

Compton and Shawford Parish Council

Minutes of the Compton and Shawford PARISH COUNCIL MEETING held on Tuesday 2nd January 2007 in the Compton Room, Shawford Parish Hall, starting at 7.15pm.

Present:

Mr. A.Walmsley (Chairman) Mr. G.Beckett, 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
0 Members of the Public

1. **Correspondence** circulated to all members for their response.
The correspondence file containing the correspondence for the month of December 2006 was circulated to all Councillors in attendance.
2. **Apologies for absence.** Cllr. J.Dolphin
District Councillor Murray Macmillan
Police Constable Mark Smith
3. **Minutes** - To approve the minutes of the meeting held on 5th December 2006 (as circulated)
There being no issues raised:

Agreed:

The Parish Council agreed that the Minutes of the meeting held 5th December 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:- ID567 – Cllr.G.Beckett advised that he had reviewed this matter and determined that he had previously been incorrect in his assumption that the road in question had been adopted due to there being Council Houses built there. The former council houses were built from the eastern end of Shepherds Lane as far as the previous access to the playing field, which was the line of Field Way up till 1969. The part of Shepherds Lane where the potholes are worst runs from the old playing field access (adjacent to Greenacre) to the junction with the current line of Field Way. These properties, some of which are former farm cottages, would never have been council-owned. As such, the City Council and the County Council and its successor as Highways Authority, would never have been responsible for its upkeep. Therefore, it is assumed that the Winchester City Council/Hampshire County Council are correct in their assertion that as the road is an un-adopted private road, it is not their responsibility to maintain it. It is the relevant Household's responsibility.

Action:

District Councillor Charlotte Bailey to provide the Clerk with definitive maps of the area indicating roads for which Hampshire County Council are responsible for maintenance.

The Meeting will be closed

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

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

The Meeting will be re-opened.

5. **Police Report.**

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

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

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

In his capacity as City Councillor, Cllr. G.Beckett requested the opinions of the Parish Council in respect of the issues confronting Winchester City Council in their deliberations concerning Winchester City Council's Budgets for the financial year 2007/2008. The Main points made were:-

- Winchester City Council hope to be able to protect services but at the same time make savings on expenditure.
- The "cuts" in transport from Hampshire County Council impacts upon Winchester City Council's services, this is especially so with regard to Rural Transport.
- To make up for the shortfall in "Rural Transport" would require an above inflation increase in the Budgets.
- A Recommendation not to fund any "revenue" service is being considered.
- The "holding down" of the Budgets and making up the shortfall from reserves is not considered the correct approach.
- A major exercise in ensuring the efficient and effective use is made of Winchester City Council facilities and procedures is underway with a view to obtaining better value for money.

The Parish Council expressed its concern over the impact any above inflation increase in Council Tax would have upon the elderly. Year on Year increases in Council Tax is proving to cause hardship to some parts of the Community.

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

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

a) **County Council's Budgets for 2007/8**

County Councillor Charlotte Bailey advised that she had e-mailed the Leader of Hampshire County Council concerning the matter of Budgets as requested at the last meeting, and had requested that a reply be sent direct to the Clerk. This reply is still awaited.

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

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

Cllr. Threlfall also advised that he had been made to understand that there may be some funding for the improvement of the Itchen, no details being available as yet.

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 "F".

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

The state of the Parish Council accounts at the time of this meeting were as per Appendix "G".

Cheques raised since the last Parish Council meeting are as per Appendix "H".

It was pointed out by the Clerk that a further three cheques had been issued that were not included in these reports due to the very late receipt of the relevant invoices. These three payments will be included within the figures for next month's meeting.

b) **Proposed Budget and Precept for Financial Year 2007 – 2008**

The Finance and Administration Committee recommended to the Parish Council a Precept of £25916-00 for the financial year 5007 – 2008. This represented an increase on the preceding year of 1.93%. A breakdown of this Budget/Precept proposal is as per Appendix "I".

Agreed:

Compton and Shawford Parish Council accepts and agrees to a Budget/Precept of £25,916-00 for the Financial Year 2007/2008.

Proposed:- Cllr. N.Campbell-White

Seconded:- Cllr. T.Threlfall

Vote: Unanimous.

- c) Jubilee Pavilion – Maintenance and future contributions from the Parish Council.
Covered within Cllr. Richardson’s report, see Appendix “F”.

Action:

Cllr. N.Campbell-White to arrange for a qualified Gas engineer to undertake an inspection and the maintenance of the two Gas Boilers at the Jubilee Pavilion and to ensure that an adequate Maintenance Contract is put in place.

- d) Registration of Parish Council Land with Land Registry.
Covered within Cllr. Richardson’s report, see Appendix “F”.

In addition, Cllr. N.Campbell-White advised that there are three pieces of Land for which final details have to be investigated, these are:-

- The north east corner of Memorial Playing Field, adjacent to Compton Heights.
- The Strip of Land opposite the Church in Compton Street. It was questioned whether the Parish Council wanted to take on the responsibility for this piece of Land as there are anticipated to be significant costs in its future maintenance. This matter is being considered by Councillors with a view being determined at the next Parish Council meeting.
- The Bench Seat in Hurdle Way at the Junction with Field Way.

Action:

The Clerk to review the records and Deeds to establish if Deeds for this small piece of land are held by the Parish Council

Action:

Cllr. N.Campbell-White to make enquiries at Winchester City Council to establish if they have any interest in this small piece of Land.

- e) Parish Hall Sinking Fund
Covered within Cllr. Richardson’s report, see Appendix “F”.

Action:

Cllr. J.Dolphin and Cllr. J.Richardson to arrange a meeting with CASCA to discuss further the contributions to the Parish Hall Sinking Fund.

- f) Landscaping on site of Old Pavilion – response to claim from Designer Gardens.
Covered within Cllr. Richardson’s report, see Appendix “F”.

Whilst it was considered by some that no further payment should be made to Designer Gardens due to the work undertaken not being in accordance with expectations and not completed, it was concluded that in order to be fair, the Parish Council would make an “Ex Gratia” payment in order to conclude the matter.

Agreed:

The Parish Council agrees to make an ex gratia payment of four hundred pounds to Designer Gardens to cover all works that were undertaken by Designer Gardens in respect of the Landscaping around the third Tennis Court at Memorial Playing Field.

Proposed: Cllr. J.Richardson

Seconded: Cllr. P.Caffyn.

Vote for: 6 votes

Vote against: 1 vote

Abstentions: 1 vote.

Accordingly, the motion was carried.

- g) Jubilee Pavilion – Break-in.
It was reported by Cllr. N.Campbell-White that there had been a “break in” at the Jubilee Pavilion. The main points arising were stated as follows:

- The “break in” took place on Tuesday evening before Christmas.
- The intruder cut themselves, causing blood stains.
- The police were informed and they took Blood samples for DNA testing.
- The Insurance Company had been informed and a claim for the damage initiated.
- Solar Glass will effect the repairs, resolving the costs direct with the Insurance Company.

The Clerk expressed his concern over the Insurance Company accepting a Claim direct from a Parish Councillor rather than from the Proper Officer of the Parish Council.

At this point, Councillor N.Campbell-White left the meeting due to a prior engagement.

11. Planning Committee - Convenor's report.

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

a) Applications and decisions.

Planning Applications and Decisions for the month of November 2006 are as per Appendix "K".

Cllr. Walmsley advised that he had written to Winchester City Council by e-mail setting out the Parish Council's concerns over the development in Red Lane House. However, as the proposed development was in line with the Parish Council policy on Planning Applications together with the fact that there are no Planning Grounds upon which to object, the Parish Council is unable to raise a definitive objection.

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

- This appears to be another piecemeal Planning Application within the overall development site Ballakitch/Merries.
- As such it appears that the manner in which the Planning Applications have been submitted, the need for inclusion of some "Social Housing" has been avoided.
- It was pointed out that the Applicant for this Planning Application is different to that for the rest of the site.
- However, it was also pointed out the number of dwellings proposed for the whole curtilage exceeds the number where a degree of Social Housing is required.

Action:

Cllr. G.Beckett, in his capacity as District Councillor, will make enquiries to ascertain whether the issue of Social Housing has been addressed by the Planning Authority when considering the various Planning Applications for the total curtilage of Ballakitch.

Cllr. Walmsley advised the meeting that a further two Planning Applications had been received for "Aurland", Field Way, and Tanglin. These Planning Applications had yet to be considered by the Planning Committee, but as they were for extensions rather than new dwellings the Planning Committee was unlikely to raise objections in the absence of representations from neighbours.

b) South Winchester Park and Ride

Cllr. Walmsley advised that a detailed report had been received on the proposed South Winchester Park and Ride Facility. He also pointed out that the Parish Council must support the proposals if a change of location is to be avoided. It is understood that Twyford Parish Council is not happy with the proposed location.

Cllr. G.Beckett, in his capacity as District Councillor, requested that the Parish Council do not involve themselves in the matter of Bus Routing to and from the proposed South Winchester Park and Ride facility. It is anticipated that this will be a contentious issue and the Parish Council should not suffer any significant impact from this issue.

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 outstanding Landscaping work will be completed within this Financial Year.

b) Compton Street Play Area – Goal Posts.

The matter has yet to be attended to by Cllr. N.Campbell-White.

c) Grass cutting – Three year contract.

Three quotations had now been received and the current Contractor, Jim Kimber, was considered to be the most appropriate by Cllr. M.Shaw.

Agreed:

The Parish Council agrees to award a three year contract to Jim Kimber for cutting the Grass on the Memorial Playing Field and the Compton Street Pay Area, the details of which being as per the quotation from Jim Kimber.

Proposed: Cllr. M.Shaw

Seconded: Cllr. J.Millar

Vote: Unanimous.

Action:

The Clerk to accept the Quotation from Jim Kimber for a three year contract commencing in the 2007 season, for the cutting of grass on the Memorial Playing Field and Compton Street Pay Area.

Cllr. Shaw raised the matter of scrub clearance on land south of the eight Car Parking spaces established for the Tennis Club, adjacent to the Jubilee Pavilion. Some discussion ensued, the main points being as follows:

- When the issue of Car Parking at the Jubilee Pavilion was discussed at a Public Meeting, it was agreed that clearance of land up to the boundary with the Locketts would be avoided.
- Significant growth of weeds and brambles in this area has occurred and is considered to be a mess.
- The area to the south of the Jubilee Pavilion needs to be tidied up.
- Further grass cutting should be avoided.
- A possible solution is to clear a one metre wide strip around the Car Parking spaces.

Action:

Cllr. M.Shaw to obtain quotations for the clearance of a one metre wide strip around the 8 car parking spaces to the South of the Jubilee Pavilion.

Cllr. Shaw advised that she had delivered the letter, prepared by the Clerk in accordance with the Parish Council instructions, to Bramley House.

13. Parish Hall.

(a) Report from our rep on CASCA Management

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

There were no issues arising.

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

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

a) Victorian Jubilee Memorial – Refurbishment.

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

With regard to Landscaping around the refurbished Victorian Jubilee Memorial, a meeting with local residents is to be held to discuss this. One of the issues to be considered is the replacement of the existing "wheelie bin" with a more attractive waste bin which could be supplied by Winchester City Council. Cllr. Caffyn will report back at the next Parish Council meeting.

b) Notice Boards – removal and relocation.

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

In addition, Cllr.Caffyn advised that during discussions at the Finance and Administration Committee meeting, a preference for purchasing a new Notice Board rather than moving the old Notice Board at the end of Compton Street was expressed. The old Notice Board at the end of Compton Street is in a poor state of repair and should be removed and destroyed.

Action:

Cllr. P.Caffyn to obtain quotations for the purchase and installation of a new Notice Board to be located opposite the School/Church in Compton Street.

c) Street Lighting Maintenance Contract.

Notification of suitable Contractors is being sought.

d) Bus Shelter Repairs

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

e) Road signage on private roads.

