course of action in preference to installing costly drainage schemes.
- It is worth seeding and seeing what happens.

c) Water Pipe to Cricket Square – possible leak.

Cllr. J.Richardson confirmed that there was a water leak in the steel water pipe to the cricket square, the location of the leak being unknown. It has been determined that the best method of rectifying this problem is to put a “T” junction in the water pipe feeding the Jubilee Pavilion and install a new plastic water pipe. The old steel water pipe would be disconnected. By this means, water supplied to the cricket square would be correctly via the Jubilee Pavilion Water Meter.

Action:

Cllr. N.Campbell-White to identify a suitable Plumber to undertake the installation of a new water pipe to supply water to the cricket square and to disconnect the old steel pipe.

Cllr. M.Shaw advised that the damage to the grass verge at Memorial Playing Field, caused by the S.E.B. contractors, had yet to be repaired. This despite assurances given to the Clerk that the work would be undertaken some two weeks ago. The situation will be monitored.

Cllr. M.Shaw raised the matter of a Play Area in Shawford Village. The main points raised were as follows:-

- Cllr. Shaw had been in discussions with Mr. Nick Wells, a resident in Shawford Village.
- Mr. Nick Wells had suggested that what is required is an area of flat grass, suitably fenced, and not necessarily a Play Area with Play equipment.
- This would facilitate various activities for the children of the Village, such as kicking a football, casual meeting or some such activity which cannot necessarily be undertaken in residential gardens.
- It was suggested that the area of land between the Car Park at the bottom of Shawford Down and the Railway Car Park would be most suitable.
- Considerations about crossing the road were not thought to be of concern.
- Such a proposal and acquisition of the land, could be funded out of the Open Space Fund.
- The proposal would be in conformance with the Open Space Strategy.

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

- The lack of concern about children crossing the Road was disputed.
- The provision of a flat area of land suitably fenced was considered attractive.
- The land in question is to a large part covered in scrub and brambles.
- Care would have to be taken should such land be cleared as the scrub and brambles act as screening to the Shawford Goods Yard, such screening being beneficial in view of the proposed usage of Shawford Goods Yard.

- The question as to whether the Parish Council could acquire that piece of Land would have to be answered prior to any further consideration being given to this proposal.
- It is accepted that if this proposal should come to fruition, then the Parish Council would be responsible for its maintenance.

Action:

Cllr. M.Shaw to write to Mr Charles Cuthbert of The Countryside Services, Hampshire County Council, the current owners of the Land at the bottom of Shawford Down, detailing to him the Parish Council's desire to provide a flat play area at the bottom of Shawford Down, suitably fenced. This to initiate a possible meeting to discuss in detail the Parish Council's proposals with a view to the possible purchase or lease 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 "I". There were no issues arising.

The Chairman, Cllr. A.Walmsley, expressed the Parish Council's thanks to CASCA for making the Parish Hall available, free of charge, for the reception for Julia Beckett who had won a silver medal in the recent Commonwealth Games. The question of Frank Smith's commission for this event was raised and it was confirmed that CASCA would cover this.

Cllr. G.Beckett thanked, on behalf of the Beckett family, the Parish Council and CASCA for providing this reception to Julia, who very much enjoyed the evening.

Member of the Parish Council expressed their thanks to Cllr A.Walmsley for arranging the reception at very short notice.

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

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

a) Shawford Down

Covered within Cllr Caffyn's report, Appendix "J".

b) Victorian Jubilee Memorial – Refurbishment

Covered within Cllr Caffyn's report, Appendix "J". In addition, Cllr. Caffyn advised the meeting of the following:-

- Details of the proposed Landscaping scheme will be available at the Annual Parish Assembly.
- Scammel and Higgins will shortly provide dates when they can start work. The delay in getting this information was occasioned by a fire in Scammel & Higgins office which destroyed much of their paperwork.
- The subsequent maintenance of the Victorian Memorial and surrounding Landscaping scheme has yet to be considered.

c) School – Traffic sign – Shepherds Down School.

Cllr. Caffyn advised that a letter from Winchester City Council had been received in which it was stated that a suitable Road Sign would be installed in the new Financial Year.

d) Traffic Speed Limit signs on Otterbourne Road entering the Village.

Hampshire County Council have advised that the speed limit signs on entering Compton from Winchester, on the Otterbourne Road, no longer conform with the current signs manual and in order for the speed limits to be enforced by the police they must be changed. Examples of the new signs were provided, one with a Yellow background and one with a Grey background. The Parish Council have been given the opportunity to say which they prefer.

Agreed:

The Parish Council voted as follows for the new Speed Limit signs to be installed on Otterbourne Road, on entering Compton from Winchester, to be with either a Yellow background or Grey background.

Yellow Background: 5 votes

Grey Background: 1 vote
Abstentions: 3 votes.
Accordingly, the Parish Council supports the installation of new Speed Limit signs with a Yellow background.

Action:
The Clerk to respond to Hampshire County Council stating that it is preferred that the new Speed Limit signs on Otterbourne Road, on entering Compton from Winchester, have a Yellow Background.

Cllr. P.Caffyn advised that she again has had enquiries concerning the maintenance of Shepherds Lane. This is the part of Shepherds Lane from the junction at the entrance to the school up to the junction with Field Way. Cllr. Caffyn had again been in contact with Hampshire County Council who are again investigating the matter and will put a decision in writing to the Clerk.

15. Annual Parish Assembly – 26 April 2006

a) Annual Report

Cllr. A.Walmsley advised that the “Annual Report” in draft form will be available for distribution to Councillors by Friday 7th April 2006. Upon confirmation that the Draft is acceptable, 600 copies will be printed and delivered to Cllr. J.Millar for distribution to every household within the Parish. See Appendix “K”.

b) Agenda for the Annual Parish Assembly

Some discussion took place regarding the order of the Items on the Agenda. It was concluded that the “formal business” of the meeting should be undertaken first, with the Guest Speaker having a slot towards the end of the meeting. The Draft Agenda will be amended accordingly.

Some discussion on the Format and Layout of the proposed Agenda took place. The Draft Agenda circulated prior to the meeting was based upon a Format and Layout that had been used for many years. It was felt that an updated and more attractive Agenda should be initiated in order to attract more residents to the Annual Parish Assembly. To this end, Cllr A.Walmsley submitted some draft proposals. These were accepted and with a few minor modifications, 600 will be printed and passed to Cllr. J.Millar for distribution to every household within the Parish. See Appendix “K”.

Action:

A formal invitation to Jo Dixon, Community Action Hampshire, to attend the Annual Parish Assembly will be issued by the Clerk.

b) Procedures to be adopted

The procedures and responsibilities for the Annual Parish Assembly to be held on 26th April 2006 are as per Appendix “K”.

Copies of other Parish Plans will be exhibited on boards in Shawford Parish Hall for Parishioners to get an understanding of what a Parish Plan is.

A “Register of Attendees” will be prepared for all those Parishioners who attend the Annual Parish Assembly, to sign during the meeting.

c) Keynote Speaker.

Mr. Michael Widén of St. Mary Bourne Parish Council, has confirmed that he will attend as Guest Speaker.

d) Refreshments at Annual Assembly.

The Woman’s Institute have confirmed that they will undertake the provision of Refreshments at the Annual Parish Assembly.

16. Date of Next Meeting. - 2nd May 2006.

Compton and Shawford Parish Council

Minutes of the Compton and Shawford ANNUAL PARISH COUNCIL MEETING held on Tuesday 2nd May 2006 in the Compton Room, Shawford Parish Hall, starting at 7.15pm.

Present:

Mr. A.Walmsley, Mr. G. Beckett, Mrs. P.Caffyn, Mr. J. Dolphin, Mrs. J.Millar. Mr. J.Richardson, Mr. T.Threlfall.

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

1. **ELECTION OF CHAIRMAN.**

Being the ANNUAL PARISH COUNCIL MEETING, the first item of business was the election of a Chairman of the Parish Council for the coming twelve months. Cllr. Mr. Jeremy Dolphin was duly elected as Chairman for the period May 2006 to April 2007. Full details of the election are as per Appendix "B".

Cllr. J.Dolphin signed the "Declaration of Acceptance of Office".

Action:

The Clerk to advise the City Solicitor, Winchester City Council, and HAPTC of the details of Cllr. J.Dolphin, on his assuming the Chairmanship of the Parish Council.

Cllr. J.Dolphin assumed the Chair for the remainder of the meeting.

Correspondence - circulated to all members for their response.

The correspondence file containing the correspondence for the month of April 2006 was circulated to all Councillors in attendance.

2. **Apologies for absence.** Cllr. Mr. N.Campbell-White
Cllr. Mrs. M.Shaw,

3. **Minutes** - To approve the minutes of the meeting held on 4th April 2006 (as circulated)

There were no issues raised in respect of the circulated minutes of the Parish Council meeting held on the 4th April 2006.

Agreed:

The Parish Council agreed that the Minutes of the meeting held 4th April 2006 as circulated, were a true record of that meeting.

Proposed:- Cllr. J.Richardson

Seconded:- Cllr. P.Caffyn

Vote:- Unanimous

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

Action Point ID62 has been outstanding since December 2003. It was decided to delete this Action Point and achieve the required action via an alternative means.

Action:

The Clerk to Draft "Job Descriptions" to cover all outstanding positions for review by the Parish Council.

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, therefore there were no matters raised.

The Meeting will be re-opened.

5. **Police Report.**

There was no representative of the Police in attendance and no written report submitted.

At the Annual Parish Assembly, the report given by the Police representative gave members a cause for concern. The new Police organisation resulted in less police coverage for the Parish.

This matter was discussed at some length and it was concluded that whilst the Parish Council could express their concerns to the Chief Constable and/or the Police Management Committee, the Parish Council has no powers concerning the policing of the Parish. This is the responsibility of the Chief Constable and the Police Management Committee. All the Parish Council can do is to maintain a "watching brief" and make representations when something goes wrong.

6. **District Councillor's Report.**

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

- Nothing important affecting the parish had arisen during the preceding month.
- Winchester City Council will not make any commitment to Hampshire County Council on the matter of the proposed South Winchester Park and Ride facility until the new Council had been established and the period of consultation had been concluded.

District Councillor Murray Macmillan reported as follows:-

Park and Ride

- An ongoing dialogue with Mr. Rick Clayton, Hampshire County Council, concerning the proposed South Winchester Park and Ride, is being maintained.
- A meeting with Mr. Clayton and the architect who is drawing up proposals for utilising the Old Tarmac Site is to take place on 8th May 2006.
- Cllr Macmillan will report back to the Parish Council

Eastleigh Airport

- A meeting with Mr. Rick Butler, the new chief executive at Eastleigh Airport, is arranged for 2nd June 2006.
- Dates for Mr. Butler to attend a meeting with representatives of local Parish Councils, to discuss Airport issues, will be determined.

There were no questions raised.

7. **County Councillor's Report.**

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

Cllr. Bailey advised the following in addition to her report:-

Park and Ride

- A lot more investigative work has been undertaken on the Old Tarmac Site.
- The period of consultation/exhibition has been delayed due to this. The first exhibition will now take place on the 8th June 2006.

Cllr. G.Beckett enquired whether each of the proposed exhibitions would be specifically targeted to the local audience, or would each exhibition be all-encompassing. Cllr. Bailey thought that the exhibitions would be all-encompassing, but she would verify this.

- It is evident that Hampshire County Council have "taken on board" all the protests concerning the pre-selection of the Bushfield Farm site.
- It has been emphasised that ongoing discussions with interested parties be maintained throughout the period of consultation and afterwards when the selected scheme has been chosen.

Compton Down Roads

- Similar maps as that provided to Cllr. Bailey had been received by the Parish Council.
- It is questionable that such maps are accurate in determining the responsibility for maintaining roads within the Parish. This is especially so in respect of the beginning of Shepherds Lane.
- At the beginning of Shepherds Lane, the houses were originally "Council Houses". As such it was thought most unlikely that Winchester City Council would

build "Council Houses" on a private un-adopted road. For this reason it is thought that that part of Shepherds Lane is "adopted" and therefore the responsibility of Hampshire County Council for maintenance.

Action:

Cllr. G.Beckett, in his capacity as District Councillor, to make enquiries within Winchester City Council Housing Department, to establish if the beginning of Shepherds Lane was adopted when the Council Houses were first built there.

Rupps

- The subject of additional footpaths on Bushfield Camp is nearing finalisation.

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

Cllr T.Threlfall advised that there was nothing to report.

9. **Transport Matters**

There were no issues arising.

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

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

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

The state of the Parish Council's Accounts at the time of this meeting were as per Appendix "E"

A list of cheques issued since the last Parish Council meeting is as per Appendix "F".

b) **Registration of Parish Council Land at the Land Registry.**

Covered within Cllr. N.Campbell-White's report, see Appendix "D". Further discussion was deferred until the next meeting.

c) **Clerks Salary – Scale increase.**

Motion:

The Parish Council approves the Scale increase in the Clerk's Salary, from SCP 19 to SCP 20, as from the 1st April 2006.

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

Agreed:

The Parish Council approves the Scale increase in the Clerk's Salary, from SCP 19 to SCP 20, as from the 1st April 2006.

Proposed: Cllr. P.Caffyn

Seconded: Cllr. J.Richardson

Vote: Unanimous.

d) **Clerk's Contract of Employment.**

The Clerk's Contract of Employment had been agreed and was signed as at the 6th March 2006.

e) **Parish Council Insurances.**

Motion

The Parish Council accept the modest increase in the Parish Council Insurances for the year 2006/2007 and accept the new Insurance Premium of £2,712-91.

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

Agreed:

The Parish Council accept the modest increase in the Parish Council Insurances for the year 2006/2007 and accept the new Insurance Premium of £2,712-91.

Proposed: Cllr. P.Caffyn

Seconded: Cllr. J.Millar

Vote: Unanimous.

f) **Sports Club – Fixtures and Fittings.**

Covered within Cllr. N.Campbell-White's report, see Appendix "D". Subject deferred until the next meeting.

- g) External Audit – Annual Return.
Motions covering the External Audit :-

As per published within the Agenda.

Agreed:

- 1) The Parish Council has approved the statement of accounts, which has 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 itself 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 it considers to be appropriate action on all matters raised in reports from the internal and external audit.
- 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.
- 9) The Parish Council approves the accounts as detailed in the Annual Return for the Year ending 31 March 2006.

Proposed: Cllr.A.Walmsley

Seconded: Cllr J.Richardson

Vote: Unanimous

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 April 2006 are as per Appendix "H".

- b) South Winchester Park and Ride.

Other than that stated above, there is nothing further to report.

Cllr. G.Beckett advised the meeting that he had attended a meeting at which a "Variation to Conditions" in respect of the planning Permission covering the development of a dwelling behind "Briarlease". This "Variation" concerned the new Access to be constructed. Cllr. Beckett had the full details of this "Variation", should anybody wish to raise questions.

Cllr. A.Walmsley raised the issue of Longacre. With the demolition of the existing house there was a danger of "High Density Housing" being imposed upon the development. Although Mrs. Hauser, the developer, has given her assurance that the re-build will be in accordance with the Planning Permission that has been granted, a "re-build" is not the same as a "refurbishment". Consequently the requirement of the "Housing Mix Policy" may be imposed. Whilst the Local Development Plan has not as yet been fully ratified, some elements such as the "Housing Mix Policy" are already being given greater importance when considering such issues. Cllr. G.Beckett in his capacity as District Councillor is pursuing this matter.

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

Cllr. M.Shaw was not in attendance and had not submitted a written report.

- a) Maintenance of land surrounding Jubilee Pavilion and Jubilee Pavilion Car Park.
Motion.

It has proven not to be possible to obtain a further two quotations from suitable contractors to undertake the required Land clearance/Landscaping on Land surrounding the Jubilee Pavilion Car Park, accordingly it is proposed to suspend the Parish Council Financial Regulations in this instance and accept the one quotation in the sum of £2,500-00 from Compact Contracting Ltd.

Declaration of Interest.

Cllr. G.Beckett declared an interest in this subject and accordingly left the room during discussions.

This issue is referenced in Cllr. N.Campbell-White's report, see appendix "D".

In view of the recommendation made by the Finance and Administration Committee, the motion was put to the vote.

Agreed:

It has proven not to be possible to obtain a further two quotations from suitable contractors to undertake the required Land clearance/Landscaping on Land surrounding the Jubilee Pavilion Car Park, accordingly it is proposed to suspend the Parish Council Financial Regulations in this instance and accept the one quotation in the sum of £2,500-00 from Compact Contracting Ltd.

Proposed: Cllr. A.Walmsley

Seconded: Cllr. T.Threlfall

Vote for: 6 votes

Vote Against: 0 votes

Abstentions: 1 vote.

Accordingly, the motion was carried.

Due to Cllr. N.Campbell-White not being in attendance, it was uncertain as to what has been agreed with the contractor or when the work was to be started.

Agreed/Action:

Cllr. G.Beckett to contact the Contractor to determine if a "start date" had been established. If no start date has been arranged, then Cllr. Beckett to give the contractor instructions as to starting the work and to oversee the work until such time Cllr N.Campbell-White is able to assume such responsibilities.

Vote: By a show of Hands – Unanimous.

- b) Water Leak in pipe to the Cricket Square.

Cllr. J.Richardson advised the meeting that this issue had now been completed. The water leak has been repaired in the manner previously prescribed. The cost of hiring a man and digger had been more than expected as the work required an onsite visit on two days. The invoices for this are being paid.

- c) Landscaping around third Tennis Court.

Cllr. J.Richardson advised the meeting that he had been "chasing" the contractor who had given his assurances that the work would continue on Thursday 4th May 2006. Cllr. Richardson was not confident that this would happen.

- d) Play Area in Shawford Village.

It was reported that Cllr. M.Shaw had been in discussion with Shawford Village Residents Association to establish what would be required for a Play Area in Shawford village. Details are awaited.

Cllr. P.Caffyn, during discussions with Mr. David Ball of The Countryside Service Dept., Hampshire County Council, was advised that there may be many problems in using the area at the bottom of Shawford Down as a Play Area. Firstly, as the Land is owned by Hampshire County Council, very high Insurance premiums would necessarily have to be imposed. Secondly, many of the "utilities" for the area pass through that piece of land which would possibly preclude the building of fenced enclosures. Accordingly, the Utility Companies would have to be contacted prior to any formal proposals being finalised.

As an additional Item, Cllr. A.Walmsley in his capacity as Sports Club Representative, submitted a report as a result of the Sports Club Annual General Meeting held on the 25th April 2006. This report is as per Appendix "I".

13. Parish Hall.

(a) Report from our rep on CASCA Management.

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

Cllr Millar corrected her report by advising that both the CASCA Treasurer and the CASCA Secretary had not been in attendance at the meeting held on the 7th April 2006.

An enquiry was made as to whether there were any changes to the Consultative Committee. Cllr. Millar advised that due to a poor turnout, the Consultative Committee meeting would in future be rolled into the Annual General Meeting.

It was suggested that Mr. John Dowling, Architect, who is advising CASCA on the appropriate levels of a Parish Hall Sinking Fund, should be chased for providing the required information. However, it was pointed out that CASCA have two years before the question of the Sinking Fund is due for further review.

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

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

a) Victorian Jubilee Memorial – Refurbishment.

In addition to her report, Cllr Caffyn advised the following:-

- An on-site meeting will take place on Thursday 4th May 2006.
- Kate Morgans will attend to indicate details of the proposed Landscaping.
- Mr. Michael Edwards will attend to review the question of the trees.
- Local Residents will attend to give their input.
- Cllr. N.Campbell-White has been invited to attend.
- It is understood that the Rubbish Bin could be changed to one more in keeping with the proposed landscaping scheme.

Cllr P.Caffyn, during her discussions with Mr. David Ball of The Countryside Service Dept., Hampshire County Council, had been advised that Bryant Homes had applied for only one Advertising Sign Board, advertising the apartments for sale at the Malms. (This issue was raised at the Annual Parish Assembly) The question of sign boards "proliferating" over the Down will be investigated by David Ball.

Cllr. Caffyn raised the matter of the Parish Council purchasing a supply of signs concerning cleaning up of Dog Faeces. Numerous complaints had been received.

Agreed/Action:

Cllr. P.Caffyn to communicate with all Residents Associations to determine the interest in the Parish Council acquiring such a supply of "Dog Faeces" notices and to determine the number that should be purchased. Such requests not to make any commitment to the eventual supply of such notices.

Vote: By a show of hands – Unanimous.

15. Committees – Election of Convenors and Committees.

- | | |
|---|-------------------------------------|
| • <u>Vice-Chairman</u> | • <u>Transport Representative</u> |
| • <u>Finance and Administration</u> | • <u>WDAPC Representative</u> |
| • <u>Planning</u> | • <u>CPRE Representative</u> |
| • <u>Playing Fields Management</u> | • <u>Sports Club Representative</u> |
| • <u>Tree Warden/Footpaths/Compton Lock</u> | • <u>School Governor</u> |
| • <u>Highways & Byways</u> | • <u>Winchester Villages Trust.</u> |
| • <u>CASCA Representative</u> | |

The Election of Convenors of Committees, the election of members of those Committees and the election of various Representatives etc., was undertaken. The results of these elections are as per Appendix "B".

Action:

Cllr. J.Dolphin to draft letters to the Transport Representative and the "Winchester Villages Trust" Representative, requesting that they continue in those offices for the year 2006 / 2007.

16. **Annual Parish Assembly – Matters Arising.**

Cllr. G.Beckett, in his capacity as District Councillor, was tasked with investigating the matter of the unsightly solid white fence that had been erected around the building site in Compton Street.

Action:

Cllr. G.Beckett, in his capacity as District Councillor, to investigate the matter of the unsightly solid white fence that had been erected around the building site in Compton Street, and to draft a letter in reply to Mrs Penny Neyroud, with a copy for the Clerk's files.

Cllr. A.Walmsley had been approached concerning the Reports of Parish Council Meetings that used to be published in the Hampshire Chronicle. The main points discussed were as follows:-

- People miss the reports.
- The submission of the reports to the Hampshire Chronicle was stopped when the new Editor advised that he would no longer publish the reports as submitted, but may only extract certain issues which would be edited and published at the Chronicle's discretion.
- A question of mis-representation therefore could arise.
- However, experience has indicated that usually a "good press" is received from the Hampshire Chronicle.
- Should the submission of reports re-commence, then the report as submitted to the Parish Magazine would also submitted to the Hampshire Chronicle. No additional work would be involved.
- The question of mis-representation would be answered by reference to the Parish Magazine where the original report is published.

Agreed/Action:

The Clerk to submit the reports currently submitted to the Parish Magazine, to the Hampshire Chronicle, under a covering letter drafted by the Chairman, Cllr J.Dolphin, pointing out that the Parish Council accepts the editing of the reports, but also will be monitoring the situation for further review in six months time if such editing is deemed to mis-represent the truth.

Vote: By a show of hands – unanimous.

17. **Parish Plan.**

Cllr. A.Walmsley advised the meeting of the current position and general discussion ensued, the main points being as follows:

- As a result of discussions at the Annual Parish Assembly, a public meeting to initiate the Parish Plan Project will be held on 23rd May 2006.
- At this Public Meeting, a Chairman and Steering Committee will be appointed.
- It was emphasised that representation from as many parts of the village was needed.
- To this end, it was suggested that a "publicity leaflet" drop to every household be undertaken by the Parish Council.

Agreed/Action:

Cllr. J.Dolphin to "draft" a Publicity Leaflet publicising the Parish Plan Project Public Meeting to be held on 23rd May 2006, to be agreed by all Councillors by Friday 5th May 2006, and then arrange printing of 550 copies of the Leaflet.

Vote: By a show of hands – Unanimous.

Action:

Cllr. J.Millar to receive 550 copies of the Publicity Leaflet publicising the Parish Plan Project Public Meeting to be held on 23rd May 2006, and arrange distribution to every household in the Parish in the same manner as for the Annual Newsletter.

Action:

Cllr. A.Walmsley to e-mail the Chairs of the Residents Associations requesting them to ensure that appropriate representation from all areas of the Parish are in attendance at the Parish Plan Project Public Meeting to be held on 23rd May 2006.

- A Draft Constitution for the Parish Plan Project had been circulated to members by Cllr. A.Walmsley.

- It was suggested by Cllr. A.Walmsley that this Draft Constitution be amended by the Parish Council in two areas, as follows, prior to being submitted to the Parish Plan Project for Adoption.
 - Any Change in the “purpose” of the project to be agreed by the Parish Council.
 - Any change in the “Financing” of the project to be agreed by the Parish Council.
- Some discussion on these proposed changes took place and it was concluded that any change in the Financing of the project should be left to the Project Plan Steering Committee and not be influenced by the Parish Council.
- Any change to the “Purpose” of the Parish Plan Project should be agreed by the Parish Council.

Action:

Cllr. A.Walmsley to re-draft the draft Constitution for the Parish Plan Project, incorporating the matter of any change to the Purpose of the Parish Plan Project to be agreed by the Parish Council, and to submit the re-drafted Constitution to the Parish Plan Project for adoption on the 23rd May 2006.

- Cllr. T.Threlfall raised his concerns in respect of the Parish Council being committed to any and all of the issues raised in the ultimate Parish Plan document. Whilst it is envisaged that whatever the Parish Plan may stipulate, will be desirable, such issues may not be affordable and the Parish Council should not be committed to satisfying all the issues raised.
- It was pointed out that the Parish Plan, once completed, has to be adopted by the Parish Council, and such adoption does not necessarily mean that all issues raised have to be satisfied. The document will be a guidance document, detailing the wishes of the community. It will be used to identify the priorities of the Community which the Parish Council may eventually achieve providing such desires are affordable and realistic.

18. Date of Next Meeting.
6th June 2006.

Compton and Shawford Parish Council

Minutes of the Compton and Shawford PARISH COUNCIL MEETING held on Tuesday 6th June 2006 in the Compton Room, Shawford Parish Hall, starting at 7.15pm.

Present:

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

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

1. **Correspondence** - circulated to all members for their response.
The correspondence file containing the correspondence for the month of May 2006 was circulated to all Councillors in attendance.
2. **Apologies for absence.** Cllr. Mr. J.Richardson
Cllr. Mrs. P.Caffyn,
3. **Minutes** - To approve the minutes of the meeting held on 2nd May 2006 (as circulated)
There were no issues raised in respect of the circulated minutes of the Parish Council meeting held on the 2nd May 2006.

Agreed:

The Parish Council agreed that the Minutes of the meeting held 2nd May 2006 as circulated, were a true record of that meeting.

Proposed:- Cllr. T.Threlfall

Seconded:- Cllr. A.Walmsley

Vote:- 4 votes

Abstentions: 3 votes (due to non attendance)

Accordingly, the motion was carried.

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

Matters Arising

It was pointed out that Mrs. Lyn Spickernell had written to the Chairman that she had declined the continuance of her role as the Parish Council's representative on the "Winchester Villages Trust". Some discussion ensued as follows:-

- Their purpose is to assist people in need.
- The trust covers a wider area, beyond the Parish.
- It was questioned as to whether the Parish Council needed representation on the Winchester Villages Trust.
- It was suggested that this position could best be accommodated within the Parish Plan Project.

Agreed:

The role of "Winchester Villages Trust – Representative" be passed to the Parish Plan Project for that Project to accommodate.

Vote: By a show of hands – Unanimous.

Action:

The Chairman, Cllr J.Dolphin, to draft a letter to Mrs. Lyn Spickernell thanking her for the work she has undertaken in the past on behalf of the Parish Council and to obtain from her more information on the work of the Winchester Villages Trust.

Outstanding Action Points

Action Point ID562 – Cllr M.Shaw advised that is establishing what is required by local Residents and will subsequently arrange a meeting with Hampshire County Council if appropriate. Action Point to be removed.

Action Point ID435 – Cllr. N.Campbell-White advised that this matter is now being addressed by Winchester City Council, therefore no action in this respect is being pursued by the Parish Council. Action Point to be removed.

Action Point ID571 – Cllr. G.Beckett advised that he had made appropriate enquiries and established that Planning Permission is not required due to the fence being a temporary structure for the period of development. Action completed.

Action:

The Clerk to write a letter to Mrs Penny Neyroud, advising her that the unsightly fence in Compton Street does not require Planning Permission as it is a temporary structure. For the duration of the work on the development site.

Action Point ID568 – This action has been superseded by events, Action Point to be removed.

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.A.C.Welch, the developer who has submitted a Planning Application to Winchester City Council in respect of “Littlestowe”, Southdown Road, Shawford, was in attendance and made a brief presentation of his proposals and made himself available to answer any questions. A copy of the submitted Planning Application covering letter was given to the Parish Council, this is held on file.

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 “B”

Some discussion took place concerning significant recent Noise Pollution in Otterbourne Road. Whilst the Parish Council is powerless to involve itself in this issue, it was noted that the Police Report does not make any reference to this matter.

Agreed/Action:

The Clerk to write to Police Constable Mark Smith, thanking him for his reports to the Parish Council and pointing out that instances of significant Noise Pollution is not being reported and enquire why not.

Vote: By a show of hands – Unanimous.

6. District Councillor's Report.

District Councillor Murray Macmillan reported orally on the following:

Parish Plan/Village Design Statement

- With the launch of the Parish Plan project, Cllr. Macmillan enquired whether the question of combining the development of a Village Design Statement within this project, had been addressed.
- At a meeting in Otterbourne, it was questioned whether there would be any benefit in the two Parishes combining in the project of producing a Village Design Statement.
- The people undertaking the Village Design Statement for Otterbourne would be happy to discuss the matter with the appropriate people in Compton and Shawford.
- It is understood that it is the same people who undertook the Parish Plan for Otterbourne, who are now commencing a Village Design Statement.

Park and Ride.

- An “Open Day for Councillors” had been held concerning the proposals to develop a South Winchester Park and Ride.
- It was apparent that there is still a lot of work to do on this issue.
- It is obvious that the suggested “Tarmac Site” is not considered an impossible site.
- Gerrards, the consulting engineers, will be reviewing the options and making recommendations.
- A “Landscaping Scheme” covering the Tarmac Site will be drawn up by Cllr. Macmillan’s colleague, which will be used in support of the Tarmac Site and to counter the suggested Bushfield farm site.
- Hampshire County Council have provided a lot of information on the various sites.
- The envisaged problem with the Tarmac Site is the light pollution affecting the M3 motorway.
- It is now considered that the suggested Tarmac Site has a reasonable chance of being the chosen site for this facility.
- It is understood that there is little bias towards the Bushfield Farm Site.
- Further public representation on this issue is to be encouraged.

- Questions concerning access to the suggested Tarmac Site were answered in that the previous problems have now been overcome.

Southampton Airport.

- The new Managing Director, Mr. Chris Williams, has now taken over at Southampton Airport.
- He has expressed a willingness to attend a Parish Council meeting to discuss the issues of Aircraft Noise over the Parish.
- Such a meeting would preferably not be an “open meeting”.
- A Stakeholder’s Conference is to be held next week, Cllr. Macmillan will report back in due course.
- The new quieter aircraft, the Embraer, is to be introduced shortly, the dates to be determined.

District Councillor G.Beckett reported Orally as follows:-

- Cllr. Becket had spoken to the Portfolio Holder for Planning at Winchester City Council, requesting that no Preference for the location of the Proposed South Winchester Park and Ride be stated. It appears that Winchester City Council are “open minded” about this issue.
- Cllr. Beckett is to hold a meeting with the Portfolio Holder for Planning, together with Officers of the Planning Department, Winchester City Council, to discuss Guidance concerning application of PPG3 to require high density planning development.
- In response to complaints, Cllr Beckett advised that due to cost cutting, there is no “out of hours” cover at Winchester City Council, covering issues such as Noise Pollution/disturbance.

7. County Councillor’s Report.

County Councillor Charlotte Bailey’s report is as per Appendix “C”.

Cllr. Bailey reported on the following issues and made the following additional comments:—

Park and Ride.

- The exhibition did not cover much about the Access issues of the various options.
- The Tarmac Site option would require the removal of 15 Beech Trees foer access onto the Otterbourne Road.
- Hampshire County Council are in the process of developing Landscaping proposal covering the main contending sites.
- The Landscaping proposals being developed by Murray Macmillan’s colleague should continue, despite Hampshire County Council undertaking the same work, this for comparison purposes.

Quality Bus Partnership.

Shawford Down.

- The Bluestar One bus rout from Southampton to Winchester through the village has been identified as a key route and is receiving financial support from Hampshire County Council.
- Problems have arisen with regard to the distribution of Funding to Hampshire County Council from the Rural Fund.

Local Area Agreement

- The apparent only relevance to Compton and Shawford in respect of this initiative, is the “well-being” of the elderly.

Village Design Statements and Parish Plans.

Hampshire Minerals and Waste.

- Cllr. Bailey will be attending a “workshop” on this issue.
- Cllr. Bailey is conscious of the Poles Lane facility.

Highways Agency.

- Question for the Highways Agency have been requested by the Environment Policy Review Committee.

Action:

The Clerk to ensure that the request for Question for the Highways Agency which have been requested by the Environment Policy Review Committee, is addressed by Cllr. P.Caffyn as Convenor of the Highways and Byways Committee.

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

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

Cllr. N.Campbell-White raised the matter of Cycle ways. Some discussion took place, the main points being as follows:-

- The towpath is in need of renovation.
- Is there any chance of extracting some money from Sustrans to upgrade some of the Towpath to a cycle way?
- Cllr. Threlfall knew nothing of Sustrans wish to undertake such activities.
- Cllr. J.Dolphin suggested that if work on a cycle way was to be explored, it may be more beneficial to explore a possible cycleway on the Main Road, some questions in this respect have been raised by some Parishioners.
- Cllr. Charlotte Bailey advised that in respect of Cycle ways, certain size regulations have to be observed.

9. Transport matters.

There were no matters arising.

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

Cllr. J.Richardson was not in attendance and had not submitted a written report. However, he had arranged for Cllr. N.Campbell-White to report on his behalf. Cllr Campbell-White 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) Land Registry - Registration of Parish Council owned Land.

Cllr. N.Campbell-White advised that little progress had been made on this issue. It had been established that the land upon which the Victorian Jubilee Memorial is owned by the Hampshire County Council – Highways Agency, and the land opposite the School in Compton Street is not owned by Hampshire County Council. It appears that there is significant confusion over ownership of land by Hampshire County Council and a Mr.Mark Housby is working under a five year contract to try and sort it out.

A response from Mr. John Steel, White and Bowker, is awaited concerning various questions raised about ownership of land by the Parish Council.

Action:

The Clerk to "chase" a response to the Parish Council's letter dated 16th May 2006, from Mr. John Steel, White and Bowker.

c) Sports Club – Fixtures and Fittings – Insurance.

Cllr. N.Campbell-White had completed a meeting with Gordon de la Mare, Secretary to the Sports Club, and agreed a list and costing covering the "Fixtures and Fittings" within the Jubilee Pavilion. This list is as per Appendix "G".

In view of this agreed list, the following advertised motion was put to the Parish Council:

Agreed:

Upon agreement by the Parish Council of the determined values of the "Fixtures and Fittings" within the Jubilee Pavilion, the terms of the Lease with the Sports Club to be amended whereby the Parish Council will pay the Insurance Premium and thereby cover such Insurance for the "Fixtures and Fittings", on condition that the Sports Club pay to the Parish Council an appropriate sum to cover the additional Insurance Premium.

Proposed: Cllr. N.Campbell-White

Seconded: Cllr. M.Shaw

Vote: Unanimous

Action:

The Clerk to draft a "Letter of Agreement" to the Sports Club advising them that the Parish Council will cover the insurance of Fixtures and Fittings within the Jubilee Pavilion to the sum of £45,000-00, increased annually in accordance with the increase scale of Insurance Value increases, on condition that the Sports Club pay to the Parish Council a contribution towards the Insurance Premium calculated on a pro-rata basis of the total Parish Council Insurance Premium covering "Property".

d) Job Descriptions

This subject is in hand and is being dealt with by the Clerk.