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

In addition, it was commented that Shepherds Lane was originally a Footpath or Bridal Way and it was thought that this status was never rescinded. Accordingly, it may be appropriate for the Local Authority to provide "road signage" for these private roads.

Action:

Cllr. P.Caffyn to investigate further the status/history of Shepherds Lane with a view to obtaining suitable road signage from Winchester City Council.

Cllr. P.Caffyn raised the matter of the Village Spring Clean. It was concluded that this activity should proceed, possible date of 11th March 2007. It was also commented that benefit may be obtained if this exercise was undertaken in conjunction with the "Parish Plan Project. However, it was also concluded that greater Community involvement was needed and therefore wider discussions with Community Groups was needed.

Action.

Cllr. P.Caffyn to discuss the issue of a Village Spring Clean with the various appropriate Community Group, determining the most suitable date upon which to undertake this activity.

15. Parish Plan – progress.

a) Progress update

A report submitted by Mr. Peter Betts is as per Appendix "N". The following comments were made:-

- The displays at the CASCA Christmas Party were well received.
- A couple of "Open Days" are planned for March 2007.
- A letter congratulating Mr. Peter Betts and his Committee, from the Parish Council, on the work undertaken to date should be initiated.
- Funding for the project is looking healthy.

Action:-

The Clerk to write a letter to Mr. Peter Betts congratulating him and his committee on the work undertaken to-date on the Parish Plan.

A.O.B.

1. Cllr. A.Walmsley raised the matter of the Annual Parish Assembly and suggested that the Parish Council needed to identify a suitable date for the meeting. It was concluded that 25th April 2007, with 24th April 2007 as back-up, be the date upon which to hold the Annual Parish Assembly.

Action:-

Cllr. A.Walmsley to check the Availability of the Parish Hall to hold the Annual Parish Assembly on 25th April 2007, with an alternative of 24th April 2007 if the 25th April is not available.

2. Cllr. A.Walmsley enquired as to whether a Parish Council Newsletter was required this year. Comments were as follows:

- Although it was previously stated that such a newsletter should only be a bi-annual publication, it was thought such a document would be useful in the year preceding the Parish Council Elections.
- Such a newsletter could be used to encourage new Parish Councillors.
- The Parish Plan project could contribute to such a newsletter.
- The timescales for producing a newsletter could be determined at the March Parish Council meeting.

It was concluded that the Parish Council would produce a newsletter to be published just before the Annual Parish Assembly in 2007.

16. Date of Next Meeting.

6th February 2007

Compton and Shawford Parish Council

Minutes of the Compton and Shawford PARISH COUNCIL MEETING held on Tuesday 6th February 2007 in the Compton Room, Shawford Parish Hall, starting at 7.15pm.

Present:

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

In attendance: County Councillor Charlotte Bailey
District Councillor Murray Macmillan
Police Constable Mark Smith
0 Members of the Public

1. **Correspondence** circulated to all members for their response.
The correspondence file containing the correspondence for the month of December 2006 was circulated to all Councillors in attendance.
2. **Apologies for absence.** Cllr. G.Beckett
Cllr. T.Threfall
3. **Minutes - To approve the minutes of the meeting held on 2nd January 2007 (as circulated)**
There being no issues raised:

Agreed:

The Parish Council agreed that the Minutes of the meeting held 2nd January 2007 as circulated, were a true record of that meeting.

Proposed:- Cllr. P.Caffyn

Seconded:- Cllr. J.Millar

Vote:- 6 votes for.

Abstentions: 1 vote due to non attendance.

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: A brief review of the Outstanding Action points resulted in the following:

ID665 – Completed.

ID605 – This action will not be undertaken until April 2007 when Cllr. N.Campbell-White will advise Cllr. M.Shaw who will undertake the repainting.

ID674 - Completed

ID645 – It has been established that no action on this needs to be undertaken this year. The action point will therefore be removed.

ID661 - It was determined that this action will not be initiated until the beginning of the next Financial Year. Therefore the Action Point will be removed.

ID666 – Completed.

All other Outstanding Action Points continue to be outstanding.

The Meeting will be closed

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

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

The Meeting will be re-opened.

5. **Police Report.**

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

During the previous month crime levels had been low, three offences in total, 1 common assault, 2 instances of criminal damage to vehicles. Generally, crime levels in the area are as low as similar crime levels in Twyford and Otterbourne had been reported.

Some discussion on the availability of the police to attend Parish Council meetings took place, the main points were as follows:-

- P.C. Mark Smith works on a 10 day rota, 6 days on, 4 days off.
- This together with the working "Early's" or "Late's" makes it difficult to co-ordinate working patterns with the Parish Council Meetings.
- The Same problems have been discussed with other Parish Councils.
- Currently, there are only three Officers working out of Twyford, and these cover a wide area.
- On occasion, Winchester calls for P.C. Mark Smith and/or his colleagues to attend issues outside of the area, thereby further reducing their availability.
- Things are about to change again.
- There is shortly to be an increase in personnel at Twyford Police station, to 1 Police Sergeant, 4 Police Constables and up to 3 PCSO's.
- It is uncertain that this will assist as the area to be covered is also to be increased.

Cllr. J. Dolphin reported on his attendance at the recent "Partnership Parish Council Forum". His report is as per Appendix "B".

Police Constable Mark Smith was advised that the Annual Parish Assembly is due to take place on Wednesday, 25th April 2007. A police presence was requested. P.C. Mark Smith advised that he would try to attend and he would also advise his superiors.

6. District Councillor's Report.

District Councillor George Beckett was not in attendance, but submitted a written report which is as per Appendix "C". There were no matters arising.

District Councillor Murray Macmillan was in attendance and reported orally as follows:-
Winchester City Council – Budgets

- Cllr. Macmillan had attended many meetings on the issue of Costs of Winchester City Council.
- A lot of work had been undertaken to cut costs.
- The Budgets for Winchester City Council will be set in three weeks time.
- Cllr. Macmillan was confident that any increase in Council Tax would be kept to the rate of inflation.

Aircraft Noise

- The working group had produced a "Agenda of Amendments" which are to be studied by the CAA.
- These amendments cover Circuits over the City and Routings.
- A further meeting of the Working Group is to take place in two weeks time.
- The results of the recent "Routing Trials" will be published at the end of the Summer.

There were no matters arising.

7. County Councillor's Report.

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

Cllr. Bailey, within her report, reported on the following:-

- Park and Ride
- HCC Budget
- Shawford Down
- Hampshire Action Teams/HATs
- Restricted Byways/Bridleways.

In respect of the Park and Ride issue, Cllr. A. Walmsley understood that there was no longer a "Strategic Gap", but there was a "Local Gap" and Bushfield Farm was within the "Local Gap" and Itchen Farm was not.

With regard to the meeting concerning "Hampshire Action Teams/HATs", Cllr. J. Dolphin as Chairman asked if there were any volunteers to attend as representatives of this Parish Council. There were no volunteers. District Councillor Murray Macmillan advised that he will be attending and will report back to the Parish Council.

In respect of the HCC Budgets, Cllr A.Walmsley noted that there were to be some £12 million cuts in services, but at the same time an increase in HCC Budgets of approximately 4.9% was expected. How could this be. It was explained that increases in costs in other areas necessitated an increase in the Budgets, despite the cut of £12 million in costs of some other services.

Cllr. P.Caffyn asked who decided on the “spend” on the refurbishment of Ashburton Court, which is not being cut back whilst other services for the benefit of the Community are being cut back. Cllr. Bailey advised that this was a decision of “Cabinet” and the full Council.

Cllr. Richardson referenced the action of supplying a “map” showing the ownership of roads within the Parish. Cllr. Bailey advised that this had been sent via e-mail to the Clerk, who in turn advised that this had been forwarded via e-mail to Cllr. Dolphin, Cllr. Richardson, and Cllr Campbell-White. County Councillor Charlotte Bailey advised that it is an interesting question as to whether the County Council will maintain roads which are designated as a “Bridle Way”. If such maintenance were to be undertaken, Hampshire County Council would only put down “Hoggin” and not Tarmac.

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 “E”.

Cllr. Richardson enquired as to the procedure of reporting fallen trees/branches which block a footpath and who is responsible for clearance of the same. The Clerk advised that such matters should be reported to the Parish Council Tree Warden, Cllr T.Threlfall, who would contact the appropriate Landowner for the obstruction to be removed.

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 “F”.

a) Parish Accounts - Cheques for payment

The state of the Parish Council accounts at the time of this meeting were as per Appendix “G”.

Cheques raised since the last Parish Council meeting are as per Appendix “H”.

It was pointed out by the Clerk, that a further one cheque had been issued that was not included in these reports due to the very late receipt of the relevant invoice. This payment will be included within the figures for next month's meeting.

b) Jubilee Pavilion – Maintenance and future contributions from the Parish Council.

The Report expected from Mr. John Dowling on the anticipated costs of Maintenance of the Jubilee Pavilion is still awaited.

Action:

Cllr. J.Dolphin to enquire of Mr. John Dowling as to when the Parish Council may expect to receive his report on the anticipated Maintenance costs of the Jubilee Pavilion.

At this point, Cllr. J.Richardson raised the issue of who or which Committee is responsible for attending to issues such as the Jubilee Pavilion. To date, Cllr. N.Campbell-White had attended to matters relating to the Jubilee Pavilion, but this had been due to purely historical reasons. Circumstances had changed since the organisational structure of the Parish Council Committees had been originally established. A review was deemed to be necessary.

Action:-

Cllr. J.Richardson and the Finance and Administration Committee to undertake a review of the Organisational Structure of the Parish Council Committees together with their attendant responsibilities and report back to the next Parish Council meeting with recommendations.

c) Registration of Parish Council Land with Land Registry.

Cllr. N.Campbell-White advised the meeting of three issues concerning this matter.

1. Small piece of Land in the north east corner of Memorial Playing Field, adjacent to Murray Macmillan's property. – A letter from the Highways Agency indicates that they own this land, but cannot prove it and do not have an interest in it. Hampshire County Council are likely to be willing to sell it to the Parish Council for a nominal sum so that they do not have to maintain it.

Action:

The Clerk to write to Hampshire County Council a letter drafted by Cllr. N.Campbell-White, requesting that they sell the small piece of Land in the north east corner of Memorial Playing Field, adjacent to Murray Macmillan's property, to the Parish Council for a nominal sum.

2. The small piece of land in Hurdle Way opposite the junction with Field Way, upon which a Bench Seat is installed – Hampshire County Council say they own this piece of land, but this assertion is not based upon any research of the original Deeds. They say it was part of the Compton Farm conveyance and therefore we need them to review the original deeds to verify this. Additionally, as the Parish Council have been maintaining this piece of Land for many years, the ownership is questionable.

Action:

The Clerk to write to Hampshire County Council requesting them to review the original deeds covering the small piece of land in Hurdle Way opposite the junction with Field Way, upon which a Bench Seat is installed, and verify its ownership. In addition, to point out that the Parish Council has maintained this land for many years under the belief that it was owned by the Parish Council.

3. The piece of Land opposite the Church in Compton Street upon which there are a number of very large Beech trees, adjacent to Church Field. – There was some discussion on this issue as follows:

- It has been established that nobody is claiming ownership.
- The Parish Council could therefore just "Register" an interest at the Land Registry.
- However, with the very large beech trees upon this land, the Parish Council must consider if it wants to take on any resulting liability.
- Previously, Hampshire County Council have cleared any fallen branches.
- The piece of Land is in need of tidying up to improve the appearance of the village and no one other than the Parish Council will be willing to undertake responsibility for this work.
- An additional reason for "Registering" this piece of Land is to provide the Parish Council, with a measure of potential control in determining possible future development in Compton Street on Church Field. It is appreciated that this piece of Land only covers a part of the boundary with Church Field, but a significant part.
- Any Registration of this land must include the entrance to Church Field and it is accepted that any "Right of Way" to Church Field would continue to be respected.
- It was considered by Cllr. N.Campbell-White, that the cost of taking down the Beech Trees would be approximately £300 to £400 per tree.
- It is understood that there are Tree Preservation Orders on the trees in question.
- It was pointed out that Registration of the Land does not necessarily prove ownership.