11. Planning Committee - Convenor's report.

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

a) Applications and decisions.

Planning Applications and Decisions for the month of May 2006 are as per Appendix "I".

b) South Winchester Park and Ride

This issue was covered under the District Councillor's report, see item 6 above.

c) Longacre.

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

- Because the developer demolished the existing dwelling, contrary to the Planning Permission, a new Planning Application is required.
- Two Planning Applications have been submitted, one to cover that which was previously submitted and granted, and a second with the addition of a Garage with Flat above.
- This addition to the second Planning Application was intended to satisfy Winchester City Council, Planning Department, concern's to address PPG3.
- It was proposed that the Parish Council support both Planning Applications.
- The concern was that if these Planning Applications go to Committee, a Higher Density development would be required.

d) Littlestowe

Declaration of Interest.

Cllr. N.Campbell-White declared an interest in this issue, and withdrew from discussions.

Discussions ensued on this issue, the salient points being as follows:-

- Local Residents were horrified by the proposed density of the development.
- Significant increases in traffic could be expected from such a development.
- The proposal is for a development which is out of character with the area.
- Should such a development be permitted, it would create a dangerous precedent.
- The Applicant has not consulted on the proposal with the immediate neighbouring properties in advance of submitting the Application.
- The proposed development is contrary to the Parish Council Planning Policy statement.
- Any objection to this Planning Application would have to be on sound Planning guidelines.
- Being out of character with the surrounding area, the requirements of PPG3 could be resisted and the out of Character issue could be used.
- It is understood that the Density of the development was increased to meet the requirements of the planning Officers to satisfy PPG3.
- However, it was thought that this Planning Application would necessarily be taken to Committee and not determined under delegated powers.
- The contentious issue is the construction of two semi-detached dwellings, this to satisfy the PPG3 higher density requirement.
- The Parish Council would support reasonable development of the site and have successfully resisted PPG3 in the past.
- The developer could be encouraged to submit a compromise Planning Application which could possibly be supported by the Parish Council.

Cllr. A.Walmsley referenced the following planning issues:-

- A Planning Application covering Martins Close has been re-submitted and is due to expire at the end of June 2006.
- A Planning Application covering an additional dwelling at Highdown has been submitted. It is to be investigated if the application is within the existing planning permission for this site as recommended in the Appeal Inspector's report, or in addition (In which case an Objection will be made).
- A Planning Application covering an additional dwelling at Windy Ridge has been submitted.
- A Planning Application covering the demolition of Balakitch and replacement with 4 dwellings has been submitted. It is reasonable to object to this one as the

proposed development is out of character with the area and also affects the frontage.

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

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

a) Maintenance of land surrounding Jubilee Pavilion and Jubilee Pavilion Car Park.

Despite much chasing by Cllr. N.Campbell-White, the Contractor had not started the required work. The latest position is that he should start work within three to four days time, but Cllr. Campbell-White is not confident. Cllr. Campbell-White will continue to monitor the situation.

b) Landscaping of Memorial Playing Field around Third Tennis Court.

Cllr. Shaw advised that the outstanding work had still not been completed. The area is in a mess. Whilst the initial work to the value of £600-00 had been completed (this was the deposit paid), there is still some "finishing off" work to be done. It was suggested that the Contractor be told that the outstanding work will be undertaken by an alternate Contractor.

Agreed:

The Contractor, Designer Gardens Ltd., be told that their services are no longer required in respect of the Landscaping Project around the third Tennis Court at Memorial Playing Field, and Mr Jim Kimber be requested to finish the outstanding work with the exception of the Tarmacing, (total cost estimated at approximately £250-00).

Proposed: Cllr. N.Campbell-White

Seconded: Cllr. M.Shaw

Vote: Unanimous.

c) Compton Street Play Area – Rubbish and Seat repairs.

Cllr. M.Shaw advised that recent complaints about rubbish accumulating in the Compton Street Play Area had been addressed and the rubbish cleared. The issue of Bench Seat repairs is reported under item 14 below.

d) Play Area within Shawford Village.

Cllr. M.Shaw is pursuing this subject and to this end will be attending a meeting of the Shawford Village Residents Association in order to determine what the Local residents want. This will be established prior to making any detailed proposals on this issue.

Cllr. M.Shaw advised that she had been approached by the Sports Club concerning their wish to extend the terracing at the Jubilee Pavilion in a South Westerly direction. This to facilitate an area where members of the Sports Club can sit out overlooking the Tennis Courts and playing pitches. Discussion took place, the main points being as follows:-

- The proposal is to extend the embankment outside the Jubilee Pavilion, build a retaining wall with a balustrade.
- Cllr. N.Campbell-White endorses the proposal in principle, but would need to have confirmation of and see the footings of the retaining wall and details of construction.
- This issue is the last outstanding issue of the Jubilee Pavilion Construction.
- The Parish Council are empowered to give themselves the appropriate Planning Permission – it may be viewed as a permitted development.
- Neighbours to the Jubilee Pavilion are being consulted, there are envisaged to be no objections.
- The cost of this proposal will be borne entirely by the Sports Club.
- It is anticipated, on receipt of approval from the Parish Council, to commence work in three weeks time.
- Questions as to the need to advertise this development on the Agenda before the Parish Council approves, or otherwise, were discounted by the fact that it is such a small and insignificant development and would add significantly to the amenity.

Agreed:

The Parish Council approves the proposal put forward by the Sports Club, to extend the terracing at the Jubilee Pavilion in a South Westerly direction, providing that details of the construction are agreed to by Councillor N.Campbell-White. Also it is approved on condition that there will be no cost to the Parish Council in respect of any part of this proposal.

Proposed: Cllr. N.Campbell-White

Seconded: Cllr. M.Shaw.

Vote: 6 votes for

Abstentions: 1 vote.

Accordingly the motion was carried.

Cllr. M.Shaw referenced the "Breast Cancer Care Charity Picnic/Fun Day" advertised in the Parish magazine. This is to be held on the Memorial Playing Field on the 3rd July 2006. Part of this event involves a Fire Engine and a Pink Double Decker Bus being on the Playing Field. Cllr. Shaw was concerned with regard to the damage to the playing field that could be caused by such vehicles driving across the grass.

Action:

Cllr. M.Shaw to determine precisely what is planned with regard to vehicles crossing the Memorial Playing Field at the "Breast Cancer Care Charity Picnic/Fun Day" on the 3rd July 2006, and express the concerns of the Parish Council with regard to possible damage to the Playing Field surface. If the ground is at all soft, or if there is any likelihood of damage to the playing field surface, then Cllr. Shaw to ensure that such vehicles do not cross the Playing Field.

Mr. Martin Dearlove, Chairman of the Sports Club, requested that a vote of thanks from the Sports Club – Cricket Section to the Parish Council, be recorded for the provision of the Cricket Nets. These Cricket nets have been extensively used by the Cricket section and youth.

13. Parish Hall.

(a) Report from our rep on CASCA Management

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

Cllr. N.Campbell-White advised that he had met with Mr. John Dowling, who is preparing a report on a suitable sum to be held in the Parish Hall Sinking Fund. It is understood the Mr. Dowling is preparing his report.

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 "K". In her absence, Cllr. N.Campbell-White reported on her behalf.

a) Shawford Down

Covered within Cllr. Caffyn's report and under item 7 above.

b) Victorian Jubilee Memorial – Refurbishment.

Cllr. Campbell-White had verified that the land upon which the Memorial stands is owned by the Highways Agency, Hampshire County Council. Accordingly, he will request Hampshire County Council to clear the undergrowth and give some attention to the trees thereon. It is understood that Hampshire County Council have no objection undertaking the refurbishment of the Memorial which is on their land

Action:

Cllr. N.Campbell-White to request Hampshire County Council to clear the undergrowth and undertake work on the trees behind the Victorian Jubilee Memorial, together with work on the trees at the Parish Hall as it is their land upon which these trees and undergrowth is located.

Authority to instruct Scammell and Higgins to commence the refurbishment work has previously been given, so instructions may be given immediately.

c) Road Ownership – Shepherds Lane.

Cllr. G.Beckett, who was looking into this matter in his capacity as District Councillor, has yet to undertake this Action. Deferred until the next meeting.

d) Supply of “signs” concerning Dog Faeces.

No information on this matter was available, the subject was therefore deferred until the next meeting.

In addition to the above, Cllr. N.Campbell-White, on behalf of Cllr Caffyn, raised the following issues:-

Trees around the Parish Hall.

A comment from Winchester City Council saying that some of the trees at the Parish Hall are in need of attention by the Parish Council, was refuted. The trees in question are on Land owned by the Highways Agency, Hampshire County Council, therefore the matter will be passed to them. See above Action.

Cycle Lanes

Cllr. Campbell-White knew nothing of this subject and pointed out it was mentioned under item 8 above.

Bench Seat in Compton Street.

A recent complaint regarding the broken Bench Seat in Compton street, on the corner by Compton Street Play Area, resulted in Hampshire County Council disclaiming any responsibility. The question of broken Bench Seats was expanded to encompass the Bench Seat opposite the Church in Compton Street, donated by the Woman’s Institute and the broken Bench Seat within the Compton Street Play Area. It was suggested that on this one occasion, the Parish Council undertakes the repairs in the interests of Public Amenity.

Agreed:
The Parish Council agrees to repair the following Bench Seats on this one occasion:

1. The Bench Seat on the corner of Compton Street just outside the Play Area.
2. The Bench Seat within the Compton Street Play Area.
3. The Bench Seat opposite the Church in Compton Street.

Vote: By a show of hands – Unanimous.

Action:
Cllr. P.Caffyn to initiate the repairs to the three Bench Seats as listed below:

1. The Bench Seat on the corner of Compton Street just outside the Play Area.
2. The Bench Seat within the Compton Street Play Area.
3. The Bench Seat opposite the Church in Compton Street.

Horse Manure

The problem of Horse Manure is raised within Cllr. Caffyn’s report. Whilst this is an ongoing problem, the Parish Council can effectively do very little to stop the problem arising. An article in the Parish Magazine was considered appropriate.

Action:
Cllr. P.Caffyn to draft an article for publication in the Parish Magazine concerning Horse Manure being left on Public Footpaths in the Parish.

15. Parish Plan – progress.

a) Minutes of the “Parish Plan Public Meeting – 23 May 2006”.

Cllr. A.Walmsley presented the Minutes of the Public Meeting set up to elect the Members of the Parish Plan Committee. These Minutes are as per Appendix “L”.

16. Outstanding Issue from the Annual Parish Assembly.

a) Unightly fence around building site in Compton Street.

This subject was covered under Item 4 above.

A.O.B.

1. Cllr. A.Walmsley commented that the Hampshire Chronicle appear to fairly and accurately report on the Parish Council activities now that the Monthly report of Parish Council meetings is submitted to them.

2. Cllr. J.Dolphin as Chairman has been considering the holding of Parish Council meetings at an alternate venue. The purpose of this is to encourage greater attendance from members of the Public and it was suggested that one such venue could be Shepherds Down School.

Action:

Cllr. J.Dolphin and Cllr. P.Caffyn to explore the possibility of occasionally holding the Parish Council meetings at an alternate venue and report back to the Parish Council.

3. Cllr. J.Dolphin, as Chairman, reminded Councillors That as a result of the elections of new Convenors, all papers/documents etc., as appropriate, should be passed to the new Convenors with a full "Hand Over".

17. Date of Next Meeting.

4th July 2006

Compton and Shawford Parish Council

Minutes of the Compton and Shawford PARISH COUNCIL MEETING held on Tuesday 4th July 2006 in the Compton Room, Shawford Parish Hall, starting at 7.15pm.

Present:

Mr. A.Walmsley, 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.

2 Members of the Public

Before the meeting started, Cllr. A.Walmsley advised that Mr. David Croker had passed away the previous weekend. David Croker had been the District Councillor for many years and had been closely involved in the Parish Council's negotiations over the M3 motorway issue. It was requested that a one minute silence be observed as a mark of respect. This was duly observed.

1. **Correspondence** circulated to all members for their response.
The correspondence file containing the correspondence for the month of May 2006 was circulated to all Councillors in attendance.

2. **Apologies for absence.** Cllr. Mr. G.Beckett
County Councillor Charlotte Bailey.

3. **Minutes - To approve the minutes of the meeting held on 6th June 2006 (as circulated)**
There were no issues arising.

Agreed:

The Parish Council agreed that the Minutes of the meeting held 2nd May 2006 as circulated, were a true record of that meeting.

Proposed:- Cllr. P.Caffyn

Seconded:- Cllr. M.Shaw

Vote:- Unanimous

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.

Action Point ID 568 has been concluded in that the September Parish Council meeting will be held in Shepherds Down School.

Action:

Cllr. P.Caffyn to advise the Clerk of the details regarding facilities available at Shepherds Down School for the September Parish Council Meeting, together with the arrangements to be made for the preparation of a Meeting room.

Action Point ~~ID585~~ **ID595** continues to be outstanding, Cllr N.Campbell-White has not progressed this issue to-date.

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. Richard Trussler and Mrs. Angela Trodd were in attendance and raised the issue of the Footpath from Hurdle Way to Compton Street. The main points raised were as follows:-

- Significant amounts of Horse Droppings were regularly deposited on the Footpath.
- This is perceived to be a danger to the children using the footpath when going to and from Compton primary School.

- There are no signs at the beginning or end of the footpath, prohibiting horses from using the Footpath.
- It is a footpath, not a bridleway.
- There is a lot of support from many parents of children at Compton School, to have this matter rectified.
- It was requested that signs prohibiting horses from using the Footpath be put up at the beginning and end of the Footpath.

Responding on behalf of the Parish Council, Cllr P.Caffyn advised as follows:-

- The Landowner, upon whose land the Footpath is located, is entitled to give permission to horse riders to use the Footpath.
- Currently, it is not known who the Landowner is.
- Accordingly, Hampshire County Council will not put up signs prohibiting horses from using the Footpath.
- It was thought that perhaps the Highways Agency own the land in question, but this is yet to be determined.
- The Parish Council could put up signs, to horse riders to use the adjacent grass strips, but by doing so could become liable for any accident that occurs as a result of horse riders following this advice.
- This, the Parish Council would not wish to do.
- The Rights of Way officer at Hampshire County Council is looking into this matter and is yet to revert.
- The Highways Agency will be contacted to arrange cleaning of the Footpath.

Action:

Cllr. P.Caffyn to contact the Highways Agency and arrange for them to clean the Footpath from Hurdle Way to Compton Street, on a weekly basis.

- The ownership of the land upon which the Footpath is located, continues to be investigated.
- It was suggested that "Polite Notices" be put up by the Parish Council, requesting horse riders not to allow their horses to foul the footpath.

Agreed/Action:

Cllr. P.Caffyn to arrange for "Polite Notices" to be put up at the beginning and end of the Footpath between Hurdle Way and Compton Street, requesting horse riders not to allow their horses to foul the footpath and should they do so, to clear the mess.

Vote: By a show of hands – Unanimous.

The Meeting will be re-opened.

5. **Police Report.**

Police Constable Mark Smith was not in attendance and had not submitted a written report.

a) Noise pollution/disturbance – Police involvement.

This issue was raised at the previous meeting and Police Constable Mark Smith had advised the Clerk of the Police's position on the subject. This is as per Appendix "B".

6. **District Councillor's Report.**

District Councillor Murray Macmillan reported orally as follows:-

Aircraft Noise:

- A new "Routing Trial" commenced some ten days ago.
- This has resulted in Aircraft passing over Compton and Shawford
- Significant increases in noise had been experienced within the Parish.
- Numerous complaints are being collected by Murray Macmillan.
- There is concern that the Consultative Committee will not be able to do anything.
- This "Test Period" will end by the end of July 2006.
- It is not known whether aircraft will revert to the original routing.
- All Parishioners should be encouraged to write their complaints to Murray Macmillan, individual complainants are preferred as opposed to group complainants.
- Murray Macmillan is organising a meeting on the 18th July 2006 to discuss the format and content of a resolution to be forwarded to Winchester City Council.

- From this it is anticipated that a resolution will be forwarded to Eastleigh Council, which, although not enforceable, will give significant publicity to the issue.

Independent Advisory Panel to the Army.

- Murray Macmillan has joined this Panel.
- He will also be the Chairman.

In respect of the Aircraft Noise issue, Cllr. N.Campbell-White had contacted Paula MacPherson (Community Executive) at Southampton Airport and received a different story concerning the change of routing. The change was stated to be because of a breakdown in the ILS system. Additionally, the operating times for aircraft to enter and leave Southampton Airport were stated to be between 6-00am and 11-00pm – this being different to previous understanding.

Action:

District Councillor Murray Macmillan to obtain specific assurances from Chris Butler, M.D. Southampton Airport, concerning the correct routing of Aircraft into and out of Southampton Airport.

The need to publicise the benefit that could be obtained by residents writing to complain about Aircraft noise, was emphasised. To publicise this, it was suggested that the Parish Council e-mail the various Residents Associations, requesting them to encourage their members to complain individually.

Action:

District Councillor Murray Macmillan to draft an e-mail concerning the request for Residents to complain about Aircraft noise and forward it to the Clerk for onward submission to the various Residents Associations within the Parish.

Cllr. A.Walmsley advised that the Planning Application concerning “Littlestowe” was to go to the D.C.C. meeting on Thursday, 6th July 2006. There was nobody available to attend on behalf of the Parish Council, therefore Murray Macmillan was requested to attend and put forward the Parish Council’s objections. Murray Macmillan agreed to do this and would be fully briefed by Cllr. A.Walmsley.

7. **County Councillor’s Report.**

County Councillor Charlotte Bailey was not in attendance, but had submitted a written report which is as per Appendix “C”.

There were no matters arising or questions raised.

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

Cllr. T.Threlfall’s report is as per Appendix “D”.

Cllr. Threlfall had nothing to add to his report apart from advising that the water levels in the Navigation are very low.

9. **Transport matters.**

There were no issues arising.

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

Cllr. J. Richardson 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”.

b) Land Registry - Registration of Parish Council owned Land.

Cllr. N.Campbell-White advised that he had proceeded as far as he could with this issue, and required further guidance from the Parish Council. The following had been established:-

- The ownership of Land was not as previously thought.
- The Land upon which the Parish Hall is located is not registered.

- The land upon which the Victorian Jubilee Memorial is located is owned by the Highways Agency.
- The corner of land just outside the Compton Street Play Area is owned by the Parish Council and registered as such [according to White & Bowker](#).
- Ownership of the strip of land opposite the School in Compton street, is unknown. Hampshire County Council say they do not own it. Possibly it is owned by the Church Commissioners. Do we register it? It would be preferable to exhaust all possible avenues of enquirey before arbitrarily registering it.

Action:

Cllr. J.Dolphin to make enquiries through the Parochial Church Council and the Rector as to the ownership of the strip of land adjacent to church Field, opposite the School in Compton Street, and report back to the next meeting.

- It was emphasised that the Parish Council needs to undertake the registration of all its Land in one single transaction.
- All issues regarding the Memorial Playing Field have been resolved with the exception of one small corner that should have been returned with the "Returned Land".
- It is believed that this piece of Land is still owned by the Highways Agency and should be returned under the terms of the "Critchel Down Rules".

Action:

Cllr. N.Campbell-White to proceed with the acquisition of the small corner of land at the Memorial Playing Field, currently owned by the Highways Agency, which should have been returned to the Parish Council with the "Returned Land".

- c) Jubilee Pavilion – Insurance of Fixtures and Fittings – Letter of Agreement with the Sports Club.

The Clerk, as instructed, had prepared a draft "Letter of Agreement" to be signed by the Parish Council and the Sports Club, to cover the issue of "Fixtures and Fittings" within the Jubilee Pavilion.

Agreed/Action:

The issue of the "Letter of Agreement" to be signed by the Parish Council and the Sports Club, to cover the issue of "Fixtures and Fittings" within the Jubilee Pavilion, to be finalised by Cllr. N.Campbell-White, Cllr. J.Dolphin and the Clerk.

Vote: By a show of hands – Unanimous.

Internal Audit.

The Clerk advised the meeting that the Internal Audit had now been completed and no issues raised. The Annual Return to the External Auditor had been completed and the accompanying documents prepared. All these documents had now been signed by the Chairman.

Part of this process is the updating of the document "Audit Report and Risk Assessment of Financial Systems' Internal Controls". This had been done by the Internal Auditor and the resultant updated printed document is held on file and is available for inspection.

Cllr. N.Campbell-White requested that it be minuted that this was a successful Audit and wished a vote of thanks be given to the Clerk for attending to this issue on behalf of the Parish Council. This was unanimously agreed by all Councillors in attendance.

11. Planning Committee - Convenor's report.

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

- a) Applications and decisions.

Planning Applications and Decisions for the month of June 2006 are as per Appendix "H".

Cllr. Walmsley commented on his being disillusioned with Winchester City Council, Planning Department due to the following:-

- It was reported that the Planning Application concerning Ballakitch was going to Committee – but this Planning Application had been withdrawn.
- The Planning Application concerning Littlestowe was going to Committee, but this fact was not advised to the Parish Council who had made objections.

For these reasons, the efficiency of the Planning Department is questioned.

With regard to "Littlestowe" going to Committee, District Councillor Murray Macmillan will speak on behalf of the Parish Council. (see item 6 above). It was pointed out that with the submission of amended plans for this development, it will be difficult to make a meaningful objection, there being now no strong planning grounds to object.

Cllr. Walmsley advised that Winchester City Council had requested the Parish Council's agreement to the naming of the new road resultant from the development at The Merries/Ballakitch, to be "Laura Close".

Action:
The Clerk to advise Winchester City Council that the Parish Council has no objection to the name of "Laura Close" for the new road resultant from the development at The Merries/Ballakitch, on the understanding that the neighbouring households have been consulted.

b) South Winchester Park and Ride

This issue is covered within County Councillor Charlotte Bailey's report, see appendix "C".

In addition, Cllr. J.Dolphin had undertaken an Appraisal of the Alternative sites where the proposed Park and Ride facility could be located – this is as per Appendix "I".

Some discussion ensued, the main points being as follows:-

- The project is being partly funded by Central Government.
- Accordingly, the local M.P., Mark Oaten should now be involved.
- The Tarmac site proposal is said to involve the removal of 15 Beech Trees, although this is thought to be an exaggeration.
- The cost element is a significant factor when determining the chosen site – the Tarmac site would be more expensive.
- To involve the local M.P. Mark Oaten may be an issue for to Cllr. G.Beckett, who should be informed of the decision prior to the letter being sent to the M.P.

Action:
Cllr. J.Dolphin to write to the local M.P., Mark Oaten, to get his involvement in the proposed South Winchester Park and Ride project, as the project is to be partially funded by Central Government.

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

Cllr. M.Shaw's report is as per Appendix "J".

a) Compton Street Play Area.

Covered within Cllr. Shaw's report, see appendix "J".

Cllr. Shaw advised further as follows:-

- The Dustbin had now been replaced.
- The Goal posts will be inspected before any action is taken.

Action:
Cllr. N.Campbell-White to inspect the Goal Posts in the Compton Street Play Area and make recommendation as to any remedial action necessary.

- The replacement of the Handrail to be undertaken under the authority of the Convenor of the Playing Fields Management Committee.
- Bench Seat repairs – to be addressed by the Playing Fields Management Committee.

b) Maintenance of land surrounding Jubilee Pavilion and Jubilee Pavilion Car Park.

Cllr. N.Campbell-White advised that the work had partially been completed, that which is outstanding is the removal of large lumps of earth, rolling and seeding. It is uncertain when this will be completed, the Contractor rarely seems to be on site. Additional work has been requested which is the filling in of a ditch. This has possibly been delayed by the delay in getting the overhanging trees cut back.

Cllr N.Campbell-White will be away until the end of July, and it is unlikely that the work will be completed and an invoice for payment submitted before then. Accordingly, the "sign off" of the work will be left to Cllr. N.Campbell-White upon his return.

c) Landscaping of Memorial Playing Field around Third Tennis Court.

The outstanding work which the contractor, Designer Gardens, failed to complete has been quoted for by Jim Kimber. The cost of this outstanding work is quoted at £1,736-00.

It was pointed out that the need to get this long outstanding work completed was urgent and it is preferable to get the Parish Council's standing contractor who already looks after the playing fields to repair the unfortunate position that the Parish Council has gotten into, resolved. For this reason, it was considered quite acceptable not to go through the usual three quote procedure on this occasion. It was a case of "Repair" rather than "new work".

Action:

The Clerk to terminate the Contract with Designer Gardens for the Landscaping of the Land around the third Tennis Court at the Memorial Playing Field.

Agreed/Action:

The Clerk to accept the quotation from Jim Kimber concerning the completion of the Landscaping around the third Tennis Court at the Memorial Playing Fields, to the cost of £1,736-00.

Vote: By a show of hands – Unanimous.

In addition, Jim Kimber had been requested to quote for cutting back trees around the Memorial Playing Fields. Three quotations were obtained for this work as follows:-

1. Jim Kimber - £1,550-00
2. Mulberry Tree Services - £1,650-00
3. John Gibbs - £1,725-00

It was proposed that Jim Kimber's quotation be accepted and it was confirmed that the cost of this work had already been budgeted for.

Agreed:

The Parish Council accepts the quotation from Jim Kimber for the raising canopy of all the trees surrounding the Memorial playing Fields to approximately three metres at the cost of £1,550-00.

Vote: By a show of hands – Unanimous.

Action:

The Clerk to accept the quotation from Jim Kimber for the raising canopy of all the trees surrounding the Memorial playing Fields to approximately three metres at the cost of £1,550-00.

d) Play Area within Shawford Village.

Cllr. M.Shaw had attended a meeting of the Shawford Village Residents Association where it was thought that there was limited interest in the Parish Council providing this facility. It was emphasised that this matter was outstanding in the "Open Space Strategic Plan" for Compton and Shawford and that there are funds within the Open Space Fund for projects such as this. Cllr. M.Shaw advised that she will continue to pursue the issue.

e) Jubilee Pavilion – extension of terracing.

This project has not been commenced as yet by the Sports Club.

f) Fun Day – 3rd July 2006

It had been verified that no damage to the Memorial Playing Field had been caused by vehicles parking on the playing field during the recent "Fun Day".

13. Parish Hall.

(a) Report from our rep on CASCA Management

Cllr. J.Millar's had not submitted a report as there had not been a meeting of the CASCA Management Committee. A meeting is to be held on Friday 7th July 2006. It was

mentioned that the Parish Hall would be closed for the month of August for some refurbishment work.

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

Cllr. P.Caffyn’s report is as per Appendix “K”.

a) Shawford Down

b) Victorian Jubilee Memorial – Refurbishment.

Cllr N.Campbell-White advised that whilst the Scrub clearance issue had not been progressed with the Highways Agency, it was understood that a “Cultivation Order” could be obtained for the land upon which the Victorian Jubilee Memorial stands.

It was asked as to when Scammel & Higgins were to commence work on the refurbishment. Cllr P Caffyn advised that despite chasing Scammel & Higgins, a date had not been determined.

Draft copies of the proposed landscaping scheme, produced by Kate Morgans, is currently being discussed with local residents.

c) Trees – Parish Hall/Pearsons Lane

Covered in Cllr.P.Caffyn’s report, Appendix “K”.

d) Cycle Lanes

The draft letter referred to in Cllr. P.Caffyn’s report, was sent to Hampshire County Council, a response is awaited.

e) Bench Seat repairs

Covered in Cllr.P.Caffyn’s report, Appendix “K”.

f) Horse Manure

Issue covered under item 4 above.

g) Road Ownership – Shepherds Lane.

This matter is awaiting the results of investigations being undertaken Cllr. G.Beckett who was not in attendance. Deferred to the next meeting.

h) Supply of “signs” concerning Dog Faeces.

This matter has not been progressed, deferred to the next meeting.

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

- The hedges along the footpath opposite the School had been cut back.
- The trees and hedges along the road opposite the Jubilee Pavilion had been cut back.
- The grass/scrub along the navigation bank by Park View Cottages:-
 - Most householders maintain the bank outside their properties.
 - Some do not or are unable to do so.
 - It is unknown whose responsibility this is.
 - It was suggested that it may be the Department of Environment’s responsibility.

Action:
Cllr. P.Caffyn to investigate who is responsible for grass/scrub clearance along the bank of the Navigation, opposite Park View Cottages and report back to the next meeting.

15. Parish Plan – progress.

a) Progress update

A report of the current position of the Parish Plan Project is contained within Cllr. A.Walmsley’s report, see Appendix “G”.

The Clerk raised the matter of transferring the £1,500 to the Parish Plan Committee and questioned the Parish Council’s authority to transfer these funds as they were granted to the Parish Council by DEFRA, not to the Committee who are not part of the Parish Council. It was stated that the application for the grant was for the specific purpose of

the Parish Plan and that the Constitution of the Parish Plan Project adequately protects against the misuse of these funds.

A.O.B.

1. The Chairman raised the matter of the "City of Winchester Trust" holding a Stakeholder meeting at Bushfield Camp and asked if anybody would attend on behalf of the Parish Council.

Action:

Cllr. J.Richardson to attend the "Stakeholder Meeting" being arranged on 24th July by "Winchester City Trust" at Bushfield Camp, as representative of Compton and Shawford Parish Council.

2. The Chairman referenced the publicity leaflet issued by Hampshire County Council concerning Primary School admissions. It was questioned whether the Parish Council should publicise this matter. It was concluded that a one line statement will be put in the Parish Magazine.
3. Binstead Parish Council are looking for a Parish Council to "second" a motion to be put before the HAPTC Annual General Meeting concerning the legitimacy of the South East England Regional Assembly to represent the views of the people in the region as an unelected body.. There being no strong collective view by the Parish Council, it was considered that this Parish Council will leave it to another Parish Council to "Second" the motion.
4. The Clerk raised the issue of the Bank Signature Mandates. Currently, the Convenor of the Administration and Finance Committee is not an Authorised Signatory. In view of the extensive work required to update the Bank Signature Mandates, it was agreed that the current position will be left as it is for the foreseeable future.

16. Date of Next Meeting.

The next meeting will take place at Shepherds Down School on the 5th September 2006

Compton and Shawford Parish Council

Minutes of the Compton and Shawford PARISH COUNCIL MEETING held on Tuesday 5th September 2006 in Shepherds Down School, starting at 7.15pm.

Present:

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

In attendance: County Councillor Charlotte Bailey.

4 Members of the Public

This Parish Council meeting was exceptionally held in Shepherds Down School with the intention of encouraging greater attendance by members of the Public. The occasional variation of venue was considered appropriate in trying to generate greater interest in the Parish Council's activities.

1. **Correspondence** circulated to all members for their response.
The correspondence file containing the correspondence for the months of July and August 2006 was circulated to all Councillors in attendance.
2. **Apologies for absence.**
There were no apologies for absence.
3. **Minutes - To approve the minutes of the meeting held on 4th July 2006 (as circulated)**
The following corrections to the Minutes of the meeting held on 4th July 2006 were agreed:-
 1. Page 1, Item 4, "Action point ID585" should read "Action Point ID595".
 2. Page 4, item 10, second bullet point to have the words "according to White and Bowker." Added at the end.
 3. Page 4, item 10, sixth bullet point "Critchel Down Rules" should read "Crichel Dow Rules".
 4. Page 6, item 12 c), second paragraph, line 4, the word "gotten" to be replaced with the word "got".

There being no other changes or amendments requested, the amended Minutes were put to the Parish Council for consideration..

Agreed:

The Parish Council agreed that the Minutes of the meeting held 4th July 2006, as circulated and subsequently amended as above, were a true record of that meeting.

Proposed:- Cllr. N.Campbell-White

Seconded:- Cllr. M.Shaw

Vote :- Unanimous

The Chairman signed the minutes of the meeting held 4th July 2006, 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

Action point ID598 required Cllr J.Dolphin to arrange for the local MP to be involved in the proposed South Winchester Park and Ride issue. Subsequent to the Public consultation and due to Mark Oaten's decision to stand down as MP, it was considered not to be appropriate to progress this Action Point. ID598 will therefore be removed.

Action Point ID594 had been resolved by the Rector advising that the Church had no interest in the Land in question. The Chairman holds an e-mail from the Rector covering this issue. The action point to be removed.

Action Point ID599 has been completed by Cllr. N.Campbell-White advising that he had inspected the Goal Posts and had concluded that all that is needed is for a coat of "Hammerite" type paint to be applied.

Action:

Cllr. M.Shaw to arrange for the Goal Posts in the Compton Street Play Area to be re-painted with a "Hammerite" type of paint.

All other Action Points remain outstanding and are being progressed.

Matters Arising.

There were no "Matters Arising" raised.

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. D.Thomas raised the matter of continual Road Works along Otterbourne Road and enquired whether the Parish Council were in a position to get the Highways Authority to manage such Road Works in a manner that would cause less disruption to local Residents.

Cllr. G.Beckett had made enquiries on this subject and his report as District Councillor covers these issues. The points made were as follows:-

- Otterbourne Road, being the original "Main Road" has all of the "Services" under it.
- Hampshire County Council, the Highways Authority, can only respond to the various Services providers who request permission to dig up the road. They cannot undertake a co-ordination role.
- The Services Providers do not co-ordinate their work schedules amongst themselves.
- Hampshire County Council can only be guided by the Services Providers as to the length of time a specific piece of work will take.
- Penalties can be imposed on a Service provider if the work overruns the time allocated.
- The Public is advised of any forthcoming Road Works by a notice being published in the local press.
- The Parish Council is advised, but in the case of Otterbourne Road, the major part of the work is in the Parish of Otterbourne and therefore Compton and Shawford would not necessarily be advised.
- The hours of actual working appears unsatisfactory and the organisation of the temporary Traffic lights could be organised better.
- It is now understood that the current road works are to be extended until 9th October 2006, due to technical difficulties encountered.

Action:

County Councillor Charlotte Bailey to relay the Parish Council's and local Residents concerns on the continuing and disruptive road works in Otterbourne Road, to the Highways Authorities and to report back to the next Parish Council meeting.

Mr. and Mrs. ~~Wickerby~~ Rickaby raised the problem of excessive Car Parking in Attwoods Drove. With the ever increasing number of road vehicles requiring parking in and around Attwoods Drove/Martins Field, a significant problem to Residents is getting worse. Emergency vehicles often find it impossible to access houses in the area. Some possible solutions have been discussed but either the Land owners or some of the local Residents have vetoed any proposals to make more off road Car Parking available. It was therefore asked whether the Parish Council could intervene.

The Parish Council fully appreciates the concerns of the Residents, but unfortunately does not have the powers to initiate a solution. The problem is exacerbated by the nature and design layout of the houses in Attwoods Drove in that many houses do not have a Road frontage.

Action:

Cllr. G.Beckett, in his capacity as District Councillor, will raise the matter of Car Parking in Attwoods Drove, with the Housing Officer, Winchester City Council.

The Parish Council confirmed that it will support the Residents of Attwoods Drove in their quest for a solution to the Car Parking problem, but is not optimistic that a solution will be found.

The Meeting will be re-opened.

5. **Police Report.**

There was no Police representation in attendance and no written report submitted.

a) **Partnership Parish Council Forum**

An invitation to the Police "Partnership Parish Council Forum" had been received and was briefly discussed. There being little or no interest in this matter, it was accepted that nobody from this Parish Council will attend.

6. **District Councillor's Report.**

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

There were no matters arising or questions raised.

a) **Aircraft Noise**

District Councillor Murray Macmillan had informed District Councillor G.Beckett that no further progress on this issue, could be reported. It was pointed out that the recent increase in Aircraft noise which was thought to be as a result of a trial re-routing exercise, was in fact due to a breakdown in the I.L.S. system.

7. **County Councillor's Report.**

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

In respect of the "South Winchester Park and Ride" issue, it was emphasised that Cllr. Mel Kendall is taking over the responsibilities previously owned by Cllr Tim Knight. Cllr. Bailey will be sending Cllr. Kendall a précis of the main points relating to this issue and suggested the Parish Council do the same.