Agreed:

The Parish Council will Register the Land opposite the Church in Compton Street upon which there are a number of very large Beech trees, adjacent to Church Field, including the entrance to Church Field, with the Land Registry.

Proposed: Cllr. J.Dolphin

Seconded: Cllr. N.Campbell-White

Vote: 6 votes for.

Abstention: 1 vote.

- Once the Land in question **is registered**, Cllr. P.Caffyn suggested that a Tree survey be undertaken and a Landscaping Scheme for the area be initiated.

d) Parish Hall Sinking Fund.

Mr. John Griffith, Chairman of CASCA, is not back from holiday and therefore the matter was deferred until the next meeting.

e) Jubilee Pavilion – Break-in.

The necessary repairs resultant from the “break-in” have been completed and the cost is being paid direct by the Parish Council’s Insurance Company. Any excess to be paid by the Parish Council has not yet been advised.

f) Jubilee Pavilion – Gas Boiler Inspections/Maintenance.

Cllr. N.Campbell-White had endeavoured to arrange for quotations from numerous Companies and had been able to get two quotations. The costs have been quoted as £240-00 and £345 respectively. The quotation from Churches of St Cross seems to be the most suitable and they will provide a “Safety Certificate” and a “Landlords Safety Certificate”

Agreed:

Churches of St Cross, Winchester, be contracted to service and maintain/undertake inspections of the Gas Boilers at the Jubilee Pavilion at an annual fee of £240-00 per annum.

Vote: By a show of hands Unanimous.

g) Review of Financial Regulations.

Cllr. J.Richardson raised the matter of Financial Regulations and the need to get multiple quotations for work which costs very little. He suggested that these Regulations need to be reviewed in the climate of current costs.

Agreed:

The Parish Council's Financial Regulations to be reviewed as part of the review of the Parish Council's Committee Organisational Structure, by the Finance and Administration Committee.

Vote:- By a show of hands Unanimous.

h) Hiring out of Jubilee Pavilion.

An e-mail had been received from Ken Staunton on behalf of the Sports Club concerning the possibility of the Sports Club hiring out the Jubilee Pavilion and charging for such hiring's. He enquired as to who can authorise the hiring out, can the Sports Club make a charge, what the Insurance considerations were, how many people are licensed to use the Club Room and what terms apply to the use of the Bar.

It was commented that the Sports Club should be encouraged to undertake Fundraising in order to ensure that they are eventually able to pay an equitable rent for the Facilities leased by them.

The Clerk advised the meeting that a review of the Lease with the Sports Club revealed the following:-

- The Sports Club as Tenant of the Jubilee Pavilion/Memorial Playing Field are authorised under the terms of the Lease to hire out the facilities they Lease from the Parish Council.
- A non-favourable commercial charge should be made for such hiring's.
- The question of licensing and the use of the Bar is down to the Sports Club as the License is taken out in their name.

With regard to Insurance, under our Insurance policy, any accident CAUSED BY BAD MAINTENANCE of the Building is covered, ie., if the ceiling in the club room collapses and injures somebody, then our Insurance covers the resultant claim. Accordingly, our insurance covers people using the Jubilee Pavilion for purposes that the Parish Council have agreed to in terms of the Lease.

If the Jubilee Pavilion is hired out by the Sports Club on a COMMERCIAL BASIS who are thereby taking a charge for the hire, our Insurance will not cover any accident that occurs to those hiring the Pavilion if such

an accident is the result of the activities of the hirer. In such circumstances, the hirer will need to have their own insurance. This has been confirmed by Allianz/Cornhill over the telephone.

A synopsis of the review of the Lease with the Sports Club is as per Appendix "I".

It was concluded that the Parish Council needs to review its Insurance cover of the Jubilee Pavilion to include cover for Commercial Hiring.

Action:-

The Clerk to obtain a quotation from the Allianz/Cornhill for the increased premium to cover all eventualities and accidents occurring in the Jubilee Pavilion when the Pavilion is hired out on a Commercial Basis.

Action:-

The Clerk to forward a copy of the Lease with the Sports Club to Ken Staunton, together with a copy of the notes (Appendix "I"), pointing out the current restrictions on Insurance cover when hiring out the Jubilee Pavilion.

11. Planning Committee - Convenor's report.

Cllr. A.Walmsley's report is as per Appendix "J". The only matters raised were as follows:-

- The Planning Application covering Longacre Cottage, Clease Way, did not appear on the Weekly Lists received by the Clerk.
- The outcome of the Committee Meeting at Winchester City Council concerning Red Lane House is unknown.

a) Applications and decisions.

Planning Applications and Decisions for the month of January 2007 were as per Appendix "K".

b) South Winchester Park and Ride

Cllr. A.Walmsley reported as follows:-

- The Residents of Shawford continue to be consulted.
- A meeting had been undertaken with [Mott Gifford](#) at which the Parish Council's concerns were listened to.
- The avenue of trees along "Main Road" will not be disturbed.
- A "mini island" will be installed in "Main Road" at the entrance for buses to the Park and Ride facility effectively barring right hand turn access to the facility off this road.
- It will be possible to use the Busses into Winchester from the Park and Ride facility, without necessarily parking in the Park and Ride.
- Improved cycle and pedestrian access to the Park and Ride facility is being pursued.

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.

Cllr. M.Shaw reported that Jim Kimber continues to work on this issue. The small piece of tarmac has been completed.

b) Compton Street Play Area – Goal Posts.

Cllr. N.Campbell-White advised that this will be addressed in April 2007 when the weather is more suitable. He also advised that he had only committed to supplying the name of materials to be used together with the name of somebody to undertake the work. He had not committed to undertake the work himself.

c) Scrub clearance around the southern end of the Jubilee Pavilion Car Park

This matter had been discussed with Jim Kimber. Two quotations had been received by Cllr Shaw and the quotation from Jim Kimber was deemed the most appropriate.

Action:

The Clerk to write to Jim Kimber, accepting his quotation for work to the south of the Jubilee Pavilion Car Park at a cost of £405-00 plus VAT.

In addition, Jim Kimber had quoted for some ground work and seeding in the area next to the Equipment Storage Pavilion. Cllr. N.Campbell-White suggested that the trees adjacent to the Equipment Storage Shed, running north, needed significant cutting back to enable machine access to the area.

Agreed:

The Quotation from Jim Kimber to undertake work adjacent to the Equipment Storage Shed to the north of the Jubilee Pavilion Car Park to be accepted at a cost of £355-00 plus VAT. In addition, this work to be extended to include the cutting back of the trees adjacent to the Equipment Storage Shed, running north) providing that such additional work will not cost more than approximately £250-00 plus VAT. The seeking of additional Quotations will not be undertaken in this instance in order to proceed with the work at the earliest possible time.

Proposed:- Cllr. N.Campbell-White.

Seconded:- Cllr. P.Caffyn

Vote:- Unanimous.

Action:

The Clerk to write to Jim Kimber, accepting his quotation for the work adjacent to the Equipment Storage Shed and request him to extend the work to the cutting back of the trees running north next to the Equipment Storage Shed, providing such additional work does not cost more than £250-00 plus VAT.

13. Parish Hall.

(a) Report from our rep on CASCA Management

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

Cllr. Millar also reported that significant growth of moss on the roof of the Parish Hall was thought to be contributing to the water leak. The guttering had become blocked and Cllr. N.Campbell-White had undertaken some work in this matter.

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

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

a) Victorian Jubilee Memorial – Refurbishment/Landscaping.

Covered within Cllr. Caffyn's report, Appendix "M". In addition the following was discussed:-

- It is intended to undertake the cleaning/tidying of the whole corner of Land in 2 to 3 stages.
- Firstly, it is planned to get a "gardener" just to tidy the area and then re-assess what is required to six months time.
- The Parish Council may need to apply for a "Cultivation License" in order to do this clearing/tidying of the area.
- As the Land is owned by Hampshire County Council, this needs to be discussed further with them.

Action:

Cllr. P.Caffyn to discuss with Hampshire County Council the proposal to clean/tidy the land upon which the Victorian Jubilee Memorial stands, obtain a "Cultivation License", if necessary and get on with stage 1 of the proposed work.

b) Notice Boards – removal/new one and relocation.

Quotations for the provision of a new Notice Board are still being pursued.

c) Street Lighting Maintenance Contract.

This subject need not be addressed for another 12 months, therefore it will be removed from the Agenda.

d) Bus Shelter Repairs

The necessary repairs to the bus shelters is being left in abeyance until April when the weather will be more suitable for such work.

The Clerk advised that a plastic panel had been knocked out of the Bust Shelter in Compton Street and the shelter in general needed cleaning. Cllr. Caffyn advised that she would look at it.

e) Village Spring Clean.

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

15. Parish Plan – progress.

a) Progress update

b) Financial Contribution from the Parish Council

Motion:-

“The Parish Council agrees to contribute £1,000-00 out of Parish Council Reserves towards the costs of the Parish Plan Project”.

This issue arose as a result of a letter being received from the Parish Plan Project committee requesting the Parish Council to transfer the £1000-00 contribution to the account of the Parish Plan Project. Some discussion ensued as follows:-

- The Clerk advised that there was no record of the Parish Council committing to the contribution of £1000-00 in the Parish Council records.
- There was some recollection by some members that it was intended that the Parish Council would contribute £1000-00.
- It was also recollected that CASCA would make some contribution.
- It was assumed that the major costs of the Parish Plan Project would come towards the end of the project.
- There was some concern as to why the money was being requested now.
- Cllr. A.Walmsley advised that it had been stated that the mechanics of obtaining this money necessitated a claim being made on the Parish Council, hence the letter.
- Cllr. Walmsley advised that the Parish Plan Project has not spent the money as yet and do not necessarily need it now.
- In the successful Grant Application to DEFRA, it was stated that the Parish Council was expected to contribute £1000-00 to the project.
- This sum of money was not Budgeted in either the 2006/2007 or the 2007/2008 Budgets and to Budget such a sum in the 2008/2009 Budgets would be too late.
- It therefore seemed appropriate to pay this contribution now out of Parish Council reserves.

Agreed:

The Parish Council agrees to contribute £1,000-00 out of Parish Council Reserves towards the costs of the Parish Plan Project.

Proposed: Cllr. N.Campbell-White

Seconded: Cllr. P.Caffyn

Vote: Unanimous.

Action:

The Clerk to arrange for payment of £1000-00 to the Parish Plan Project out of the Parish Council's reserves.

16. Annual Parish Assembly – 25th April 2007.

a) Newsletter

The Newsletter to be produced and distributed in accordance with the Procedures outlined in Appendix "N". It is intended that this Newsletter will endeavour to encourage people to appreciate their Parish Council and possibly consider standing for election in May 2008.

b) Guest Speaker

Mr. Peter Betts has been asked to Speak at the Annual Parish Assembly and this was considered appropriate if he could be seen as one of two Keynote Speakers. The other joint Keynote Speaker was suggested to be Mr. Keith Wood, Portfolio Holder Planning, of Winchester City Council.

Action:

Cllr. N.Campbell-White to ask Mr. Keith Wood, Portfolio Holder Planning, of Winchester

City Council, if he would be prepared to act as one of two joint Keynote Speakers at the Annual Parish Assembly on 25th April 2007.

c) Procedures.

The procedures to be followed at the Annual Parish Assembly on 25th April 2007 are as per Appendix "N".

17. Succession.

This issue concerns the encouragement of potential new Parish Councillors onto the Parish Council at the time of the Elections due in May 2008. This subject was deferred until the next Parish Council meeting.

A.O.B.

1. Cllr. J.Richardson enquired whether the funds presently held in the "Open Space Fund" by Winchester City Council were "Ring Fenced" and whether there is any possibility that they will disappear if the Parish Council do not use them. This matter will be deferred to District Councillor George Beckett for comment at the next Parish Council Meeting.
2. It was asked whether anything was known about a threat of the Post Office being closed. Nothing was known.
3. It was asked whether anything was happening about the bench seat opposite Highways Road, proposed by Charlotte Bailey. The Clerk advised that a reminder had been sent to Charlotte Bailey, but nothing further had been heard.