Action:

Cllr. J.Dolphin to draft a Précis of the main points of issue as seen by the Parish Council, concerning the proposed South Winchester Park and Ride facility, and submit the same to Cllr. Mel Kendall at Hampshire County Council by way of a briefing.

Cllr. Bailey also advised that the proposed new Bench Seat at Highways Road, if installed as part of the "Quality Bus Partnership Improvements" programme, will be maintained by the provider, not the Parish Council.

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

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

Cllr Threlfall advised the meeting that the refurbishment of the Navigation banks is anticipated to continue as far as Eastleigh. However, the news of this issue and the funding, was obtained from the Hampshire Chronicle and has yet to be verified.

The question of Cycleways along the banks of the Navigation was raised. It is anticipated that Sustrans would be involved, but as yet verification of the report in the Hampshire Chronicle is awaited. Hence, the question concerning Cycleways could not be answered.

9. **Transport matters.**

There were no matters raised.

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

Cllr. J.Richardson 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".

b) **Land Registry - Registration of Parish Council owned Land.**

▪ **Ownership of the Strip of Land opposite the Church.**

This matter had been addressed and a response from the Church had been received. See item 4 above where the Chairman, Cllr. J.Dolphin, holds a written response advising that it appears that the Church has no interest in this piece of Land. Accordingly, this piece of land will be registered into the Parish Council's name.

- Land in the corner of Memorial Playing Field.

Cllr. N.Campbell-White advised that this issue is still under investigation.

Cllr. N.Campbell-White acknowledged that there has been only slow progress on the matter of registering the Parish Council owned land at the Land Registry.

- c) Jubilee Pavilion – Insurance of Fixtures and Fittings – Letter of Agreement with the Sports Club.

The Clerk advised that the “Letter of Agreement” between the Sports Club and the Parish Council, duly signed by the Sports Club, had been received, This “Letter of Agreement” was therefore signed by the Chairman and the Clerk, one copy being returned to the Sports Club. As a result of this, an Invoice covering the Annual Rent, Contribution towards maintenance of the Pavilion and Playing field and the contribution towards the Insurance, has been sent to the Sports Club for settlement.

- d) Transfer of funds to the “Parish Plan Project”.

Instruction to Lloyds TSB Bank, for the transfer were signed by the Parish Council at this meeting and the instructions submitted to Lloyds TSB.

- e) New Fire Regulations in Parish Council Premises.

This issue was delegated to the Finance and Administration Committee for consideration and for recommendations to be made to the next Parish Council meeting.

- f) Freedom of Information Act

This issue was delegated to the Finance and Administration Committee for consideration and for recommendations to be made to the next Parish Council meeting.

11. Planning Committee - Convenor’s report.

Cllr. A.Walmsley’s report is as per Appendix “G”.

Cllr. A.Walmsley made the following additional comments:-

- Numerous new Planning Applications concerning Compton Down had been submitted.
- It is believed that such Planning Applications are being submitted to ensure consideration before the Local Area Design Statement for Compton Down is adopted.
- The Committee meeting to consider the Planning Application covering “Keld”, Hurdle Way, is due to be held on 14th September.
- There will be no Public Speaking at this Committee.

- a) Applications and decisions.

Planning Applications and Decisions for the months of July and August 2006 are as per Appendix “H”.

Cllr. A.Walmsley advised the meeting that he will be away for two and a half weeks and raised the question of somebody reviewing the weekly lists of Planning Applications and Decisions in his absence. It was concluded that Cllr. Walmsley’s absence should not impact the Parish Council’s need to review these documents and at the same time ensure any deliberations are undertaken within the deadlines set by Winchester City Council.

Cllr. Walmsley advised the meeting that he had received the consultation document on “Statement of Community Involvement” which required comments by 12th October 2006.

Action:

Cllr. J.Dolphin to undertake a review of the consultation document “Statement of Community Involvement” and ensure that any comments on behalf of the Parish Council are submitted before 12th October 2006.

Cllr. G.Beckett enquired whether the Parish Council had submitted comments on the “Compton Down Local Area Design Statement”. Cllr. Walmsley confirmed that such comments had been submitted.

Cllr. J.Dolphin referred to a letter received from Cllr. B.Lipscombe, Winchester City Council, offering to attend a Parish Council Meeting with a view to understanding the Parish Council's position on Planning issues, together with providing an insight to Winchester City Council planning policies.

Action:

Cllr. J.Dolphin to write to Cllr. B.Lipscombe, Winchester City Council, offering him a "slot" at either the October or November Parish Council meeting in order to discuss Planning issues.

b) South Winchester Park and Ride

Some discussion took place on this subject, the main points were as follows:-

- Cllr. G.Beckett, in his capacity as District Councillor, continues to have discussions with his colleagues on Winchester City Council.
- County Councillor Charlotte Bailey reported on this issue, see Item 7 above together with Appendix "C".
- A "summary" report on the Public Consultation process is awaited and little can be said until that report is published.

Action:-

Cllr. G.Beckett, in his capacity as District Councillor, to investigate the publication dates of the report resultant from the Public Consultation exercise on the proposed South Winchester Park and Ride facility.

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

Cllr. M.Shaw's report is as per Appendix "I".

a) Maintenance of land surrounding Jubilee Pavilion and Jubilee Pavilion Car Park.

The "ground work" has been completed and the area seeded, although an Invoice for this work has not yet been received from the Contractor. A quotation for the maintenance of this area has been received in the sum of £235-00 plus VAT per season from Jim Kimber.

Action:

The Clerk to accept the Quotation from Jim Kimber for the maintenance of the land to the north of the Jubilee Pavilion Car Park at a cost of £235-00 per season.

b) Landscaping of Memorial Playing Field around Third Tennis Court.

A quotation has been received for the Tarmacing required which is specified as £220-00. This Quotation is dependant upon the Contractor being awarded the contract of installing a Tarmac path around the northern edge of the original two Tennis Courts, to the third Tennis Court. This proposal has been put forward by the Tennis Club.

The Tennis Club have requested of the Parish Council permission to lay a tarmac path around the original two Tennis Courts, leading to the third new Tennis Court. **This request has not been received in writing to the Parish Council and no details of what is requested held in the Parish Council records.**

Some discussion on this matter ensued, the salient points being as follows:-

- It is understood that this path would be 1 meter wide.
- There is concern as to the levels that this path would follow.
- Concern was expressed on the impact that such a path would have on the "gang mowing" of the playing field.
- Any "digging out" of spoil to obtain appropriate levels would require adequate paving slabs to prevent erosion.
- Whilst the Tennis Club lease from the Parish Council, the major part of the land upon which this proposed path is to be located, it is still incumbent upon the Tennis Club to obtain the Landlords permission for such a path.
- It was pointed out that the cost of installing this proposed path would be borne entirely by the Tennis Club.

Agreed/Action:

The Parish Council approved in principle and consented to the request of the Tennis Club to lay a tarmac footpath from the existing path to the third tennis court at the Tennis Club's own expense subject to the Parish Council being satisfied that the design and level of the footpath will not adversely affect the maintenance of the adjoining playing field. Cllr. J.Richardson to obtain detailed plans prior to final consent being

granted.

Vote: By a show of hands, Unanimous.

With regard to the small area of Tarmac required as part of the Landscaping scheme around the third Tennis Court, the contingent quote of £220-00 is the third quotation received for the tarmac required as part of the Landscaping Project, albeit being contingent upon the Tennis Club undertaking the installation of a Tarmac Path to the Third Tennis court.

Action:

The Playing Fields Management Committee to review the detailed plans, levels and design of the proposed tarmac path to the Third Tennis Court, ensuring that any such path will not impact the gang mowing or maintenance of the Playing Field, and if found to be satisfactory to give permission to the Tennis Club to proceed. At the same time, assuming the Tennis Club is given permission to proceed and do proceed, instruct the Contractor to undertake at the same time, the tarmac required under the Landscaping project at a cost of £220-00 including VAT.

c) Compton Street Play Area – Goal Posts.

Covered under Item 4 above.

d) Play Area within Shawford Village.

Cllr. M.Shaw advised that no progress on this issue had been made.

e) Jubilee Pavilion – extension of terracing.

Cllr. Shaw advised that this is now complete.

Cllr. M.Shaw raised the matter of the contract with Jim Kimber for grass cutting on the Parish Playing Fields, which expires in December 2006. Previously, the Parish Council had arranged a three year contract and she enquired whether the Parish Council would consider another three year contract.

Agreed:

The Parish Council agrees to the establishment of a three year contract for Grass Cutting on the Parish Playing Fields.

Vote: By a show of hands, Unanimous.

Action:

Cllr. M.Shaw to obtain the appropriate quotations for a three year contract for Grass Cutting on the Parish Playing Fields, such contracts to run from 1st January 2007.

Whilst Cllr. Shaw advised that although the Bench Seats have been cleaned and oiled, the bench seat in the Compton Street play area has not been completed. Cllr. N.Campbell-White is understood to be sorting this one.

Cllr. M.Shaw advised that the main steel gate to the Play Area in Compton Street had, on occasion, been found wide open. A danger of people taking cars onto the Play Area is recognised and therefore Cllr Shaw proposed to install a chain and padlock to ensure that the gate remains locked. Jim Kimber is the only person who would need to open this gate, would be provided with a key.

Agreed/Action

Cllr. M.Shaw to progress with the installation of a chain and padlock on the main gate to the Compton Street Play Area.

Vote: By a show of hands, Unanimous.

13. Parish Hall.

(a) Report from our rep on CASCA Management

Cllr. J.Millar had not submitted a written report as there had not been a CASCA Management meeting and because the Parish Hall had been closed during August, but reported orally as follows:-

- A CASCA Management meeting will be held on 13th October 2006.
- The CASCA AGM is to be held on 14th November 2006.
- It is proposed to delegate the Christmas Party to the Parish Plan Committee due to a lack of attendance at a CASCA Christmas Party, but this is at the early

stages of discussion. Possible dates for such a party are the 1st or 8th December 2006.

- Due to sickness and resignations, the number of Officers undertaking the work of CASCA has reduced to four.
- The report from Mr. John Dowling concerning the possible future costs of maintaining the Parish Hall and Caretakers cottage, has been received. A copy of this report is held on file.

Action:

Cllr. J.Richardson and his Finance and Administration Committee to consider the report from Mr. John Dowling and make recommendations to the Parish Council as to the question of the Parish Council's contribution to the Parish Hall Sinking Fund.

- Cllr. J.Millar advised that the rents of the Parish Hall are to be increased.

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

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

a) Shawford Down

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

b) Victorian Jubilee Memorial – Refurbishment.

Covered within Cllr. P.Caffyn's report, Appendix "J". In addition, the Contractor has advised that the Refurbishment work will be completed by the end of September 2006.

A recent offer concerning the donation of a new bench seat to the Parish was discussed. Rather than placing yet another bench seat on Shawford Down and incurring additional maintenance responsibilities and costs, it was suggested that such a bench seat could be incorporated into the refurbished Victorian Jubilee Memorial.

Action:

Cllr. J.Dolphin to respond to Mrs. Jeanette Ball who offered to donate a new bench seat in memory of Grandfather, suggesting an alternative of an appropriate contribution to the restoration and refurbishment of the Victoria Jubilee Memorial which incorporates a bench, which the Parish Council would be delighted to acknowledge with a plaque in her grandfather's memory.

c) Cycle Lanes

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

e) Bench Seat repairs

Covered within Cllr. P.Caffyn's report, Appendix "J". Whilst the bench seat at the end of Hurdle Way is not owned by the Parish Council, Cllr. P.Caffyn strongly recommended that the Parish Council undertake its refurbishment. Accordingly, it is suggested that refurbishment of two bench seats which are not owned by the Parish Council be undertaken by the Parish Council, i.e., the bench seat opposite the church in Compton Street plus the bench seat at the end of Hurdle Way.

Agreed:

It is agreed that refurbishment of two bench seats which are not owned by the Parish Council be undertaken by the Parish Council, i.e., the bench seat opposite the church in Compton Street plus the bench seat at the end of Hurdle Way.

Proposed: Cllr. P.Caffyn

Seconded: Cllr. J.Richardson

Vote: Unanimous

f) Horse Manure

Subsequent to compiling her report, Cllr. P.Caffyn was made aware of large amounts of Horse Manure being deposited on the footpath between Hurdle Way and Compton Street. Hampshire County Council have been advised and they will undertake the necessary cleaning. Whilst it is accepted that the Parish Council cannot tell Horse Riders where to ride their horses, it is proposed to install notices at the beginning and end of this footpath advising Horse Riders that they will, if identified, be reported to the County Council if their horses foul the footpath.

Agreed/Action:

Cllr. P.Caffyn to arrange for the installation of notices at the beginning and end of the footpath between Hurdle Way and Compton Street, advising Horse Riders that they will, if identified, be reported to the County Council if their hoses foul the footpath.

Proposed: Cllr P.Caffyn

Seconded: Cllr. G.Beckett

Vote for: 8 votes

Abstentions: 1 vote.

Accordingly the motion was carried.

g) Notice Boards

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

Agreed:

The Notice Board at the end of Compton Street to be refurbished and re-sited nearer the Church and School and the Notice Board at the junction of Shepherds Lane and Field Way be removed and discarded.

Proposed: Cllr. P.Caffyn

Seconded: Cllr N.Campbell-White

Vote: Unanimous.

Action:

Cllr. P.Caffyn to draft a letter to the Shepherds Lane Residents Association advising them that the Notice Board at the junction of Shepherds Lane and Field Way will be removed and discarded.

h) Street Lighting

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

i) Telephone Kiosk – Martins Field

Covered within Cllr. P.Caffyn's report, Appendix "J". It was pointed out that the nature of the Telephone Kiosk and what it can or cannot be used for and whether it is coin operated or card operated is not the responsibility of the Parish Council. However, the Parish Council can relay any complaints received to British Telecom for them to address as appropriate.

Action:

Cllr. P.Caffyn to obtain the permission of the complainant concerning the change in status of the Telephone Kiosk in Martins Field, and to forward that letter of complaint to British Telecom for them to address the complaint.

j) Supply of "signs" concerning Dog Faeces.

Cllr. P.Caffyn advised that no progress on this issue had been made.

k) Grass/Scrub clearance along the bank of the Navigation.

Covered under item 8 above.

l) Road Works – Otterbourne Road.

Covered under the session open to the Public, see above.

m) White/Yellow Lines – Attwoods Drove and elsewhere – Parking Problems

Covered under the session open to the Public, see above.

Cllr. P.Caffyn advised the meeting that an instance of "fly tipping" had occurred on land owned by Network Rail, at the entrance to Walcons Yard. Network Rail had been informed.

P.Caffyn had been requested to arrange for the provision of "Dog Bins" along the Navigation. Questions were raised as to whether the Parish Council wanted such Dog Bins. It was also stated that it is possibly the Land Owner who would be responsible for the provision and maintenance of such Bins.

Action:

Cllr. P.Caffyn to establish who is responsible for the footpath along the Navigation and whether they would be responsible for the installation on "Dog Bins".

15. **Parish Plan – progress.**

a) Progress update

There was some discussion as to whether Mr. Peter Betts, Chairman of the Parish Plan Committee” should provide the Parish Council with a monthly progress report. The main points were as follows:

- As Sponsors of the Parish Plan project, the Parish Council should maintain a monitoring function to ensure no criticism arises in the future.
- The Parish Plan project is not a Parish Council project and must not be constrained or influenced by the Parish Council.
- Cllr. A.Walmsley, the Parish Council representative on the Parish Plan project advised that the project is progressing and that full details can be found on the Parish Plan WEB site.
- There being no consensus of opinion on this subject, discussions were stopped.

Action:

Cllr. A,Walmsley to advise Mr. Peter Betts, Chairman of the Parish Plan Committee, of the Parish Council’s discussions relating to the matter of reporting on progress of the Parish Plan.

16. **Winchester Villages Trust – appointment of new Representative.**

The Chairman, Cllr. J.Dolphin, had received a response from Mrs. Lynne Spickernell, outlining the responsibilities of a Parish Council Representative on the “Winchester Villages Trust”. Details of these responsibilities are as per Appendix “K”.

These responsibilities were circulated to all Parish Councillors prior to the meeting.

Agreed:

The Parish Council agree not to appoint a Representative to the “Winchester Villages Trust” in replacement of Mrs. Lynne Spickernell.

Vote: By a show of hands, Unanimous.

Action:

Cllr. J.Dolphin to draft a letter to the “Winchester Villages Trust” advising them that the Parish Council will no longer send a Parish Council Representative to the Trust, but will be pleased to receive copies of their Annual Report.

17. **Older Persons Wellbeing Strategy Workshops.**

This subject was briefly discussed, but due to the lack interest it was concluded that no further action would be taken.

A.O.B.

1. Annual Civic Service.

Due to changes at the church and the difficulty in finding a possible preacher, Otterbourne Parish Council who were to host this years Annual Civic Service, suggested that this years event be deferred.

Agreed/Action:

Cllr. J.Dolphin, as Chairman, to draft a letter to the Chairman of Otterbourne Parish Council agreeing to the deferment of this years Annual Civic Service.

Vote: By a show of hands, Unanimous.

Subsequent to this Parish Council Meeting, the Chairman of Otterbourne Parish Council telephoned the Chairman and advised that a Preacher had been found and that the Civic Service for the combined Parish’s of Otterbourne and Compton & Shawford will proceed on the 29th October 2006 at Otterbourne.

The Chairman, Cllr. J.Dolphin, expressed the Parish Council’s thanks to Cllr. P.Caffyn and Shepherds Down School for arranging and allowing the Parish Council to use the facilities of the School to hold this Parish Council meeting.

18. **Date of Next Meeting.**

3rd October 2006

Compton and Shawford Parish Council

Minutes of the Compton and Shawford PARISH COUNCIL MEETING held on Tuesday 3rd October 2006 in the Compton Room, Shawford Parish Hall, starting at 7.15pm.

Present:

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

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

Shawford Down.

Mr. Charles Cuthbert and Mr David Ball, both from Hampshire Countryside Services, attended the meeting to give a brief presentation on progress for the Management of Shawford Down. The main points were as follows:-

- A map showing the proposed fencing of the Down to enable Highland Cattle to graze the Down was presented. This Map is held on file.
- Numerous Gates feature in the proposals, which facilitates easy access to the Down for members of the Public.
- There will be no restrictions on the public using the Down, including free running dogs.
- The Woodland area of the Down will not be enclosed within the fenced areas.
- Some funding for the project has been received including a Capital sum from the Malms development.
- A contribution from the Parish Council was suggested.
- Quotations for the Fencing are being sought, such fencing consisting of "Stock Netting" with two strands of "Barbed Wire" along the Top. This conforms with the necessary safety considerations. Additionally, the fencing will be installed in a manner whereby it will, to a great extent, be hidden within the hedges/shrubbery.
- As the work commences, it is anticipated that many questions will be raised by members of the Public.
- Accordingly it is proposed to publicise in a timely manner the proposed activities, Articles in the Parish Magazine and Hampshire Chronicle are being organised. Additionally, a letter will be provided for circulation to members of the Southdown Residents Association, together with notices to be put up on the Down.
- Questions concerning Public Liability Insurance were answered by confirmation that Hampshire County Council are responsible for such Insurance.
- It is proposed that 6 Highland Cattle will graze the down for periods up to two months a year between October and March each year.
- It is understood that these cattle do not pose a threat to either pedestrians or dogs running free within the fenced off areas.
- It is anticipated that the fencing will be a permanent feature of the Down.

The Chairman, Cllr. J.Dolphin, thanked Charles Cuthbert and David Ball for their progress update.

1. Correspondence circulated to all members for their response.
The correspondence file containing the correspondence for the month of September 2006 was circulated to all Councillors in attendance.
2. Apologies for absence. Cllr. Mr. G.Beckett
Cllr. N.Campbell-White,
3. Minutes - To approve the minutes of the meeting held on 5th September 2006 (as circulated)
On page 2, the name "Wickerby" should read "Rickaby".
On page 3, penultimate line "...be registered into the....." should read "...registered in the".
No other changes were requested.

Agreed:

The Parish Council agreed that the Minutes of the meeting held 5th September 2006 as circulated and amended, were a true record of that meeting.

Proposed:- Cllr. J.Millar

Seconded:- Cllr. P.Caffyn

Vote:- Unanimous

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.

The Outstanding Action Points were covered within the reports submitted.

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. Richard Skipper of the Southdown Residents Association raised the matter of the Planning Application in respect of "Littlestowe". The main points discussed were as follows:-

- The Planning Department had lost 6 letters of complaint concerning this Application. Only after the Application was permitted, albeit with conditions, were these lost letters of objection found.
- It was pointed out that only letters that object on "accepted Planning issues" would have been taken into consideration.
- It was understood that the Planning Department may be in a state of chaos due to a shortage of staff.
- Mr. Richard Skipper is having meetings with Winchester City Council, Planning Department, to discuss these matters.
- The Parish Council did not think it appropriate to formally write to the Planning Department at this point, but would rather refer the matter to Cllr. Barry Lipscomb who has offered to attend a Parish Council meeting to discuss general Planning Issues. A request for such a meeting had been submitted some four weeks ago and a response is still awaited.
- It was becoming apparent that Winchester City Council "Planning Procedures" are not being adhered to.

Action:

The Clerk to chase for a response to the request for Cllr. Barry Lipscomb to attend a Parish Council meeting to discuss general issues relating to Planning.

The Meeting will be re-opened.

5. **Police Report.**

There was no representation from the Police in attendance, nor any report submitted.

6. **District Councillor's Report.**

District Councillor Murray Macmillan reported upon activities relating to Eastleigh Airport, the main points being as follows:-

- Cllr. Macmillan attended the launch of the new Embraer Aircraft.
- This new aircraft is anticipated to result in a 35% reduction in noise and 20% reduction in pollution.
- It is anticipated that introduction of the new Aircraft by Flybe will commence early in 2007.
- This will result in the phasing out of the Flybe BAe146 aircraft.
- A small Committee of Parishes is being established with the first meeting to take place on 18th October 2006.
- This Committee is intending to bring pressure on the authorities concerning noise pollution from the Airport.
- A subsequent proposal is to organise a petition to get incoming/outgoing aircraft to follow a route to the North East of Winchester.

District Councillor G.Beckett was not in attendance, but had submitted a report which is as per Appendix "B".

Within his report, Cllr Beckett reported upon the proposed South Winchester Park and Ride facility and the Matterly Bowl Motorcross. There were no issues arising.

7. **County Councillor's Report.**

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

Park and Ride.

Cllr. Bailey requested that the Parish Council submit questions/comments to her in advance of her meeting with Stuart Jarvis on 19th October 2006, this being in connection with the proposed South Winchester Park and Ride facility.

Highways

Copies of the exchange of correspondence concerning the continuous roadwork's in Otterbourne Road is contained in the Correspondence File. It was noted that yet again Otterbourne Road is being dug up, but this is believed to be a continuation of the recent laying of a new gas main.

Speeds

Some discussion took place regarding the temporary installation of "Flashing Speed Indicators" within the Parish. There was no conclusion as to whether this was wanted or not.

Itchen Navigation.

A newsletter on this subject had been received by the Parish Council, which had been reviewed by Cllr T.Threlfall. In his opinion, nothing significant was revealed.

Hampshire Action Teams.

A reorganisation of Hampshire County Council is resulting in the elimination of numerous Committees, which are being replaced with Hampshire Action Teams. The benefits of this are awaited.

a) Road Works – Otterbourne Road.

See above.

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

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

Cllr. Threlfall referenced the "Itchen Navigation Newsletter", advising that nothing new was published. Additionally, Cllr Threlfall mentioned that it appears that the Water Voles living in the Navigation had disappeared due to Mink having been released into the wild.

9. **Transport matters.**

There were no matters arising.

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

Cllr. J.Richardson'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) Land Registry - Registration of Parish Council owned Land - Land in the North East corner of Memorial Playing Field.

Further to Cllr. Richardson's report, the Clerk advised that a "Search" at the Land Registry had been undertaken concerning the small piece of land in the North East corner of the Memorial Playing Field. This search revealed that there was no registered interest in the parcel of Land and consequently an interest in acquiring the Land had been sent to the Highways Agency. A response is awaited.

c) New Fire Regulations in Parish Council Premises.

Covered with Cllr. Richardson's report, Appendix "E".

d) Freedom of Information Act

Covered with Cllr. Richardson's report, Appendix "E".

e) Parish Hall Sinking Fund

Covered with Cllr. Richardson's report, Appendix "E".

f) Tarmac adjacent to Site of Old Pavilion.

Covered with Cllr. Richardson's report, Appendix "E".

Cllr. Richardson also advised that the quotation of £220-00 was valid as a "Stand alone cost". As the Parish Council have the required three Quotations for this work and as the quote of £220-00 is the most reasonable, the Parish Council accepts the quotation.

Action:

Cllr. J.Richardson to initiate acceptance of the quotation for the Tarmac of the small area adjacent to the site of the old pavilion and to ensure that such Tarmac is done when the Tennis Club undertake the construction of the new footpath from the Jubilee Pavilion to the third Tennis Court.

11. Planning Committee - Convenor's report.

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

Cllr. Walmsley made reference to the following:

Martins Close.

Cllr. Walmsley will be attending and speaking at the DCC meeting on 5th October 2006.

Beechcroft.

A further application concerning this development has been submitted and Cllr. Walmsley stated he was not comfortable with this.

Four Dell Farm.

This application was for a change of use and the general consensus was that such a change from agricultural to storage and light industrial use was acceptable.

Further Planning Applications had been received today, these will have to be discussed and considered.

Cllr. J.Richardson enquired why the Planning Application concerning Erdely (ID355) was refused.

Action:

The clerk to advise Cllr. J.Richardson as to why the Planning Application concerning Erdely (ID355) was refused.

a) Applications and decisions.

Planning Applications and Decisions for the month of September 2006 are as per Appendix "I".

b) South Winchester Park and Ride

This subject was covered within District Councillor George Beckett's report as well as County Councillor Charlotte Bailey's report.

Discussion on whether the question of the GAP impacted the proposals revealed that whilst Bushfield Farm is within the GAP, Itchen Farm (Tarmac Site) is not in the GAP. This supports the argument for the Itchen Farm (Tarmac Site).

County Councillor Charlotte Bailey requested comments/questions to be submitted to her by the Parish Council, for her to convey to Stuart Jarvis at their meeting on 19th October 2006.

Action:

Cllr. A.Walmsley to co-ordinate the Parish Council's comments and questions concerning the proposed South Winchester Park and Ride facility, to be conveyed to County Councillor Charlotte Bailey for her meeting with Stuart Jarvis on the 19th October 2006.

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

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

a) Maintenance of land surrounding Jubilee Pavilion and Jubilee Pavilion Car Park.

The quotation from Jim Kimber had been accepted and the first cut of the grass had taken place. The whole area is now thought to be looking very good.

The Clerk advised the meeting that an Invoice for the original Landscaping of this area had not been received from the Contractor, consequently the work has not yet been paid for. This was noted.

b) Landscaping of Memorial Playing Field around Third Tennis Court.

This work continues and is being undertaken by Jim Kimber.

c) Compton Street Play Area – Goal Posts.

Action on this matter is awaiting the return of Cllr. N.Campbell-White.

d) Grass cutting – Three year contract.

Quotations are being obtained.

e) Play Area within Shawford Village.

This matter remains outstanding.

Cllr. Shaw advised that the recently installed extension to the wire netting at Compton Street Play Area is falling down.

Action:

The Clerk to advise details of the Contractor who undertook the extending of the Wire Netting at the Compton Street Play Area, to Cllr M.Shaw.

Some Discussion on the issue of refurbishing various Bench Seats took place. Some of this work has still not been undertaken.

Action:

Cllr. M.Shaw to proceed urgently with the refurbishment of the remaining Bench Seats as previously identified, ensuring the necessary repairs are done without any further delay.

Reports had been received of “mini” motorbikes going onto the Play Area in Compton Street. Further occurrences of this should be prevented now that a chain and padlock had been installed on the gate to the Play Area.

At the last Parish Council meeting, The Parish Council gave approval in principle for the construction of a tarmac path from the Jubilee Pavilion to the Third Tennis Court. A document “Specification of Proposed Path to New Tennis Court (No.3)” had been received. This document was duly signed off as being acceptable to the Parish Council, by the Chairman and the Clerk.

13. **Parish Hall.**

(a) Report from our rep on CASCA Management

Cllr. J.Millar’s report is as per Appendix “J”.

Cllr. Millar advised the meeting that Mr. Peter Moll had died last week. As a consequence, CASCA required a new Treasurer and Assistant Treasurer. Mr John Griffith is understood to have somebody in mind to fill these positions.

Action:

The Chairman, Cllr. J.Dolphin, to write a letter of condolence to Mrs. Elisabeth Moll, on the death of her husband Mr. Peter Moll.

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

Cllr. P.Caffyn’s report is as per Appendix “K”

a) Shawford Down

Covered under the presentation given by Mr. Charles Cuthbert and Mr. David Ball at the beginning of the meeting.

b) Victorian Jubilee Memorial – Refurbishment.

Whilst assurances were given that work on the Victorian Jubilee Memorial was to have started last week, this had not taken place. It is now understood that such work will commence this week. Cllr. Caffyn considered it to be appropriate to review the whole situation if further delays occur.

c) Bench Seat repairs and new donated bench seats.

This issue is being covered by Cllr. M.Shaw, see item 12 above.

f) Horse Manure

The Notices as discussed at last month's meeting have now been installed.

g) Notice Boards

The notification of removal of the notice board from the junction of Shepherds Lane and Field Way have been sent to the appropriate Residents Association. This Notice Board will now be removed.

The Notice Board at the entrance to Compton Street is to be moved to land opposite the Church in Compton Street. Questions as to ownership of this land were raised. This was answered in that the Parish Council will be Registering this Land at the Land Registry as it appears that no other party is claiming ownership.

Action:

Cllr. M.Shaw to arrange for Chris Laurence to move the Notice Board from the entrance to Compton Street, to a position adjacent to the Bench Seat opposite the Church in Compton Street, such work to be undertaken in conjunction with the refurbishment/repair of the remaining Bench Seats within the Parish

h) Telephone Kiosk – Martins Field

Subsequent to enquiries, Mr. Woodgate is agreeable that his letter be forwarded to British Telecom.

j) Supply of “signs” concerning Dog Faeces.

Cllr. Caffyn advised that a “mixed reception” to the proposals had been received. Further responses are awaited.

k) Attwoods Drove and elsewhere – Car Parking Problems

Further action on this issue is being pursued by Cllr. G.Beckett in his capacity as District Councillor. The outcome is still awaited.

l) Dog bins – along the navigation.

Some discussion took place on this subject. The responsibility for installing such dog bins, together with their emptying, should they be wanted, would be the Environment Agency as it is upon their land that they would be located.

Agreed:

The Parish Council does not wish to see a proliferation of Dog Bins along the Itchen Navigation and therefore will not pursue the matter further with the Environment Agency.

Vote: By a show of hands, Unanimous.

Action:

Cllr. A.Walmsley to convey to Mr. Phillip Williams the decision made by the Parish Council that they do not wish to see a proliferation of Dog Bins along the Itchen Navigation as it would be considered in-appropriate in a Rural Environment.

Cllr. Caffyn advised that the previously reported instance of “fly tipping” had not been cleaned up. However, work within the old Shawford Goods Yard had commenced.

15. Parish Plan – progress.

a) Progress update

Mr. Peter Betts, Chairman of the Parish Plan Committee, was in attendance and gave a brief presentation of progress to-date.

The main points of Peter Betts' report were as follows:

- The Parish Plan Committee consists of 14 members, 5 of whom are women.
- The four quarters of the Parish are represented.
- There are two representatives for the Disabled.
- There are two members from the Parish Council.
- There was concern that Otterbourne Road was not adequately represented.
- A separate but parallel Village Design Statement project is being headed up by Mr. Terry Wilson. This requires greater involvement with the Planning Department at Winchester City Council in order for the resultant document to be recognised by the Planners. To this end, Terry Wilson is having meetings with Steve Opiacic at Winchester City Council.
- The Parish Plan Project have been having monthly meetings since June 2006.
- Current activity focuses upon the development of Questionnaires covering both the Parish Plan and the Village Design Statement.
- It is anticipated that outside Consultants will be required to assist in the final version of the Questionnaires.
- In addition to the Questionnaires, it is proposed to hold various "Open Days" at which residents will be able to express their views.
- It is considered essential that awareness of the Parish Plan project is publicised as much as possible.
- It is hoped that at least 80% response to the Questionnaires will be achieved.
- Grants have been received from Defra - £1500-00, Parish Council - £1000-00, Local Network Fund for Youth of the Village - £1050-00. In addition a grant has been applied for from Hampshire Rural Community Organisational Grants.

The Chairman, Cllr J.Dolphin, Thanked Mr Peter Betts for his presentation.

A.O.B.

1. Cllr. J.Millar reminded members that the CASCA Christmas Party is to take place on 8th December 2006.
2. Some discussion on the Schools Admissions Policy was undertaken. It is now the situation that living in the catchement area, does not automatically mean that a child can gain a place at the school of the Parents choice.

16. Date of Next Meeting.
7th November 2006

Compton and Shawford Parish Council

Minutes of the Compton and Shawford PARISH COUNCIL MEETING held on Tuesday 7th November October 2006 in the Compton Room, Shawford Parish Hall, starting at 7.15pm.

Present:

Mr. J.Dolphin (Chairman) Mr. G.Beckett, Mrs. P.Caffyn (attended Late), Mrs. J.Millar. Mr. J.Richardson, Mrs. M.Shaw, Mr. T.Threlfall, Mr. A.Walmsley.

In attendance: 1 Member of the Public

1. Correspondence circulated to all members for their response.

The correspondence file containing the correspondence for the month of October 2006 was circulated to all Councillors in attendance.

2. Apologies for absence.

Cllr. N.Campbell-White
District Councillor Murray Macmillan
County Councillor Charlotte Bailey
Cllr. P.Caffyn – (advised would be attending late)

3. Minutes - To approve the minutes of the meeting held on 3rd October 2006 (as circulated)

The Clerk advised that erroneously Mr. J.Dolphin was shown as being in attendance twice, once as Chairman and once as an ordinary member. This was corrected. There being no other issues raised:

Agreed:

The Parish Council agreed that the Minutes of the meeting held 3rd October 2006 as circulated and amended, were a true record of that meeting.

Proposed:- Cllr. A.Walmsley

Seconded:- Cllr. J.Millar

Vote:- 6 votes

Abstention: 1 vote.

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 - ID567 – Cllr. G.Beckett advised that he continues to pursue this matter.

- ID607 – Cllr G.Beckett advised that this matter had been addressed in consultation with the Traffic Officer, Winchester City Council.

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 issues raised by members of the Public in attendance.

The Meeting will be re-opened.

5. Police Report.

The Clerk advised that there was no report received from the Police and yet again no representation from the Police attending the meeting despite details of the meeting being sent to Twyford Police Station.

Action:

The Clerk to write to Inspector France-Sargent advising him of the Parish Council's disappointment that representation from the Police at Parish Council meetings appears not to take place any more. Additionally, the Parish Council to complain that it appears not to receive any reports from the Police for inclusion in the Minutes of the Parish Council meetings or for publication in the Parish magazine

6. District Councillor's Report.

Cllr. G.Beckett's report is as per Appendix "B".

Some further discussion ensued concerning the proposed South Winchester Park and Ride facility as follows:

- The Itchen Farm site (Old Tarmac Site) is to be the recommended location for this facility.
- There is a lot of work to be undertaken on the detailed plans concerning this proposed location.
- The views of the Parish on this element of work were requested.
- The Itchen Farm location is considered to be within the Parish of Compton and Shawford.
- It was considered pleasing that the pressure exerted by the Parish Council together with local Residents appears to have influenced the City and County Council.
- It was thought that Twyford and Ollivers Battery may object in due course, but it is understood that such potential objections had been taken into account when determining the recommended location for this proposed facility.

7. **County Councillor's Report.**

County Councillor Charlotte Bailey was not in attendance, but had submitted a written report as per Appendix "C".