18. Date of Next Meeting.

6th March 2007.

Compton and Shawford Parish Council

Minutes of the Compton and Shawford PARISH COUNCIL MEETING held on Tuesday 6th March 2007 in the Compton Room, Shawford Parish Hall, starting at 7.15pm.

Present:

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

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 February 2007 was circulated to all Councillors in attendance.

2. Apologies for absence.

Cllr.N.Campbell-White
County Councillor Charlotte Bailey
District Councillor Murray Macmillan

3. Minutes - To approve the minutes of the meeting held on 6th February 2007 (as circulated)

Page 5, first line insert the words "is registered" so that the bullet point reads "Once the Land in question is registered, Cllr P.Caffyn suggested that a Tree survey be undertaken and a Landscaping Scheme for the area be initiated".

Page 6, item 11 b), second bullet point, "Hampshire County Council" be replaced with "Mott Gifford".

There being no other issues raised, the accuracy of the Minutes of the meeting held 6th February 2007 was voted upon:

Agreed:

The Parish Council agreed that the Minutes of the meeting held 2nd January 2007 as circulated and amended, were a true record of that meeting.

Proposed:- Cllr. Cllr. J.Richardson

Secoded:- Cllr. A.Walmsley

Vote:- 5 votes for.

Abstentions: 3 votes due to non attendance.

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: A brief review of the Outstanding Action points resulted in the following:

ID672 – Cllr G.Beckett advised that he anticipates a response to the effect that the numbers of dwellings proposed does not demand an element of Social Housing. The application for a further four dwellings will be seen as a separate issue as these are proposed for a separate curtlage. A formal response to Cllr. G.Beckett's enquiry is awaited.

ID670 – A date for the proposed meeting has yet to be determined.

ID671 and ID617 – These two "Action Points" to be combined into one Action Point.

ID690 – It is not known whether Cllr. N.Campbell-White had yet requested Mr. Keith Wood to be a "Keynote Speaker" at the Annual Parish Assembly. Cllr. G.Beckett questioned the suitability of Mr. Keith Wood. It was pointed out that it was anticipated that Mr. Keith Wood would be a "Joint Keynote Speaker" in conjunction with Mr. Peter Betts to speak on Planning Issues arising from matters raised in the developing Parish Plan. Cllr. Beckett suggested that Mrs. Fiona Tebutt may be a more appropriate "Joint Keynote Speaker".

Action:

Cllr. G.Beckett to enquire if Mr. Keith Wood has been asked to act as "Joint Keynote Speaker" at the Annual Parish Assembly on the 25th April 2007, and if not, ask Mrs. Fiona Tebutt if she would undertake the role. The outcome of these enquiries to be advised to the Clerk for formal invitations to be initiated.

ID687 – Cllr. M.Shaw advised that Mr. Jim Kimber will be undertaking the work requested in respect of cutting back the trees adjacent to the Equipment Storage

Shed to the north of the Jubilee Car Park, such work to be undertaken on Saturday 10th February 2007 and the cost of which will be within the £250-00 as requested.

All other Outstanding Action Points continue to be outstanding.

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

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

The Meeting will be re-opened.

5. Police Report.

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

6. District Councillor's Report.

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

Cllr. Beckett also advised the meeting of the following:

- Within his report, the issues in respect of the District Council's Budgets are stated in the "future" tense as these matters were reported in anticipation. They have now been fully ratified by Winchester City Council and should now be read in the "past" tense.
- Some problems are anticipated in respect of "equal Pay" and "age related Pay" within the City Council.
- Significantly less income is being received from the City Council's Car Parks. This is due to some loss of City Council Car Parking, together with the increase in "Season Ticket" demand.
- It is anticipated that there will be numerous complaints about the anticipated increase in charges for Parking at the Bar End Park and Ride facility.

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".

Within her report, Councillor Bailey reported on the following:

- Hampshire County Council Budget.
- Shawford Down
- Street Lighting
- Bridleways
- 4 Star Status for Hampshire County Council
- Hampshire Action Teams/HATs.

In respect of the Street Lighting issue, Cllr. J.Dolphin raised the matter of cost to the Parish Council for Street Lighting to date. The Clerk advised that the Parish Council had been charged by Hampshire County Council £407-32 plus VAT for the period 1st April 2006 to 31st December 2006. Accordingly, Cllr. Dolphin asked if anyone was aware of an alternate provider for these services, from whom the Parish Council could obtain a quotation for Comparison purposes.

Action:

Cllr. P.Caffyn to contact "David Webster Lighting" to obtain a quotation for Street Lighting maintenance to cover the Street Lights owned by the Parish Council.

Action:

The Clerk to request HAPTC and WADPC for the names of contractors who are able to undertake Street Lighting maintenance on the Street Lights owned by 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 referenced the matter of the fallen tree in Compton Lock. The Clerk advised that there was a copy of an exchange of e-mails from Chris Corcoran, Twyford Parish Council, which indicated the removal of the fallen tree was in hand.

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) Registration of Parish Council Land with Land Registry.

The Clerk advised the meeting that Mr. Mathew Watson of Hampshire County Council was still searching for the original documents showing the ownership of the Land in Hurdle Way which is in question. No further progress beyond this has been made in respect of this issue.

c) Review of Financial Regulations.

Covered within Cllr. J.Richardson's report, Appendix "E". Some discussion took place upon the matter of "Multi Year Contracts" and the handling of such contracts in terms of the Financial Regulations. It was concluded that tenders would be evaluated on the cost of a Yearly quotation, regardless of the overall multi year contract. Accordingly the motion as recommended in Cllr. J.Richardson's report, Appendix "E", would need expanding to cover this issue.

Agreed:

When considering a "multi year" contract, the Parish Council will use the cost of a single year to determine the requirements for obtaining the relevant number of quotations. The overall cost of a "multi year" contract will not be taken into account, only the cost of the first year will be considered. Use of a multi-year contract will be at the discretion of the Committee responsible. Such wording to be added to the Motion to raise the cost levels for Tendering.

Proposed: Cllr. A.Walmsley

Seconded: Cllr. M.Shaw

Vote: Unanimous.

Agreed:

1) - Items of expenditure up to £500 – no competitive tendering required, but a written quotation must be obtained.

2) - Items of expenditure of £501 to £1000 – a minimum of 2 quotations must be obtained in writing.

3) - Items of expenditure above £1000 – a minimum of 3 quotations must be obtained in writing and must be sanctioned by the full Parish Council before commitment.

When considering a "multi year" contract, the Parish Council will view the cost of the contract on a single year basis when determining the application of the banding under the Financial Regulations for determining the requirements for obtaining the relevant number of quotations. The overall cost of a "multi year" contract will not be taken into account, only the cost of the first year will be considered. Application of this approach will be at the discretion of the Committee responsible.

Proposed: Cllr. J.Richardson

Seconded: Cllr. J.Dolphin

Vote: Unanimous.

d) Parish Council – Organisational Structure.

Within his report, Appendix "E", Cllr. J.Richardson detailed his recommendations for re-organising the Committee structure within the Parish Council. Some discussion on this subject took place, the main points being as follows:-

- Essentially, the Committee Structure will reduce to three Committees.
- The various Parish Council "Representatives" will report into a Committee rather than direct to the Parish Council.

- By this means, a more streamlined organisational structure is achieved.
- The general consensus of members was one of support.
- It was pointed out that it had always been the practice of the Parish Council to avoid a situation whereby membership of a Committee did not exceed 50% of the Parish Council membership, this was to avoid the situation where a Committee could outvote the full Parish Council.
- It was suggested that implementation of the new Organisational Structure should take place subsequent to the Annual Parish Council Meeting in May 2007.
- The details of Membership to the proposed Committees could be determined at the Annual Parish Council Meeting in May 2007.
- However, it was deemed necessary to agree on the overall organisational structure now, in order to prepare for the detailed decisions in May 2007.

Agreed:

The Parish Council agrees to re-structure the Parish Council Committees in accordance with Cllr. J.Richardson's report, Appendix "E", in as far as the Structure of the Committees. The membership of the Committees to be agreed at the Annual Parish Council meeting to be held in May 2007.

Proposed: Cllr. J.Richardson

Seconded: Cllr. J.Dolphin

Vote: Unanimous.

Action:

The Clerk to re-write the Job Descriptions for the Convenors of the new restructured Parish Council Committees for consideration at the April 2007 Parish Council meeting.

e) Open Space Fund

As a result of an e-mail received from Stuart Dunbar-Dempsey of Winchester City Council, wherein the Parish Council was encouraged to spend the £66,000-00 (approx.) currently sitting on the Open Space Fund for Compton and Shawford Parish Council, this subject was discussed and the main points were as follows:-

- There were some members who were in favour of spending the money now on items for the Youth of the Parish and further Sporting facilities.
- However, it was also pointed out that the Parish Council should not focus only upon the Youth of the Parish nor on Sporting issues.
- To-date, monies deposited in the Open Space Fund have never been lost or returned to the developers.
- New regulations regarding "106 payments" will be introduced which will result in Open Space Funding ceasing to exist.
- The Funds within the Open Space Fund are strictly controlled as to their usage.
- The Parish Council has a policy, adopted in April 2005, to allow our Open Space funds to accumulate until sufficient are available for the purchase of a significant capital asset that will benefit future generations of Parishioners, rather than being spent on smaller items of sporting equipment or transient facilities for youth e.g. Play Equipment.
- It was suggested that the acquisition of Land in Shawford for the construction of a Play Area in Shawford Village would be a suitable way in which to use the Open Space Fund monies.
- With the development of a "Parish Plan", it was considered that such a plan may well identify various needs within the Parish for which the Open Space Fund could be used.
- It was pointed out that the Open Space Fund being held by Winchester City Council on behalf of Compton and Shawford Parish Council was quite modest when compared with other Parishes in the district.

Agreed/Action:

The Clerk to write to Stuart Dunbar-Dempsey of Winchester City Council advising him in respect of the Open Space Fund, that this Parish Council has a "Policy Statement", previously submitted to Winchester City Council and that it is anticipated some usage of the fund will arise out of the requirements for the Parish being determined by the "Parish Plan" which is currently under development.

Vote: By a show of hands – Unanimous.

f) Code of Conduct – consultation document.

Cllr. G.Beckett advised the meeting that this document is of little relevance to this Parish Council. It is essentially a simplification of the Code of Conduct. A copy of the document is held on file by the Clerk.

11. Planning Committee - Convenor's report.

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

Cllr. Walmsley said it had been a very quiet month with regard to Planning, and he had nothing to add.. There were no issues arising.

a) Applications and decisions.

Planning Applications and Decisions for the month of January 2007 were as per Appendix "I".

Cllr. G.Beckett left the meeting at this point due to an alternate engagement.

Cllr. J.Dolphin referenced certain issues in respect of Compton Primary School, the main points being as follows:-

- The School has an "Admissions Policy" which is adhered to.
- Currently the School is full to capacity.
- All pupils in the current intake of the School reside within the Parish, apart from two siblings of existing students.
- Further applications to attend the school had to be refused due to the School being full.
- These refusals were taken to "Appeal" by the parents of one family of potential pupils wishing to attend the School.
- The School lost the Appeal.
- There is considered to be no room to expand the School
- Concern over the potential new residents within the Parish wishing to send their children to Compton School have been expressed.
- In Planning terms, with this constraint upon spaces within the School, it is considered that the question of "Sustainability" within the Parish must now be considered by the Planners at Winchester City Council.
- With the development at Tilden Road, the situation will be exacerbated.
- Cllr. J.Dolphin recommended that the Parish Council should write to the Planners at Winchester City Council concerning the sustainability of Compton School in providing places at the School.

Agreed/Action:

Cllr. J.Dolphin to draft a letter to the Planners at Winchester City Council, drawing their attention to the sustainability of Compton Primary School and their current inability to provide places at the School for new and additional potential pupils wishing to attend the School as the School is now full.

Proposed: Cllr. J.Dolphin

Seconded: Cllr. P.Caffyn.

Vote for: 4 votes

Vote against: 1 vote

Abstentions: 2 votes.

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

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

- The various items of scrub clearance etc., around the Jubilee Pavilion is proceeding.
- There were no other issues to raise.

13. Parish Hall.

(a) Report from our rep on CASCA Management

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

Cllr Millar also advised the meeting of the following:-

- A copy of the Risk Assessment Document was handed to the Parish Council.
- £15,000-00 of CASCA funds are being transferred to a higher yield investment.

- The Question of Insurance of the Trustees liability had been raised. It was asked if the Parish Council Insurance covered at least those Parish Councillors who are also Trustees of CASCA. It was thought that this was most unlikely as the Parish Council Insurance would only cover those individuals when acting as Parish Councillors, not when acting as Trustees of CASCA. The question of Insurance for the Trustees of CASCA would depend upon the Insurance that CASCA takes out.

Action:

Cllr. J.Dolphin to add the issue of Insurance for the Trustees of CASCA to his discussions with CASCA concerning the Parish Hall Sinking Fund.

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/Landscaping.

Covered within Cllr. P.Caffyn’s report, Appendix “K”. In addition, Cllr. Caffyn advised the following:-

- Neil Broadbent of Hampshire County Council has proven to be most helpful.
- The work can go ahead
- Installation of some paving slabs will be accepted.
- Replacement of the Rubbish Bin is accepted.
- If all the rubbish cleared out by Fred Warner is put in Bags, Neil Broadbent will arrange for it collection.

b) Notice Boards – removal/new one and relocation.

No progress on this issue to-date.

c) Bus Shelter Repairs

This matter is being left in abeyance until there is better weather..

d) Village Spring Clean.

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

15. Parish Plan – progress.

a) Progress update

This subject was referenced in Cllr. A.Walmsley’s report, Appendix “H”.

A copy of the Parish Plan Committee meeting Minutes dated 15th February 2007 are as per Appendix “L”.

Mr Peter Betts advised the Parish Council the following:

“We hope to have the questionnaire ready to be distributed around the Parish for some time in May. We will need helpers to ensure a) it gets to everyone and 2) it is completed and returned. Small numbers allocated per helper will be the answer. Would members of the Parish Council give their names as helpers? Could you ask for me?”

16. Annual Parish Assembly – 25th April 2007.

a) Newsletter

Cllr. A Walmsley requested that all Convenor’s reports be submitted to him by 25th March 2007 for inclusion within the Newsletter. The Clerk pointed out that figures for the Accounts could not be provided until the first week in April 2007.

b) Guest Speaker

This subject is covered under Item 4 above, in respect of the outstanding Action Point ID690.

17. Succession.

Cllr. J.Dolphin raised the subject of the Parish Council not achieving sufficient numbers of people wishing to stand for Election at the Parish Council Elections due in May 2008. Enquiries of HAPTC indicate the following:-

1. If only 3 persons stand, the council will be quorate providing the 3 always attend meetings. Of course if one should be absent then you will not be quorate and no decisions can be made.

2. If you do not get enough people to stand then Winchester City Council will put someone in until some co-options are made and then withdraw.

Further questions concerning nobody standing for election and the Clerk resigning, could not be answered by HAPTC.

For these reasons, together with the fact that many of the current Parish Councillors may not wish to stand for re-election, it is deemed necessary to encourage Parishioners to develop an interest in the activities of the Parish Council and to consider standing for election in May 2008. It is hoped that work on the Parish Plan will encourage some Parishioners in taking an interest in the work of the Parish Council. However, even this seems to be reliant upon the usual same people getting involved. A wider interest needs to be encouraged.

It was concluded that part of the "Chairman's Report" at the Annual Parish Assembly should encompass this issue.

A.O.B.

1. The Clerk advised that a response from Allianz/Cornhill indicated that the Parish Council are unable to secure Insurance cover for the activities of the Hirers of the Jubilee Pavilion. In such circumstances, the Hirers must take out their own Insurance. The Clerk will pass this information on to Mr. Ken Staunton.

18. Date of Next Meeting.

3rd April 2007.

Compton and Shawford Parish Council

Minutes of the Compton and Shawford PARISH COUNCIL MEETING held on Tuesday 3rd April 2007 in the Compton Room, Shawford Parish Hall, starting at 7.15pm.

Present:

Mr. J.Dolphin (Chairman), Mr. G.Beckett, Mrs, P.Caffyn, Mrs. J.Millar. Mr. J.Richardson, Mrs. M.Shaw, Mr. A.Walmsley.

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

1. Correspondence circulated to all members for their response.
The correspondence file containing the correspondence for the month of March 2007 was circulated to all Councillors in attendance.
2. Apologies for absence. Cllr.N.Campbell-White
Cllr. T.Threfall,
3. Minutes - To approve the minutes of the meeting held on 6th March 2007 (as circulated)
At the top of Page 4, third bullet point, it was requested that the word "was" be inserted in the last phrase of the point, to read !....., this was to avoid the situation....."

There being no other issues raised, the accuracy of the Minutes of the meeting held 6th March 2007 was voted upon:

Agreed:

The Parish Council agreed that the Minutes of the meeting held 6th March 2007 as circulated and amended, were a true record of that meeting.

Proposed:- Cllr. J.Richardson

Seconded:- Cllr. M.Shaw

Vote:- Unanimous

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

Matters Arising.

Cllr. J.Dolphin advised that the issue of Insurance Cover for the Trustees of CASCA, including the Parish Council representatives sitting on the Board of Trustees, is being looked into by Mr. John Griffith, Chairman of CASCA.

Cllr. G.Beckett enquired whether the Parish Council's position on use of the Open Space Fund had been advised to Winchester City Council. The Clerk confirmed that this had been done.

Outstanding Action Points.

No issues were raised.

Outstanding Action points as a result of this meeting are as per Appendix "A".

The Meeting will be closed

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

The Chairman stated that there were two main issues that members of the attending Public wished to raise, these being the Planning Application covering the proposed Aggregates Recycling Plant at Four Dell Farm and the matter of extending the Church Graveyard at All Saints Church at Compton.

Graveyard extension

Capt. D.Oddie outlined the main points concerning this matter as follows:-

- There is currently a shortage of space in the existing Graveyard.
- There is suitable land (half an acre) adjacent to the graveyard into which the Graveyard could be extended.

- Hampshire County Council, who currently own the land in question, are prepared to lease it or sell it outright for the purpose of extending the Graveyard.
- Winchester City Council have granted Planning Permission to extend the Graveyard into this piece of Land.
- The cost of purchasing this piece of land is anticipated to be approximately £3,000.
- This cost covers the purchase of the Land together with suitable boundary fencing, no landscaping costs are included.
- The Parochial Church Council is looking to the Parish Council to assist in purchasing this piece of Land, to the extent of contributing 50% of the anticipated purchase cost, i.e., £1,500-00.
- It is proposed to undertake the extension of the Graveyard within a two and a half year timescale.
- It was pointed out that anybody on the Electoral Roll for the Parish has the right to be buried in the Graveyard.
- The Grave plots are not sold on a commercial bases.
- With this additional piece of Land, the Graveyard would have adequate space for the next 60 to 70 years.
- The Church is not obliged to make available additional space for future needs.
- When the current Graveyard is full, the PCC would pass their responsibility for the provision of Grave plots to the Local Authority; this would be Winchester City Council as the Parish Council would not wish to involve themselves in administering a graveyard.
- However, it was noted that the Parish Council does have the authority to provide a Graveyard.

The Chairman thanked Capt. D.Oddie for his submission and advised the matter would be discussed by the Parish Council.

Planning Application for an Aggregates Recycling Plant at Four Dell Farm

Numerous submissions and statements were made by members of the Public in attendance, the main points made were as follows:-

- As the Planning Application concerns Waste and Minerals etc., it is in the hands of Hampshire County Council to consider and rule upon, as opposed to Winchester City Council who are just a Consultee in the process.
- A major part of this proposal is the use of a Concrete Crusher on the site.
- The result of allowing this application is an increase in pollution encompassing noise, dust and light.
- The Granting of this Planning Application is viewed as a metamorphous of the site from Agricultural to Industrial.
- Currently, the local residents tolerate noise pollution from the Motorway and Aircraft, and this application only adds to this.
- It was felt that insufficient notification to residents was undertaken.
- The information contained in the Planning Application was un-clear.
- Proposals for installation of "bunds" appeared insufficient.
- A "pan Hampshire" policy for this type of facility was needed by Hampshire County Council, rather than allowing ad hoc installations to be built in inappropriate locations.
- The 2004 Planning Application which was granted with significant restrictions has evidently already been breeched, so much so that even current activities would appear to be illegal.
- However, without receiving any complaints, Winchester City Council are not in a position to initiate any "enforcement procedures".
- Breeches of existing Planning Permissions on the site are not relevant to any new Planning Application.
- The general Public are not necessarily aware of the details of any restrictions and the system does not adequately inform the local affected residents.
- Whilst there is a "cap" on the tonnage of materials to be recycled, it was thought that such limits would eventually be extended over time.
- The current activities, which are construed as being illegal, should not be used as a "benchmark" for the proposed activities, especially so in respect of Heavy Lorry movements.

- The Dust Pollution anticipated, if allowed, will affect local residents in years to come, even though initial attempts to control such pollution is undertaken by the operator.

The Chairman thanked the attending public for their contributions and the matter will be discussed further during the session concerning Planning.

The Meeting will be re-opened.

5. **Police Report.**

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

- During the preceding month, there had been only four crimes reported; 1 theft from a motor car, 2 instances of criminal damage and 1 theft of a motor car. It was stated that these figures portray a low level of crime in the area.
- A brief overview of the Policing Reorganisation was given as follows:
 - The new "Super Beat" of "Southgate" was detailed, which is based at Twyford Police Station and which covers the South Western approaches to Winchester.
 - This Southgate "Super Beat" will be staffed by 5 Police Officers together with two Police Support Officers, working a two shift day.
 - There was concern that "Stanmore" and "St.Cross" are included within the Southgate Beat.

It was asked whether there had been any progress in the investigation concerning the recent Jubilee Pavilion break in. PC Halpern had no information covering this issue, but would look into it.

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

Due to the forthcoming District Council elections, District Councillor G.Beckett had not submitted a written report and had no other specific issues to report upon.

However, in respect of the Four Dell Farm Planning Application is concerned, Cllr. Beckett advised that Winchester City Council would view the application from the following perspectives:-

1. Environmental Protection
2. Landscaping
3. Environment Agency approval
4. Drainage
5. Highways matters.
6. Conformance with the Winchester District Local Plan.

District Councillor M. Macmillan reported on his activities concerning the Four Dell Farm Planning Application, the main points being as follows:-

- On site noise measuring will be undertaken on 4th April 2007.
- Consultation with Highways Department on the effect these proposals will have in respect of the local roads, is ongoing.

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

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

In her report, Councillor Bailey reported upon the following:-

- Shawford Down
- Poles Lane Application (Four Dell Farm Planning Application)
- Speed Limits
- Library Service
- PCSOs and ACSOs.

Cllr. G.Beckett referenced the issue of 30mph speed limits and suggested that if they were imposed along "Main Road", there would be an impact upon the issue of "Sight Lines" in connection with planning matters.

Cllr. A.Walmsley was pleased to note that the Highland Cattle had appeared on Shawford Down and enquired as to how long they are likely to remain. Cllr. Bailey advised that three would remain for the Summer.

Cllr. Bailey was asked how the noise measurements were being undertaken in respect of the Four Dell Farm Planning Application on the 4th April. Cllr Bailey that the Noise Consultants would commence measurements at 9.00am, at different locations in the area when the Concrete Crusher is in operation.