Within her report, County Councillor Charlotte Bailey reported on the following:

- The proposed South Winchester Park and Ride facility.
- The Winchester Transport Review
- Adult Social Care
- Motorway Diversion Routes.

With reference to the possible request for a "Quiet Surface" on the Main Road/Otterbourne Road, it was commented that such a "Quiet Surface" would not be relevant on a low speed road such as Main Road/Otterbourne Road.

With regard to the Winchester Transport Review and Cllr Bailey's comments about the number 63 bus, it was pointed out that this service only travels one way each day. There is no return service on the same day.

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

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

Cllr. Threlfall had nothing to add to his report and there were no issues raised.

9. **Transport matters.**

There were no issues arising. It was noted that Dr. Lowman continues to attend various meetings/seminars as the Parish Council Transport Representative.

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

Cllr. J.Richardson 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".

b) **Land Registry - Registration of Parish Council owned Land**

This issue is being attended to, the current position is as follows:

- Having undertaken a "Search" at the Land Registry, a request for acquisition of the small piece of land in the corner of Memorial Playing Field had been sent to the Highways Agency. A reply to this is expected to take a very long time.
- No action on various other items is currently taking place as it is required to undertake the registration of all Parish Council land in one transaction.
- However, further investigation is required in respect of the strip of land opposite the Church in Compton Street. Cllr. N.Campbell-White's input to this is necessary before further action can take place.

c) **New Fire Regulations in Parish Council Premises.**

Cllr. Richardson advised the meeting as follows:

- A review indicated that current systems/procedures conform to the requirements of the regulations.
- However, it is appropriate to write to CASCA and the Sports Club, to draw their attention to their responsibility to conform with the new Regulations.

Action:

Cllr. J.Richardson to draft letters to CASCA and the Sports Club, drawing their attention to their responsibility to conform to the new Fire Regulations in Parish Council owned premises.

- The review indicated the need to acquire a "fire extinguisher" for the Clerk's office.

Action:

The Clerk to purchase a small Fire Extinguisher for installation in his office in conformance with the new Fire Regulations and to protect the Parish Council's documents.

d) Freedom of Information Act

Some discussion took place on this subject and there were some differences of opinion as to the interpretation of the requirements. It was suggested that the following should be observed:

- Significant discussions and decisions that are made between Councillors over the telephone should be documented and that documented note passed to the Clerk.
- All significant e-mails that contain recommendation/advice/decision to be copied to the Clerk.
- Any informal meetings where a course of action is determined should be documented and that documented note passed to the Clerk.

The above is interpreted from a Guidance note received from HAPTC. However, this Guidance was questioned in that only the initial issue and the resultant decision adopted by the Parish Council need be recorded. This conclusion had been arrived at after reference had been made to potential conflicting advice on a similar issue received from the City Solicitor, Winchester City Council. It was considered that the Parish Council should conform to requirements, but not do more than was necessary. In view of the discrepancy in the Guidance being given, it was considered appropriate to seek further definitive Guidance on this issue.

Agreed/Action

Cllr. J.Richardson to draft a letter to the Information Commissioner, seeking further definitive guidance on the Freedom of Information Act, especially in respect of recording/documenting the various decision processes of the Parish Council.

Vote: By a show of hands, Unanimous.

d) Parish Hall Sinking Fund

Councillor J.Richardson advised the meeting that he no longer sits on the Sports Club Management Committee.

Cllr. Richardson advised the meeting that the report produced by John Dowling contained significant sums of anticipated expenditure on the Parish Hall and Caretakers Cottage. These amounts indicated that the £1000-00 contribution to the Parish Hall sinking fund by the Parish Council might not be enough. Because of this, a further meeting between John Griffith of CASCA and Cllr. J.Dolphin/Cllr N.Campbell-White is to take place.

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

- CASCA should be funding the Sinking Fund for maintenance of the building out of their profits but with Parish Council support if and when required.
- A comparison or the approach for CASCA and the Sports Club was suggested.
- Work is commencing by the Sports Club on its long term financial plans.
- The current position with the Sports Club was arrived at to enable the Sports Club to establish a viable financial position.
- The existing minimal contribution £750-00 per annum from the Sports Club was considered as "Pump Priming" for the first five years of the latest Lease which is due to end on 31st March 2008.

- Subsequent to 1st April 2008, the objective of a “Cash Neutral” cost to the Parish Council should be sought in respect of the Jubilee Pavilion and the associated Playing Field.
- The question of a return on the initial capital investment in the Jubilee Pavilion for Parishioners was thought to be out of reach, but could be sought in due course if the Sports Club’s finances eventually allow.
- The comparison of the CASCA position and the Sports Club position was thought to be not relevant, they are entirely different in composition.
- If requirements are placed upon the Sports Club, they will strive to meet those requirements. If no requirement is expected from the Sports Club, they will do nothing.

Agreed:

The Parish Council to undertake negotiations with the Sports Club to the effect that when the first 5 year period during which the Sports Club have enjoyed a notional £750-00 contribution towards the Maintenance of the Jubilee Pavilion and Associated Playing Field, conclude on 31st March 2006, the Parish Council will seek a “Cash Neutral” position to be arrived at in respect of the Parish Council costs associated with the Jubilee Pavilion and associated playing field.

Vote: By a show of hands, Unanimous.

f) Tarmac adjacent to Site of Old Pavilion.

Cllr. Richardson advised that Tarmac of the path to the third Tennis Court had commenced today. Consequently, the required Tarmac to complete the Landscaping project around the third Tennis Court, where the old Pavilion used to stand, will take place this week.

g) BUDGETS – Financial Year 2007-2008

The Clerk advised the meeting of the following process regarding the Budgets/Precept for the financial Year 2007 – 2008:

- 1 - All Convenors to confirm to the Clerk their requirements for the Financial Year 2007/2008 by 29th November 2006.
- 2 – The Clerk will produce a Draft Budget for the Financial Year 2007/2008 by 5th December 2006 for consideration at the Parish Council meeting on 5th December 2006. Subsequent changes can then be accepted in preparation for producing a final Budget.
- 3 - The final Budget for the Financial Year 2007/2008 to be ratified at the Parish Council meeting to be held on 2nd January 2007.
- 4 - A Claim for the Final Budget can be submitted to Winchester City Council by 31st January 2007 which is the deadline for Precept Claims.

Action:

All Convenors of Committees to submit their Budget Requirements for the Financial Year 2007 – 2008 to the Clerk by 29th November 2006.

11. Planning Committee - Convenor’s report.

Cllr A.Walmsley’s report is as per Appendix “G”.

General discussion on issues raised within Cllr. Walmsley’s report took place, the main points being as follows:-

Littlestowe:

- Application is a resubmission.
- The dimensions have been questioned.
- Additional Car Parking spaces (12 increased to 16) have been inserted.
- It is speculated that the four bed dwelling will be increased to a five or six bed dwelling.
- Correspondence with the Planning Department has not resulted in any response being received by the Residents Association.
- The Parish Council could object to this re-submission but there are no new “Planning Issues” upon which to object. The only grounds upon which to object are traffic considerations. The number of car parking spaces allocated is not relevant to Traffic considerations.

Windy Ridge:

- This application is likely to be taken to Appeal due to a delay in its processing at Winchester City Council.

Land adjacent to Silkstead Farm:

- The result of this application is an additional dwelling in the Countryside Area, outside of any development area.
- Accordingly, this application should be objected to for the above reasons and due to it not being in conformance with the Local Plan.

St. Catherines, Hurdle Way

- There is no reason to object to this application.

Cllr. G.Beckett emphasised the importance and need to ensure that all issues concerning an objection to a Planning Application, are covered within any Letter of Objection raised and submitted to Winchester City Council. A process of "salami slicing" in submitting objections is not possible. All objections must be documented and submitted at the beginning of the process.

Cllr. G.Beckett advised that the Portfolio Holder for Planning at Winchester City Council is no longer Councillor Barry Lipscombe. This position has been taken over by Councillor Keith Wood. The invitation to Councillor Lipscombe to speak at a future Parish Council meeting is expected to be honoured by Councillor Wood at some point in the future.

a) Applications and decisions.

Planning Applications and Decisions for the month of October 2006 are as per Appendix "H".

b) South Winchester Park and Ride

Covered within District Councillor G. Beckett's and County Councillor Charlotte Bailey's report above.

At this point, Cllr. J.Millar left the meeting due to personal commitments.

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

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

a) Landscaping of Memorial Playing Field around Third Tennis Court.

The Tarmacing element of this project is due to be undertaken this week.

b) Compton Street Play Area – Goal Posts.

Cllr. N.Campbell-White is attending to this issue, but as he is away it is unknown what the current position is.

c) Grass cutting – Three year contract.

Cllr. Shaw has received a quotation from Jim Kimber and has yet to obtain quotes from a further two contractors.

d) Play Area within Shawford Village.

Cllr. Shaw advised that no progress has been made on this issue.

e) Compton Street Play Area – wire netting repairs.

The contractor who undertook the original installation of the wire netting has reviewed the netting and will undertake the necessary repairs. Dates for this work have yet to be determined.

f) Bench Seat repairs

Cllr. Shaw advised that the refurbishment work has been completed on most of the Bench Seats in question. She was particularly pleased with the work carried out on the Bench Seat opposite the Church in Compton Street.

With regard to the relocation of the two notice boards, Cllr Shaw advised that the one in Shepherds Lane had been removed. A question had arisen over the one at the entrance to Compton Street. It was proposed to resite this notice board to a position adjacent to the Bench Seat opposite the Church in Compton Street. However, this was considered inappropriate and it was thought it should be made more accessible by locating it adjacent to the pavement in that location. The question as to whose land it was arose.

This was answered by it being stated that the Land is thought to be owned by the Highways Agency.

Action:

Cllr. P.Caffyn to draft a letter to the Highways Agency, requesting their permission to install the relocated notice board on their land opposite the Church in Compton Street.

Cllr. Shaw raised the question of scrub clearance on the boundary of Compton Street Play Area. A quotation for this work had been obtained and amounted to £320-00. Cllr Shaw considered that this work needs to be undertaken. It was pointed out that the Parish Council's Financial Regulations demands at least two quotations for work that costs more than £200, but less than £500.

ACTION:

Cllr. M.Shaw to obtain a second quotation for scrub clearance on the boundary of Compton Street Play Area.

Cllr. Shaw had been advised that an informal party, unconnected with the Sports Club, had recently taken place around the Jubilee Pavilion. Significant amounts of rubbish and empty drink bottles/cans were as a result left scattered around. Attempts to contact the police to request them to "keep an eye" on this sort of activity, were fruitless. It proved not possible to contact Twyford Police Station.

Action:

The Clerk to include in the Letter to the Police (Item 5 above) a report of the informal party around the Jubilee Pavilion, requesting the Police to "keep an eye" on this sort of activity.

13. Parish Hall.

(a) Report from our rep on CASCA Management

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

There were no questions arising, but the Chairman drew members attention to the CASCA AGM on the 14th November 2006 and the CASCA Christmas Party on the 8th December 2006.

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

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

a) Shawford Down

Covered within Cllr. Caffyn's report, Appendix "J". In addition, Cllr. Caffyn advised that the Gypsies had now left the site at the bottom of the Down and there was no mess or rubbish left on site.

b) Victorian Jubilee Memorial – Refurbishment.

Work on the Victorian Jubilee Memorial had still not commenced. It was considered that it may be appropriate to write to Scammel & Higgins, advising them that if work does not commence by a given date, then the Parish Council would seek an alternative contractor to do the work and charge Scammel & Higgins for any difference in cost. On reflection, it was considered that this approach should not be pursued. As this matter had been outstanding for such a long time, it was thought appropriate to continue the pressure on Scammel & Higgins. It is understood that this work is already on their work schedule.

c) Notice Boards – removal and relocation.

Covered in Cllr. M.Shaw's report under item 12f) above.

d) Telephone Kiosk – Martins Field

Cllr. Caffyn advised that Mr Woodgate's letter had now been copied to British Telecom, under a Parish Council letter and no further action is anticipated by the Parish Council.

e) Supply of "signs" concerning Dog Faeces.

Cllr. Caffyn will purchase a total of six signs concerning Dog Faeces and hold such notices for any Resident Association who would want them.

f) Attwoods Drove and elsewhere – Car Parking Problems.

Covered by District Councillor G.Beckett, see item 4 above.

Cllr P.Caffyn raised the matter of the "Fly Tipping" that had occurred on land adjacent to the road leading to the Old Shawford Goods Yard. Mr. James Walters, who is developing the Old Shawford Goods Yard, had written to the Clerk requesting that he be advised as to who is responsible for the clearance. As the land is owned by Network Rail, the telephone number of the appropriate person at Network Rail had been given to him. It has been concluded that this matter is down to Mr. Walters sorting it out with Network Rail.

In connection with this road to the Old Shawford Goods Yard, the following has been noted:-

- The width of the roadway has been narrowed.
- No Parking notices have been installed.
- This will result in further Parking problems within Shawford Village in the future.
- It is unknown whether this has been done in conjunction with Network Rail or not.

Action:

Cllr. P.Caffyn to draft a letter to Network Rail, requesting their confirmation that they are aware of the narrowing of the Road to the Old Shawford Goods Yard and if they were aware of the installation of the no parking signs.

Cllr. P.Caffyn advised the meeting that the Stone War Memorial had been vandalised again. One of the stone plinths had been broken off and broken into three pieces.

Action:

The Clerk to arrange for Vokes & Beck to inspect the damage and provide their recommendation as to repair and to provide a quotation to carry out such a repair to the Stone War Memorial on Shawford Down, prior to submitting a claim on the Parish Council Insurance.

Cllr. P.Caffyn raised the matter of Street Lighting and the maintenance of the Parish Owned Street lights. As this Parish Council had opted out of the PFI scheme, it is recommended that the Parish Council appoints its own maintenance Contractor to maintain the Parish Council owned Street Lights to the required standard.

Action:

Cllr. P.Caffyn to investigate and identify a suitable Contractor who can undertake the maintenance of the Parish Council owned street lights to the required standards.

15. Parish Plan – progress.

a) Progress update

A report produced by Mr. Peter Betts is as per Appendix "K".

It was commented that Peter Betts had visited Compton School where some useful input was received from the children at the school. Also, the school Head Teacher is being encouraged to get more involved with the Parish Plan project.

16. Remembrance Service – 12th November 2006.

The Remembrance Service is to take place on Sunday 12th November 2006. The Chairman will be unable to attend, therefore the Deputy Chairman, Cllr A. Walmsley, supported by Cllr. N.Campbell-White, will undertake the wreath laying on behalf of the Parish Council.

AOB

The Chairman, Cllr. J.Dolphin, advised the meeting that some "Consultation Documents had been received and these needed to be reviewed and responded to. The following is a list of the documents to be reviewed and who is to review them and respond:-

- Winchester Community Strategy - Cllr A.Walmsley.
- Winchester District Development Plan - Cllr. A.Walmsley
- Disability Equality Scheme Consultation - Cllr. P.Caffyn
- Winchester City Council Streetscene Services - Cllr. P.Caffyn

16. Date of Next Meeting.

5th December 2006.

Compton and Shawford Parish Council

Minutes of the Compton and Shawford PARISH COUNCIL MEETING held on Tuesday 5th December 2006 in the Compton Room, Shawford Parish Hall, starting at 7.15pm.

Present:

Mr. J.Dolphin (Chairman) Mrs. P.Caffyn (attended Late), Mrs. J.Millar. Mr. J.Richardson, Mrs. M.Shaw, Mr. T.Threlfall, Mr. A.Walmsley.

In attendance: 10 Members of the Public

1. **Correspondence** circulated to all members for their response.
The correspondence file containing the correspondence for the month of November 2006 was circulated to all Councillors in attendance.

2. **Apologies for absence.** Cllr. N.Campbell-White
District Councillor Murray Macmillan
Cllr G.Beckett,

3. **Minutes** - To approve the minutes of the meeting held on 7th November 2006 (as circulated)
There being no issues raised:

Agreed:

The Parish Council agreed that the Minutes of the meeting held 7th November 2006 as circulated, were a true record of that meeting.

Proposed:- Cllr. M.Shaw

Seconded:- Cllr. T.Threlfall

Vote:- Unanimous

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 – progress on Outstanding Action Points is covered within the appropriate Convenors reports.

The Meeting will be closed

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

Ten members of the Public were in attendance in order to make representations concerning the Planning Application for the erection of one detached four bedroom dwelling in Red Lane, Shawford (ID372). Statements were made by Mrs. P.Theobalds, Mr. G.York and Mr. S.North and encompassed the following main points:-

- Concerns about the development on plots within an existing Victorian Estate.
- The consequential destruction of the character of the estate.
- Restrictive Covenants suggest that such development should not be allowed.
- Previous attempts to gain a "Conservation " status for the area were unsuccessful.
- The Parish Council was urged to preserve the character of a Victorian Estate and thereby object to this Planning Application.
- Any developments in this area are thought to create increased Traffic problems which could be a reason for objection.
- The proposed development indicates another exit point on a "blind corner".
- "Infilling" such as this proposal will create a precedent for other developments within the area.
- An objection from the Parish Council would help the enforcement of the Covenants.
- With the anticipated further developments subsequent to this development, there will be a pressure for the felling of trees and therefore destruction of the character of the area.
- There have been other instances of stopping "infilling" such as this, within the Parish.

The Parish Council responded to the above by stating the following:-

- The Planning Committee had not as yet deliberated upon this Planning Application.

- In order for an Objection to be raised, there would have to be significant "Planning Grounds" upon which to object.
- Currently, it is thought that such significant "Planning Grounds" upon which to object, do not exist.
- If the Planning Application goes to Committee, the Parish Council could make representations, but that would be difficult as there appears very little in the way of sound Planning reasons upon which to object.
- The issue of Restrictive Covenants does not impact the Planning Application process.
- The question of felling trees could be investigated by determining which trees have Tree Preservation Orders on them.
- The local residents were urged to make their views known to the Planners at Winchester City Council and the Parish Council will consider whether there are any significant Planning reasons upon which to raise an objection.
- They should also contribute their views to the proposed Village Design Statement to be prepared in conjunction with the Parish Plan (which, if adopted will become a "Supplementary Planning Document").