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 as per Appendix "C".

Cllr. A Walmsley commented that the fallen tree in Compton Lock had now been removed.

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 "D".

a) Parish Accounts - Cheques for payment

The state of the Parish Council accounts at the time of this meeting were as per Appendix "E".

Cheques raised since the last Parish Council meeting are as per Appendix "F".

b) Accounts for Financial Year 2006 – 2007.

Motion:-

"The Parish Council Accounts for the Financial Year 2006/2007 as circulated, be adopted by the Parish Council."

Cllr. J.Richardson pointed out that the item under "S.137 Payments" on page 5, needed to be increased from £450-00 to £708-37. Payments in respect of the "Julia Beckett Reception" had been omitted. This change does not affect the overall balance of the Parish Council Accounts.

The Clerk advised that a further "Bank Reconciliation" will take place when the Bank Statements are received covering the period up to the end of the Financial Year. This will only result to the in the reduction of "Uncleared Cheques" and a corresponding reduction in "Cash at Bank" . Again, this change does not affect the overall balance of the Parish Council Accounts.

Agreed:

The Parish Council Accounts for the Financial Year 2006/2007 as circulated and amended as per the above two amendments, be adopted by the Parish Council.

Proposed: Cllr. A.Walmsley

Seconded: Cllr. J.Dolphin.

Vote: Unanimous.

c) Clerk's Salary Increase.

Motion:-

"The Parish Council agrees to the increase in the Clerk's Salary in accordance with the National Scale, as from 1st April 2007."

Agreed:

The Parish Council agrees to the increase in the Clerk's Salary in accordance with the National Scale, as from 1st April 2007.

Proposed: Cllr. M.Shaw

Seconded: Cllr. P.Caffyn

Vote: Unanimous

d) Registration of Parish Council owned Land with the Land Registry.

Covered within Cllr. J.Richardson's report, Appendix "D".

Cllr. Richardson added that the last communication on this matter from Hampshire County Council, indicates that they believe that they own the piece of Land in Hurdle Way. There is obviously a difference of opinion between the Parish Council and Hampshire County Council and therefore the matter will be pursued.

With regard to the Piece of Land adjacent to Compton Heights, Cliff Way, a response from Hampshire County Council is still awaited.

e) Parish Hall and Jubilee Pavilion Sinking Fund.

Parish Hall

At the meeting with CASCA , the following was concluded:-

- It was noted that the Parish Council is seeking a “cash neutral position”.
- Accordingly, the Parish Council wish to reduce their contribution to the sinking fund.
- CASCA want to review the report from John Dowling.
- It is anticipated that the question of a Parish Council contribution to the sinking fund will have to be reviewed on a yearly basis.
- Accordingly, dependant upon the state of CASCA’s accounts, the Parish Council’s contribution will be £1000-00, or less, per annum.

Jubilee Pavilion.

- A report on the future maintenance needs of the Jubilee Pavilion from John Dowling is awaited.
- In the meantime, a sum of £1000-00 has been placed into an internal “sinking fund”, in the books of the Parish Council.
- It was noted that the Sports Club annual Rent and “Contribution” was less than the sum placed into this “ring fenced” sinking fund.
- The current Lease with the Sports Club which grants a beneficial Rent, is due for review, in as far as the Rent payable by the Sports Club in concerned, by April 2008.

Cllr. Richardson advised that work on these matters continues.

f) Parish Council revised Organisational Structure and related Job Descriptions.

This subject was deferred to the Finance and Administration Committee.

Action:

The Clerk to supply “soft copies” of the Draft Job descriptions to members of the Finance and administration Committee.

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 January 2007 were as per Appendix “H”.

Following on from the “Public Session”, the main point of discussion was the Planning Application for an Aggregates Recycling Plant at Four Dell Farm. A significant amount of work on this subject had been undertaken by Cllr. J.Dolphin, a copy of his resultant e-mail detailing the situation is as per Appendix “I”. Discussions ensued, the main points being as follows:-

- The Planning Application being in connection with “Minerals and Waste” will be determined by Hampshire County Council as opposed to Winchester City Council who will be a Consultee in the process.
- The current illegal usage of the site as an “Industrial Site” is considered to be not relevant to any new planning Application.
- The anticipated Traffic increase is considered to be incorrect as such Traffic movements have been netted off with Traffic that currently does not exist.
- The Noise Survey is considered to be in-adequate in that measurements were only taken from two locations and only considered a single piece of equipment in isolation. Additionally, no allowance for Wind conditions was taken into account.
- The question of Dust pollution has been answered within the Planning Application.
- If the Parish Council were to “Object”, such an objection must be based upon sound planning reasons.
- It was concluded that any Objection should be based upon contravention of policy CE4 and CE16 as it was clear that the proposed development would be in contravention of these policies.
- A reliance on Noise considerations would likely have a disappointing outcome.

- In addition to the CE4 and CE16 considerations, the question of additional heavy traffic entering and exiting the site via in-adequate roads could be referenced. The Traffic measures imposed by Hampshire County Council have already failed the Waste Transfer site at Poles Lane, and the proposed Development at Four Dell Farm will only serve to worsen the situation.
 - Cllr. Charlotte Bailey confirmed that this Planning Application would be considered by the "Regulatory Committee", Hampshire County Council, at which members of the Public together with Consultees may speak.
 - Cllr. G.Beckett advised that Winchester City Council would be viewing this Application from the following perspectives:
 - Environmental protection
 - Landscape
 - Environment Agency
 - Drainage
 - Highways matters.
- Any perceived shortcomings in these areas will be reported and Winchester City Council's response to the Planning Application will be in accordance with such reports.
- Cllr. G.Beckett also advised that Hampshire County Council's need for such a recycling facility may override the needs of the Winchester Local Development Plan.
 - It was noted that Comments had to be submitted by 9th April 2007.

Agreed/Action:

Cllr. A.Walmsley to draft and submit a letter of Objection concerning the Planning Application for an Aggregates Recycling Plant at Four Dell Farm, basing such an objection on policy CE4 and CE16, together with traffic considerations.

Other Planning Applications referenced were as follows:-

- Silkstead Farm – considered to be an acceptable development in a countryside location.
- The Dell – undesirable as considered to be over-development of the site. However, it is difficult to object as precedents exist.
- Attwoods Drove – an interesting development and there is no reason to object.

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

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

- Jim Kimber has done much of the work on the areas surrounding the Jubilee Pavilion and Jubilee Pavilion Car Park.
- Only rolling and some grass seeding remains to be completed.
- The invoice covering all the work has been paid.

Cllr. Shaw raised the matter of the grass verge opposite Bramley House, on Memorial Playing Field. Whilst a letter had been sent to Bramley House complaining about the damage caused by vehicles entering/exiting Bramley House, there has been no noticeable improvement. Cllr. Shaw was requested to monitor the situation and it was suggested that the Sports Club could run their Roller over the damaged verge.

13. Parish Hall.

(a) Report from our rep on CASCA Management.

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

Cllr. Millar also advised the meeting that Mrs. Jo Pitt intends to retire in November 2007. It was stated that new people are needed to serve on the Management Board of CASCA.

(b) Trustees Insurance.

This subject is being investigated by Mr. John Griffith, Chairman of CASCA

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

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

a) Victorian Memorial

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

b) Shawford Goods Yard
Covered within Cllr. Caffyn's report, Appendix "K".

c) Notice Boards – removal/new one and relocation.
Covered within Cllr. Caffyn's report, Appendix "K".

Additionally, Cllr. Caffyn advised that initial enquiries indicate that the cost of a new suitable Notice Board is likely to be approximately £1000-00.

d) Village Spring Clean.
Covered within Cllr. Caffyn's report, Appendix "K". Cllr. Caffyn also advised that she is still waiting on Hampshire County Council to provide the required Plastic Sacks.

15. C & S Tennis Club – Shepherds Down School.

Declaration of Interest.
Cllr. P.Caffyn declared an interest in this subject.

Extensive discussion took place on this subject. The main points being as follows:-

- Part of the "Lottery Funding Bid" to build the Jubilee Pavilion was that various groups, including Shepherds Down School, would be allowed to use the Sporting Facilities such as the Tennis Courts at Memorial Playing Field.
- When Shepherds Down School approached the Tennis Club, applying to use the Tennis Courts, problems concerning Insurance cover were raised by the Tennis Club.
- The Tennis Club, whilst wishing to allow external groups to use the Tennis Courts and associated facilities, have been advised by their Insurers that they would not be covered by their insurance.
- Shepherds Down School advise that any Insurance issues for the School using the Tennis Courts and associated facilities, would be covered by their own Insurance.
- Due to this matter not being resolved to the satisfaction of both parties, the School have decided not to pursue the matter any further for this year.
- It was stated that the Tennis Club appeared to be in contravention of proposals made within the Lottery Bid application, and have not taken any steps to resolve the matter until the School made formal application to use the Tennis Courts. This was seen to be very disappointing.
- The Chairman suggested that he review the terms of the Lease with the Sports Club and the Tennis Club, preparatory to writing to the Tennis Club enquiring as to why this "stale mate" position has been reached.
- It is believed that the Parish Council should get involved in this issue as the Parish Council is the Landlord responsible for all the facilities in question.

Action:

The Clerk to provide copies of the Lease with the Sports Club and the Lease with the Tennis Club to the Chairman, Cllr. J.Dolphin.

Agreed/Action:

Cllr. J.Dolphin to write to the Tennis Club to obtain details in writing of their position in the matter of external groups such as Shepherds Down School, using the Tennis Courts and associated facilities.

By a show of Hands – 3 votes for
- 1 vote against.
- 3 abstentions

Cllr. A.Walmsley and Cllr. J.Richardson abstained for reasons of being members of the Sports Club/Tennis Club.

Cllr. P.Caffyn abstained for reasons of being the Chairman of the Board of Governors, Shepherds Down School.

16. Report on Parish Plan Project.

Covered within Cllr. A.Walmsley's report, Appendix "G".

17. Extension to Church Graveyard – Parish Council Contribution.

Declaration of Interest

Cllr, J.Dolphin, Cllr. J.Millar and Cllr. G.Beckett al declared a “non-prejudicial” interest in this subject

Further to the statements made by Capt. D.Oddie during the Public Session (see item 4 above), there was some discussions on the matter, the main points being as follows:-

- The Parish Council is empowered to provide, or assist in the provision of a Graveyard.
- As the requirement to be a Resident of the Parish and on the “Electoral Roll” is the only limitation on anybody wishing to be buried in the Graveyard, then the Parish Council’s involvement in this matter can only be seen as benefiting the Community as a whole.
- As there are currently no fees payable by the estate of those wishing to be buried in the Graveyard, then there are no commercial considerations impacting the deliberations of the Parish Council on this matter.
- There had previously been discussions concerning the Parish Council contributing to the establishment of a “Quiet Garden” adjacent to the Church, for the benefit of all Parishioners. This would be a larger piece of land than that identified for extending the Graveyard. However, it was thought appropriate to consider these two matters separately.
- Hampshire County Council are prepared to sell half an acre of land adjacent to the existing Graveyard for approximately £3,000-00. This would cover the acquisition of the Land and installation of suitable fencing. No landscaping is included in this cost.
- The Parish Council have been requested to contribute half this sum.
- Although it had been suggested that the Open Space Fund would be a suitable source for such funding, it was thought that such a use of the Open Space Fund would not be approved.
- It was generally agreed that the Parish Council should contribute to the extension of the Graveyard, and such a contribution could be paid out of Parish Council reserves.

Action:

The Clerk to place an Item on the Agenda for the next Parish Council meeting, together with a motion for the Parish Council to vote on the expenditure of £1,500-00 out of reserves for the extension of the Graveyard.

18. Annual Parish Assembly – 26 April 2006

a) Annual Report

Cllr. A.Walmsley distributed copies of the Annual Report to Councillors requesting any comments and/or corrections. On receipt of such comments/corrections and after suitable amendments, 600 copies would be printed. The printed document would be delivered to Cllr J.Millar for distribution.

b) Agenda for the Annual Parish Assembly

The Clerk will arrange for 600 copies of the Agenda to be printed and deliver them to Cllr. J.Millar for distribution with the Annual Report.