The Architect involved in this development was in attendance, and he made the following comments:-

- He supported the democratic process of discussion on the Planning Application.
- The Planning Application was proposing a single high quality dwelling, designed to be in keeping with the surrounding environment.
- An intrusive block of flats was not being proposed.
- Discussions with the Highways Engineer indicate that traffic considerations would not be a problem.
- This Application could set a precedent for similar high quality developments in the area, rather than numerous low quality developments.

The Applicant, Mrs.Cox, was advised that it would assist the Parish Council if the architects could produce a Street scene impression, indicating how the resultant development would appear. It was suggested that this would be needed by the Planners at Winchester City Council for their deliberations.

The Meeting will be re-opened.

5. **Police Report.**

Police Constable Mark Smith was not in attendance, but had submitted a written reports which is as per Appendix "B". In addition, a letter from Inspector S.France-Sargeant is included within Appendix "B".

It was commented that there now appears to be a lack of Police representation at the Parish Council meetings and a limited police presence within the Parish in general. Representations on this is difficult when the Parish Council do not attend the Police Partnership meetings where Parish Councils are able to raise their concerns with the Police.

Action:

The Clerk to respond to the invitation to attend the Police Partnership Forum, which is to be held on 29th January 2007 at 19.30 at the Millennium Memorial Hall, Littleton. Cllr. J.Dolphin will attend on behalf of the Parish Council.

Cllr. A.Walmsley reported that there had been several instances of somebody "tinkering" with houses in the Attwoods Drove late at night. These instances include the turning on of outside taps etc.

Action:

The Clerk to advise the Police of instances of somebody "tinkering" with houses in the Attwoods Drove late at night. These instances include the turning on of outside taps etc.

Cllr. M.Shaw had recently managed to obtain the telephone number of Twyford Police Station which is 01962 871430.

6. **District Councillor's Report.**

District Councillor G.Beckett and District Councillor M.Macmillan were both not in attendance and neither had submitted a written report.

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

In her report, Cllr. Bailey reported on the following:-

- **Park and Ride** –A Stakeholder meeting is to be held on 7th December where it is the intention reducing the number of Stakeholder representatives.
- **Bench Seat at Highways Road Bus Stop** – The Parish Council will be requested to chose the type of bench seat to be installed (choice of one out of two) and it was confirmed that the future maintenance of the bench seat would be the responsibility of Hampshire County Council.
- **Sustainability/Global Warming** – an issue that could be addressed in the Parish Plan.
- **Winchester Library**
- **Shawford Down** – responses from members of the Public on the work undertaken to-date have been favourable..
- **Landfill in Hampshire** – significant improvements in the reduction of Landfill have been achieved.
- **Hampshire Action Teams** – the Parish Council will be receiving an invitation to the meeting to be held on the 23rd January 2007.

In addition, Cllr Bailey advised that she had undertaken a meeting with Kevin Taylor concerning Flooding within the area. Specifically, flooding in Grove Road and Compton Street were discussed.

Cllr A.Walmsley asked whether Hampshire County Council were intending to keep their budget increases for the next financial year within or below the rate of inflation. Cllr. Bailey advised that she has no input to the Budgeting process at Hampshire County Council, but was sure that any increase would be in line with inflation.

Action:

County Councillor Charlotte Bailey to write to the Leader of Hampshire County Council, conveying the Parish Council's concern over any increase in Hampshire County Council's budgets for 2007/8 which are above the rate of inflation.

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

Cllr. Threlfall had little to add to his report other than the picnic area adjacent to Compton Lock, on the opposite bank which is the responsibility of Twyford Parish Council, had recently been tidied.

9. **Transport matters.**
There were no matters arising.

10. **Finance and Administration Committee. - Convenor's Report.**
Cllr. J.Richardson's report is as per Appendix "E".

a) Parish Accounts - Cheques for payment

The state of the Parish Council accounts at the time of this meeting were as per Appendix "F".

Cheques raised since the last Parish Council meeting are as per Appendix "G"

b) "Sinking Fund" – Shawford Parish Hall and Jubilee Pavilion

Covered within Cllr. Richardson's report, Appendix "E".

It was also commented that the question of a sinking fund for the Jubilee Pavilion was not urgent as the current financial arrangement with the Sports Club runs until April 2008. However, it was deemed appropriate for the costs borne by the Parish Council in respect of the Playing Fields and the Jubilee Pavilion to be provided to the Sports Club so that open discussion can take place on the question of appropriate Parish Council contributions to a Sinking Fund.

Action:

Cllr. A.Walmsley, as Sports Club Representative, to supply the Parish Council's costs of the Jubilee Pavilion and Memorial Playing Field, to the Sports Club to assist them in their Financial deliberations for the future.

It was commented that the Parish Council needs to obtain an outsider evaluation of the future likely maintenance costs of the Jubilee Pavilion. This to assist in the establishing an appropriate level of Parish Council contribution to a Sinking Fund.

Action:

Cllr A.Walmsley to advise the Sports Club that it is the intention of the Parish Council to request Mr. John Dowling to undertake an evaluation of the future maintenance costs of the Jubilee Pavilion and to submit a report to the Parish Council. Any costs, within reason, for this exercise will be borne by the Parish Council.

Action:

Cllr. J.Dolphin to request Mr. John Dowling to undertake an evaluation of the future maintenance costs of the Jubilee Pavilion and to submit a report to the Parish Council. Any costs, within reason, for this exercise will be borne by the Parish Council.

The issue of the Parish Hall Sinking Fund is more urgent if adequate provision is to be made in the Budgets for 2007 – 2008.

c) Land Registry - Registration of Parish Council owned Land

Covered within Cllr. Richardson's report, Appendix "E". No further progress has been made to-date.

d) Freedom of Information Act

Covered within Cllr. Richardson's report, Appendix "E". The question of e-mails is the only area where there is some confusion.

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

- The comparison with the procedure within Winchester City Council, as mentioned by Cllr. G.Beckett, was considered to be irrelevant.
- If a Parish Councillor sends an e-mail expressing a personal view, then that is not necessarily a document which should be a matter of Public Record.
- If a Parish Councillor sends an e-mail which documents a Parish Council position/decision on an issue, then that e-mail is deemed to be a Public Record.

Agreed:

The Compton and Shawford Parish Council's policy on e-mail communications is that any e-mail that sets out the Parish Council's position and/or decision on any matter, gives a specific instruction, or requests information in the name of the Parish Council, then that e-mail forms part of the Parish Council's records and must be made available for Public inspection. All such e-mails must be forwarded to the Clerk to be placed in the Parish Council's records.

Proposed: Cllr. J.Dolphin

Seconded: Cllr. J.Richardson

Vote: Unanimous.

e) Audit – Financial Year ending 31st March 2006.

Covered within Cllr. Richardson's report, Appendix "E".

The question of taking unspent monies into reserves as opposed to placing them in Sundry Creditors for the year end was discussed. It was appreciated that such a practice as recommended by the External Auditor could impact upon the Budgeting process. It would seem that the External Auditor does not recognise the possibility of a long term project which carries on beyond the year end. However, it may be possible to create internal nominal accounts where unspent funds can be "ring-fenced" for specific projects. Further deliberations on this matter will take place within the Finance and Administration Committee.

f) BUDGETS – Financial Year 2007-2008

Covered within Cllr. Richardson's report, Appendix "E". In addition, it was noted that there had been no input from any of the Committee Convenors in respect of their proposals for 2007/2008.

Action:

All Committee Convenors to review the circulated Draft Budgets and advise the Convenor, Finance and Administration Committee, of any required changes or confirm the proposals as being acceptable. Such information must be submitted before Christmas 2006.

Action:

Cllr. J.Richardson to hold a Finance and Administration Committee meeting to discuss Budget proposals for the financial year 2007/2008 and to subsequently recommend to the Parish Council at its meeting on 2nd January 2007 the final Budgets for the Financial year 2007/2008.

Tarmac adjacent to the site of the old Pavilion.

Covered within Cllr. Richardson's report, Appendix "E".

Designer Gardens.

Covered within Cllr. Richardson's report, Appendix "E".

It was concluded that the Finance and Administration Committee should discuss this matter and make a recommendation to the Parish Council at its meeting in January 2007, as to its resolution. In the meantime, a Holding reply should be sent.

Action:

A Holding Reply to be sent by the Clerk to Designer Gardens in response to the e-mail dated 30th November 2006, advising that the appropriate Committee is reviewing the matter.

11. Planning Committee - Convenor's report.

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

a) Applications and decisions.

Planning Applications and Decisions for the month of November 2006 are as per Appendix "I".

Cllr. Walmsley commented on two applications going to Committee on 7th December 2006 as follows:-

1. Hilbre, Field Way – The Parish Council supported this Application, therefore it is not necessary for the Parish Council to be represented at the Committee meeting.
2. Littlestowe – This involves the realignment of the access for a development previously permitted. The issue is in relation to the sight lines for this realigned new entrance. A previous entrance could be re-instated which would not require further Planning Applications. Accordingly, it is hard to appeal on Sight Lines. Additionally, the trimming of the hedge on the neighbouring property would satisfy the problem of Sight Lines. It has also been suggested that the possibility of a single access will cover the Site Line problem. It was concluded that there is little argument that the Parish Council could raise by way of an objection.

Action:

Cllr. A.Walmsley to convey to the Planning Authorities at Winchester City Council, by e-mail, the Parish Council's views of the Planning Application concerning the re-alignment of the access to the development at Littlestowe.

Cllr. Walmsley Raised the Planning Application for the development of 4 dwellings on the site at Ballakitch. This new Planning Application purports to have resolved the problems which caused the previous application to be rejected. However, it was thought that not all the issues have been addressed and there is a need to refer to these issues in the new Planning Application.

Action:

Cllr. A.Walmsley to re-iterate to the Planning Authority, Winchester City Council, the Parish Council's objections to the development at Ballakitch.

Further to the "Public Session", Cllr. Walmsley referenced the Planning Application at Red Lane House, Shawford. It is appreciated that the proposal is for a single dwelling and that a comparison with the situation at Longacre was made. It was concluded that this Planning Application required more detailed discussions within the Planning Committee before any decision could be made.

Cllr. Walmsley referenced his meeting with the Highways Engineer in relation to the comparison of the "site lines" at the junctions of Shepherds Lane and the Main Road, together with that of Compton Street and the Main Road. The main difference is that at the Junction of Shepherds Lane and the Main Road, it is a question of Vertical Site Lines as the Main Road drops away past the junction. This does not apply at the Junction of Compton Street and The Main Road.

b) South Winchester Park and Ride

Cllr. A.Walmsley advised the meeting that there are changes to the design of the proposed South Winchester Park and Ride facility on the Itchen Farm (Tarmac) site. These are thought to be good. There is a Stakeholders meeting on this subject and it was thought that it is essential that a Representative from the Parish Council attends.

Action:

Cllr. P.Caffyn to attend the Stakeholders Meeting concerning the proposed South Winchester Park and Ride facility, to be held at the Guildhall, Winchester, on 7th December 2006

Cllr A.Walmsley advised that he now holds a copy of the Winchester Local Development Plan for anybody who wishes to see it.

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

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

a) Landscaping of Memorial Playing Field around Third Tennis Court.

The new Tarmac path from the Jubilee Pavilion to the third Tennis Court had been completed and some grass seeding had been undertaken. Some further tarmac paving has to be undertaken, see Cllr Richardson's report, Appendix "E".

b) Compton Street Play Area – Goal Posts.

This has still not been attended to, Cllr.N.Campbell-white had advised that it will be looked at again in the Spring of next year.

c) Grass cutting – Three year contract.

Cllr. Shaw advised that she had received two quotations and a further one is awaited.

d) Play Area within Shawford Village.

This matter is still outstanding. It was concluded that this was something that the Parish Plan project could address and therefore the subject will be removed from the Agenda for future meetings.

e) Compton Street Play Area – wire netting repairs.

Repairs to the Wire Netting have been completed satisfactorily.

f) Scrub clearance on boundary of Compton Street Play Area.

Two quotations for this work have been received as follows:-

1. Jim Kimber - £320-00
2. J & G Gibbs - £365-00

Cllr. Shaw will proceed with the quotation received from Jim Kimber.

Action:

The Clerk to accept the quotation from Jim Kimber in the sum of £320-00 for the scrub clearance around the Compton Street Play Area.

Cllr. M.Shaw raised the matter of damage to the grass verge adjacent to Bramley House. It appears that numerous cars and lorries parked at Bramley House are the cause of this damage. Some discussion on this matter took place, and it was concluded that a Letter to the Occupier of Bramley House, from the Parish Council, would be undertaken as a starting point to get the matter resolved.

Action:

Cllr. M.Shaw to draft a suitable letter to the Occupiers of Bramley House, addressing the issue of damage to the grass verges caused by cars and lorries parking at Bramley House. This letter from the Clerk will be forwarded via Cllr M.Shaw to Bramley House.

13. Parish Hall.**(a) Report from our rep on CASCA Management**

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

The only additional point made by Cllr. Millar was that at the CASCA Christmas party, Cllr. J.Dolphin would be held in reserve to assist behind the Bar if and when needed. Ticket sales for this party are going well.

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

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

a) Victorian Jubilee Memorial – Refurbishment.

Covered within Cllr. Caffyn's report, Appendix "K". The strengthening of the supports will be undertaken by the installation of some metal straps which will eventually be hidden. The new wooden bench is being constructed.

b) Notice Boards – removal and relocation.

Covered within Cllr. Caffyn's report, Appendix "K".

c) Cyclist safety

Covered within Cllr. Caffyn's report, Appendix "K".

d) Network Rail

Covered within Cllr. Caffyn's report, Appendix "K".

e) White Lines

Covered within Cllr. Caffyn's report, Appendix "K".

f) Bench Seats

Covered within Cllr. Caffyn's report, Appendix "K".

g) Stone War Memorial – repairs to vandalism.

The Clerk advised that a quotation for repairs to the Stone War Memorial had been received from Blackwell and Moody. The cost of repairs in the sum of £748-00 plus VAT had been accepted by the Parish Council's Insurers and Blackwell and Moody have been instructed to proceed with the work.

h) Street Lighting Maintenance Contract.

This matter is still outstanding.

With reference to the recent instances of Vandalism within the Parish, It was considered by Cllr. P.Caffyn that the Parish Council's policy of zero tolerance needs to be re-enforced.

Action:

Cllr. P.Caffyn to place a notice in the Parish Magazine that the Parish Council has a policy of zero tolerance with regard to vandalism within the Parish, and any culprits identified as being the perpetrators of acts of vandalism will automatically be reported to the Police.

With reference to the recent vandalism in the two bus shelters at the end of Compton Street, on the Main Road, certain repairs have to be carried out. These repairs may be covered under the Parish Council's Insurance.

Action:

Cllr. P.Caffyn to obtain quotations for repairs to the two Bus Shelters at the end of Compton Street on the Main Road, preparatory to submitting a Claim to the Parish Council's Insurers.

Cllr. P.Caffyn raised the matter of road signage for private roads. There is no road sign covering Old Shepherds Lane, which recently caused difficulties to an Ambulance looking for an address in Old Shepherds Lane. It was questioned as to who is responsible for such road signage.

Action:

Cllr. P.Caffyn to investigate who is responsible for the provision and installation of road signage covering private roads within the Parish and report back to the next Parish Council meeting.

Cllr. M.Shaw raised the issue of the state of the road at the beginning of Shepherds Lane.

Declaration of Interest.

Cllr. M.Shaw declared an interest in this subject.

At the beginning of Shepherds Lane there are some significant potholes in the road and are considered to be dangerous.

It was pointed out that it was understood that this Part of Shepherds Lane is a private road. Cllr. G.Beckett has a outstanding action point to verify this with the Housing officer at Winchester City Council. The thought being that the once Council Houses located there would not have been built by Winchester City Council on a Private Road.

If it is verified that that part of Shepherds Lane is a private road, the Parish Council cannot involve itself. It is the responsibility of the householders along that part of Shepherds Lane to make the necessary repairs.

15. Parish Plan – progress.

a) Progress update

Mr. Peter Betts' report is as per Appendix "L".

16. Changes to the "Code of Conduct".

The Clerk advised the meeting that there was a document within the Correspondence File which outlined the principle points of the changes to the "Code of Conduct". Which should be read by all Councillors.. This document had also been e-mailed to all Councillors.

17. Local Government White Paper.

Cllr. J.Dolphin had reviewed the papers on the "Local Government White Paper" and concluded as follows:

- There appears to be no change for this Parish Council.
- The impact depends upon the issue of "Quality Status".
- The benefits of achieving "Quality Status" do not appear to be justified.
- It was suggested that the issue of "Quality Status" be revisited next year.

A.O.B.

1. Cllr. P.Caffyn wished to apologise for her late arrival at this and the previous Parish Council meeting.
2. Cllr. A.Walmsley noticed an invitation within the Correspondence File for Drinks with the Leader and Chief Executive of Winchester City Council on Wednesday 20th December 2006. As the Chairman would not be available, Cllr Walmsley asked who would attend.

Action:

The Clerk to RSVP the invitation for Drinks with the Leader and Chief Executive of Winchester City Council on Wednesday 20th December 2006, advising that Cllr. A.Walmsley would attend on behalf of Compton and Shawford Parish Council.

3. The Chairman advised that he had received a letter from the Winchester Villages Trust requesting that the Parish Council reconsider its decision not to supply a Representative to sit on this Committee. There was no desire for anybody to undertake this representatives role.

Action:

The Clerk to respond to the Winchester Villages Trust request for a representative from this Parish Council, advising that we cannot find anybody prepared to sit on the Committee.

4. An invitation had been received for this Parish Council to send a representative to a meeting on 9th January 2007 at Winchester City Council, Walton Room, Winchester Guildhall, where the subject of Budgets is to be discussed.

Action:

Cllr. J.Richardson to attend a meeting on 9th January 2007 at Winchester City Council, Walton Room, Winchester Guildhall, commencing at 7pm, where the subject of Budgets is to be discussed.

18. Date of Next Meeting.

02nd January 2007