Action:

All Parish Councillors to distribute the Annual Report and Agenda for the Annual Parish Assembly, to all households within their area.

c) Keynote Speaker.

Mr. Peter Betts, Parish Plan Project, has confirmed that he will be one of the two Keynote Speakers. Mr. Keith Wood, Winchester City Council, is also understood to have confirmed that he will also be a Keynote Speaker.

d) Refreshments at Annual Parish Assembly.

Action:-

Cllr. J.Dolphin to contact Mrs Joan Olsen and arrange for the Woman’s Institute to provide refreshments at the Annual Parish Assembly on the 25th April 2007.

19. Civic Service – 2007.

The Clerk placed this item on the Agenda in order to answer two questions – 1) does the Parish Council wish to hold a Civic Service in 2007? - 2) should such a service take place.

The Chairman, Cllr. J.Dolphin, did not wish to take part in discussions on this subject and handed the Chair of the meeting over to Cllr. A.Walmsley, Deputy Chairman.

Some discussion took place to the effect that the Civic Service is a long standing tradition within the Parish and it would be nice to keep it going. It was pointed out that this year is Compton and Shawford's turn to host the Civic Service. A date for the Civic Service is required as soon as possible in order for the initial invitations to be sent to the Mayor of Winchester, the Mayor of Eastleigh and the local Member of Parliament.

Action:

Cllr. A.Walmsley to determine a suitable date in October 2007, upon which the Civic Service can be held at All Saints Church, Compton.

20. Date of Next Meeting.

1st May 2007.

Compton and Shawford Parish Council

Minutes of the Compton and Shawford ANNUAL PARISH COUNCIL MEETING held on Tuesday 1st May 2007 in the Compton Room, Shawford Parish Hall, starting at 7.15pm.

Present:

Mr. J.Dolphin, Mr. G.Beckett, Mrs. P.Caffyn, Mr..N.Campbell-White,. Mr. J.Richardson, Mrs. M.Shaw, Mr. A.Walmsley.

In attendance: 0 Members of the Public

1. **ELECTION of CHAIRMAN**

This being the Annual Parish Council meeting, the first item of business was the Election of a Chairman for the following twelve months. Unfortunately, there was no suitable Candidate that was prepared to be nominated due to personal commitments and the lack of candidates able or willing to fill all the Convenors' roles. Accordingly, the meeting was adjourned for Councillors to discuss and resolve this issue.

MEETING ADJOURNED FOR ONE HOUR.

Upon resuming the meeting, it was declared that there was still no suitable Candidate prepared to be Nominated for the office of Chairman for the following twelve months.

In order to progress the Business of this meeting, Cllr. J.Dolphin was persuaded to continue to undertake the role of Chairman for THIS ONE MEETING ONLY. The issue of electing a Chairman together with electing Convenors and appointments to the Committees was deferred to the June 2007 Parish Council meeting, thereby enabling Councillors to discuss and resolve these matters.

Agreed:

The Parish Council agree to elect a Chairman for this one meeting only and defer the election of a Chairman, Convenors of Committees and Appointments to those Committees, to the June 2007 Parish Council meeting.

Proposed: Cllr. G.Beckett

Seconded: Cllr. N.Campbell-White

Vote For: 6 votes

Vote Against: 1 vote.

Agreed:

Cllr. J.Dolphin to continue in his current role of Chairman of Compton and Shawford Parish Council for the **duration of this Parish Council meeting only.**

Proposed: Cllr. G.Beckett

Seconded: Cllr. N.Campbell-White

Vote: Unanimous.

2. **Correspondence** circulated to all members for their response.

The correspondence file containing the correspondence for the month of April 2007 was circulated to all Councillors in attendance.

3. **Apologies for absence.**

Cllr. J.Millar

Cllr. T.Threlfall

County Councillor Charlotte Bailey

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

There were no issues raised in respect of the Minutes of the Parish Council meeting held on 3rd April 2007.

Agreed:

The Parish Council agreed that the Minutes of the meeting held 3rd April 2007 as circulated, were a true record of that meeting.

Proposed:- Cllr. P.Caffyn

Seconded:- Cllr. M.Shaw

Vote:- 5 votes for

Abstentions: 1vote due to non attendance.

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

Matters arising.

There were no matters arising.

Outstanding Action Points.

ID701 - Cllr. J.Dolphin referenced action point ID701 where he was tasked with writing to the Tennis Club concerning their position in connection with allowing external groups to use the Tennis Courts. Cllr. Dolphin had reviewed the Lease with the Sports Club and Tennis Club and concluded that the best approach would be to obtain details of the Tennis Club's Insurance so that the Parish Council could understand the problem faced by the Tennis Club. This approach had been suggested to other Councillors by e-mail and some resistance to the suggested approach had been evidenced. Extensive discussion ensued which repeated the discussions of the previous Parish Council meeting. Accordingly the Chairman deferred the subject to a later date and requested that the outstanding Action Point be removed.

ID617 – Cllr. Richardson advised that this issue is being progressed.

ID595 – Cllr. N.Campbell-White advised that this issue continues to be progressed.

The Meeting will be closed

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

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

The Meeting will be re-opened.

6. **Police Report.**

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

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

Cllr. G.Beckett had not submitted a written report and advised that there was nothing to report, but would take any relevant questions.

Cllr. A.Walmsley wished to record his congratulations to Cllr.Beckett in the answer he gave to the Mr.Paul Murray question at the Annual Parish Assembly.

8. **County Councillor's Report.**

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

In her report, Cllr Bailey reported upon the following:

- Park View
- Shawford Down
- Poles Lane Application
- Enforcement
- Park and Ride
- Speeds
- Chief Executive of HCC retires.

There were no questions arising.

9. **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".

There were no questions arising.

10. **Transport Matters**

There were no matters raised.

11. 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 at the time of this meeting were as per Appendix "D".

Cheques raised since the last Parish Council meeting are as per Appendix "E".

b) Parish Council Insurances.

Motion

The Parish Council accepts the modest increase in the Parish Council Insurances for the year 2007/2008 and accepts the new Insurance Premium of £2,818-23.

Cllr. Richardson advised the meeting that there had been only a slight increase in the Insurance Premium and therefore recommended its acceptance.

Agreed:

The Parish Council accepts the modest increase in the Parish Council Insurances for the year 2007/2008 and accepts the new Insurance Premium of £2,818-23.

Proposed: Cllr. N.Campbell-White

Seconded: Cllr. G.Beckett

Vote: Unanimous.

c) External Audit – Annual Return.

Cllr. J.Richardson advised that the External Audit requires the Parish Council to formally certify the Statement of Assurance within the Annual Return. Accordingly the Parish Council needed to vote upon the nine points of the motion that was published on the Agenda for this meeting.

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 throughout the year an adequate and effective system of internal audit of the Council's accounting records and control systems and carried out a review of its effectiveness.

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 2007.

Proposed: Cllr. J.Dolphin

Seconded: Cllr. N.Campbell-White

Vote: Unanimous.

Cllr. Richardson advised the meeting that Mr. John Dowling is to undertake his review of the Jubilee Pavilion on 2nd May 2007, to determine a sinking fund and maintenance schedule.

12. Planning Committee. - Convenor's report.

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

a) Applications and decisions.

Planning Applications and Decisions for the month of January 2007 were as per Appendix "G".

The main issues concerning Planning raised by Cllr. Walmsley were as follows:-

Shawford Close

- The Planning Application concerning Shawford Close does not necessitate an objection.

South Winchester Park & Ride.

- It is understood that residents of Twyford object to the Planning Application concerning the South Winchester Park and Ride facility.
- Cllr. G.Beckett suggested that this Parish Council should respond to the Planning Application by reluctantly supporting it, due to the fact that the chosen site is the least obtrusive.
- Whilst some provision for "cycle tracks" to and from the facility have been made, these are not comprehensive.

Four Dell Farm – Aggregates Recycling

- Cllr. G.Beckett advised that Winchester City Council will be strongly objecting to this Planning Application on the grounds of visual intrusion. The issue of "noise" is still being investigated.
- With the regard to the issue of "Enforcement" of the existing Planning Permissions covering the site at Four Dell Farm, there are four issues being pursued by Winchester City Council.
- In essence, the current activities at Four Dell Farm are not authorised.

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

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

a) Grass Cutting Memorial Playing Field - Complaint.

The recent argument between Mr. Bob Jordan and the Grass Cutting Contractor, Mr. Jim Kimber, over the matter of the grass cutting commencing very early in the morning had resulted in the Police and Winchester City Council, Environmental Health Department, being involved. There were no witnesses to the incident and no further action is being taken. However it was considered that Grass Cutting should not commence before 7-30am.

Action:

The Clerk to write to Mr. Jim Kimber, the Grass Cutting Contractor, requesting him to ensure that no Grass Cutting on the Memorial Playing Field or the Compton Street Play area commences before 7-30am. This letter to be acknowledged by Mr. Jim Kimber and confirmation of his acceptance of this constraint to be obtained from him.

Cllr. M.Shaw advised the meeting that the state of the Playing Fields is looking good.

14. Parish Hall.

(a) Report from our rep on CASCA Management.

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

Cllr. J.Richardson referenced the issue of the Parish Hall Sinking Fund and discussion ensued, the main points being as follows:-

- Discussions with John Griffith reveal that CASCA wish to examine the John Dowling report in more detail.
- This examination will enable a suitable amount to be placed in the Sinking Fund on an annual basis.
- It is intended that if sufficient profits are made by CASCA in one year to cover the amount to be placed in the Sinking Fund, then the Parish Council will not be expected to make a contribution in the subsequent year. Essentially, the Parish Council's contribution will be made in arrears.

- CASCA will revert to the Parish Council with suggested amounts to be placed in the Sinking Fund.
- In the meantime, the Parish Council will continue to Precept for sums to be placed in the Sinking Fund.
-

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

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

Notice Boards.

Whilst one quotation has been received, it is realised that due to the average cost of new Notice Boards (in excess of one thousand pounds) it will be necessary to obtain three quotations. This is being pursued.

Village Spring Clean.

There was limited involvement from Parishioners in this matter, which was very disappointing. However, Mr. Ron Yates has been undertaking his own periodic rubbish collection in the Compton Street area. Accordingly it was requested that a “Note of Thanks” to Mr. Yates, be recorded in the Minutes of this meeting.

Bus Shelters.

Quotations for the repair and refurbishment of the Bus Shelters are awaited.

16. **Parish Plan.**

A full and detailed report of the progress of the Parish Plan Project was given to the Annual Parish Assembly on the 25th April 2007 and there was no further information to report.

17. **Graveyard Extension.**

This subject was discussed at length at the last Parish Council meeting on the 3rd April 2007, no further discussion being necessary.

Agreed:

The Parish Council agrees to contribute the sum of £1,500-00 towards the cost of extending the Graveyard at All Saints Church, Compton, on the understanding that any Parishioner on the Electoral Role for the Parish of Compton and Shawford has a right to be buried there and on the understanding that there is no charge made for the Burial Plots

Proposed: Cllr. A.Walmsley

Seconded: Cllr. J.Dolphin

Vote: Unanimous.

18. **Committees – Election of Convenors and Committees.**

Due to the Parish Council being unable to elect a Chairman of the Compton and Shawford Parish Council for the twelve months as from May 2007 to April 2008 (see item 1 above), the Election of Convenors and appointment of members of the various Committees was deferred until the next Parish Council meeting. In the meantime, the existing Committee Structures, their Convenors and members continue as for the previous twelve months.

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

Action:

Cllr. J.Dolphin to write to District Councillor Keith Wood and Dr. Peter Betts, thanking them for their attendance and presentations to the Annual Parish Assembly on the 25th April 2007.

Cllr. N.Campbell-White advised that he had spoken to PSO Cooper, requesting him to ensure that the PSOs periodically visit the Stone War Memorial on Shawford Down, thereby acting as a deterrent to possible future vandalism.

Action:

Cllr. A.Walmsley to respond to Mr. Simon North on the matter of the Communications Mast that has been erected on the Railway embankment opposite Mr. North’s house, now that it has been established that Network Rail do not require Planning Permission for such installations.

A.O.B.

1. It had been questioned whether the Parish Council meeting due on 1st January 2008, should be moved to a later date. It was suggested that this meeting should be moved to the second Tuesday in January 2008 – this will be confirmed at a later date.
2. Cllr. A.Walmsley had received a suggestion for a “preacher” at the Civic Service due on 28th October 2007. Cllr. Walmsley will pursue the matter.
3. It was questioned whether a pre-invitation advice should be sent to the Member of Parliament, Mr. Mark Oaten, for his attendance at the Civic Service.

Action:

The Clerk to initiate a pre-invitation advice to Mr. Mark Oaten now, for his attendance at the Civic Service on the 28th October 2007

The Parish Councillors expressed their gratitude to Cllr. J.Dolphin for undertaking the role of Chairman during the preceding twelve months and also for exceptionally Chairing this meeting.

18. **Date of Next Meeting.**
5th June 2007

Compton and Shawford Parish Council

Minutes of the Compton and Shawford PARISH COUNCIL MEETING held on Tuesday 5th June 2007 in the Compton Room, Shawford Parish Hall, starting at 7.15pm.

Present:

Mr. G.Beckett, 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
District Councillor Eleanor Bell
1 Member of the Public

1. ELECTION of CHAIRMAN

As the Parish Council was unable to elect a Chairman for the period up to May 2008 at the "Annual Parish Council Meeting" on 1st May 2008, the first item of business at this meeting was the "Election of Chairman" to serve until May 2008.

Agreed:

Cllr A.Walmsley to serve as Chairman of Compton and Shawford Parish Council for the period up to May 2008.

Proposed: Cllr. M.Shaw

Seconded: Cllr. J.Millar

Vote: 6 votes for.

Abstentions: 1 vote

Cllr. A.Walmsley took the "Chair".

Cllr. Walmsley, as Chairman, welcomed District Councillor E.Bell to the Parish Council meeting and congratulated her on her recent success in the Election to Winchester City Council.

2a. Correspondence circulated to all members for their response.

The correspondence file containing the correspondence for the month of May 2007 was circulated to all Councillors in attendance.

**3. Apologies for absence. Cllr, P.Caffyn
Cllr. J.Dolphin - arrived late.**

3. Minutes - To approve the minutes of the meeting held on 1st May 2007 (as circulated)

Cllr. N.Campbell-White requested that the words "to determine a sinking fund and maintenance schedule", be added to the last sentence of the bottom paragraph on page 3. This was accepted and the addition made.

Cllr. N.Campbell-White suggested that the proposed "preacher" at the Civic Service had already been identified and this should be reflected in point 2 of AOB on page 6. It was pointed out that at the time of the Parish Council meeting, the proposed "preacher" had been suggested but not yet invited.

Agreed:

The Parish Council agreed that the Minutes of the meeting held 1st May 2007 as circulated, together with the above mentioned amendment, were a true record of that meeting.

Proposed:- Cllr. J.Richardson

Seconded:- Cllr. G.Beckett

Vote:- 6 votes for.

Abstentions: 1vote due to non attendance.

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:- There were no issues raised that were not covered elsewhere in the Agenda.

The Meeting will be closed
Statements, Observations and Questions from Members of the Public will be received and addressed. Maximum of 15 minutes allowed.
There were no Statements, Observations or Questions raised by members of the Public in attendance.

The Meeting will be re-opened.

5. Police Report.

There was no representative from the Police in attendance, but Police Constable Mark Smith had submitted a written report which is as per Appendix "B".

Cllr. M.Shaw raised the matter of a recent occurrence of vandalism in the Children's Play Area, Compton Street. The main points were as follows:-

- There was no damage to the Play equipment.
- A lot of rubbish had been strewn around the Play Area.
- Small fires had been ignited.
- The Police had been called and had attended on site.
- The PCSOs had been informed.
- The Clerk advised that after being told of the incident by the police, he had attended and removed the molten plastic/glass from the "wet pour" ground surface as it was a possible cause of injury should a child fall on it.

6. District Councillor's Report.

District Councillor E.Bell's report is as per Appendix "C".

Within her report, Cllr Bell reported on the following:-

- Induction and Training courses.
- Nomination to WCC Committees
- Traffic speeds and increased lorry movements
- Inappropriate Infill and backfill development
- Motorway noise and Aircraft overflying
- Four Dell Farm
- Recent Planning Applications.

With regard to "Recent Planning Applications" the following two issues were raised:-

- Documents in support of objections to Planning Applications were not made available to the Planning Control Committee, Winchester City Council, when deliberations were undertaken. Cllr. G.Beckett, in his capacity as Leader of Winchester City Council, advised that he would look into the matter.
- In respect of the Planning Application for a sub-division of a property in Attwoods Drove, significant concern over the resultant Car Parking problems had been expressed. Car Parking, in itself is not a constraint on a planning application and the problem of Car Parking in Attwoods Drove needs to be looked at by the Parish Council. Cllr. G.Beckett advised that this matter had been looked at in the past. The problem is that any solution requires the agreement of all residents in the area, something which has not been achieved to-date.

District Councillor G.Beckett reported on the following:-

South Winchester Park and Ride facility.

- Winchester City Council recommends that no objection be raised to the Planning Application.
- However, comments on certain aspects will be made covering trees, hedgerows, ground cover and Landscaping, CCTV/Lighting, Grass Cutting and the prevention of unauthorised access.

General Matters

- Due to cuts in Central Government finance, savings have to be made in Winchester City Council's expenditure. Areas being looked at are "parking by Telephone", Management of Museums and a review of Council owned property.

Cllr. A.Walmsley raised the matter of the premises in Compton Street, where the Post Office used to operate. It is understood that the Lease on this property is shortly due for renewal and Cllr Walmsley enquired if this lease will be renewed with the current Tenant. Cllr. G.Beckett agrees with the Tenant that the previous Post Office operation was no longer a viable business. As the premises are classified as "Commercial Premises and a viable Commercial Business is no longer being operated out of those premises by the current Tenant, then the Lease with the current Tenant will not be renewed. The current Tenant has not been able to counter this argument. It is envisaged that the property will either be re-let to an alternative Tenant or sold.

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

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

Within her report, County Councillor Bailey reported on the following and added the additional comments:-

Shawford Down

- The Countryside Budget has been cut back
- The DEFRA Grant will necessitate the monitoring of progress in "managing" the Down.
- The scrub, Hawthorn, which the Highland Cattle do not eat, will probably be sprayed to kill it off.
- A Management plan for the remainder of this year is being produced and a copy will be sent to the Parish Council.

Four Dell Farm

- The Planning Application for an Aggregates Recycling operation has been withdrawn and enforcement actions are being progressed.
- A new Planning Application is expected.

Park and Ride

Safer Neighbourhood Panels

Community Grants

- These grants are at the disposal of the County Councillor.
- Training on the administration of these grants is being undertaken by Councillor Bailey.

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

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

Cllr. Threlfall emphasised the matter of Winchester City Council's reluctance in enforcing the requirements of "Tree Preservation Orders". Enforcement will only be pursued when there is a strong likelihood of a successful outcome.

9. **Transport Matters**

There were no matters 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 at the time of this meeting were as per Appendix "F".

Cheques raised since the last Parish Council meeting are as per Appendix "G".

Jubilee Pavilion Sinking Fund/Maintenance Schedule.

The report from Mr. John Dowling is currently being produced and receipt is awaited.

Registration of Council owned Land at the Land Registry.

Land in Hurdle Way – the small piece of land in Hurdle Way with a Bench Seat on it is claimed to be owned by Hampshire County Council. Whilst the Parish Council have been strimming the grass around the Bench Seat, the Parish Council has no "deed of title" signifying that the Parish Council own the Land. The argument that the Parish Council have been maintaining the small piece of Land and can therefore claim ownership is deemed to be very difficult to sustain as such maintenance would have to be proved for a period in excess of twenty five years. It was therefore considered that the matter should not be pursued any further.

Agreed:

The Parish Council will not pursue the ownership of the small piece of Land in Hurdle Way, opposite the junction with Field Way, and will not pursue the registration of this small piece of land with the Land Registry.

Proposed: Cllr. N.Campbell-White

Seconded: Cllr. G.Beckett

Vote: Unanimous.

Land in the North East corner of Memorial Playing Field, next to Compton Heights – It was concluded that this piece of Land should have been returned to the Parish Council when the construction of the M3 was completed. Both Hampshire County Council and the Highways Agency cannot prove ownership and do not have an interest in it.

Agreed:

The Parish Council will register the small piece of Land in the North East corner of Memorial Playing Field, next to Compton Heights, leaving a 1 metre wide strip adjacent to the road, on the understanding that it was not conveyed back to the Parish Council on completion of the M3 construction.

Proposed: Cllr. N.Campbell-White

Seconded: Cllr. G.Beckett

Vote: Unanimous

With regard to the Land opposite the school in Compton Street, the Parish Council will register it at the Land Registry, leaving a 1 metre wide strip adjacent to the pavement. This course of action will be pursued as there are no other claimants to this Land.

Parish Hall Sinking Fund

There have been no further developments on this issue.

Audit

The Clerk advised that the “Internal Audit” for the financial year 2006/2007 has been completed and that no issues arose. The completed Annual Return will now be submitted to the “External Auditor” for his approval.

11. Planning Committee. - Convenor’s report.

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

a) Applications and decisions.

Planning Applications and Decisions for the month of January 2007 were as per Appendix “H”.

The main issues reported on were as follows:

Greenmead Cottage:

- This is a “Backland Development”
- Whilst “Backland Development” is not desired, it is considered that the Parish Council must be pragmatic. The alternative to the proposal would be to comply with PPG3 and develop a number of “Affordable Housing” units which would be far more detrimental to the character of the area.

Chalgrave:

- The plans for this development are very vague on certain elements. Whilst it is stated to be a four bedroom house, there are five rooms on the upper floor, which could be construed as making it a five bedroom dwelling.
- The site for this development is very small, with the proposed building being very close to the neighbouring property.
- The question of Tree Preservation Orders was raised as the proposed development would necessitate the removal of most of the trees. This would significantly impact the character of the area.

Action:

Cllr. A.Walmsley to develop an objection to the Planning Application concerning the development of a single development at Chalgrave, basing the objection primarily on the size and mass of the proposed dwelling on a plot which is considered too small, the Tree Preservation Orders question and the Character of the area.

Park and Ride:

- The Parish Council will make a response to the Planning Application before the “cut off” deadline of the 7th June 2007.
- The response will be similar to that made by Winchester City Council.

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

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

a) Vandalism at Compton Street Play Area.

This matter was covered under item 5 – Police Report, above.

Mr. Jim Kimber had confirmed in writing that he would in future not commence grass cutting on the Playing Fields before 7-30am.

An enquiry had been made by the “Ladies Guild” concerning the possibility of holding a “Car Boot Sale” on Memorial Playing Field. Whilst this is not allowed on the actual playing field, the area to the north of the Jubilee Pavilion Car Park may be suitable. However, any activity that results in a “Commercial Gain”, necessitates the question of Insurance to be addressed. At present there is no specific proposal, but should such a proposal be received, the Parish Council will review the matter in conjunction with the Sports Club.

13. Parish Hall.

(a) Report from our rep on CASCA Management.

Cllr. J.Millar’s report is as per Appendix “I”

Cllr Millar added the following to her report:-

- There is a possibility of a new CASCA Secretary.
- Marion Gough will take on some of the responsibilities of Jo Pitt.
- The Management Meetings will incorporate the Trustee Meetings.
- A Risk Assessment had been undertaken and there were no additional matters identified.

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

Cllr. P.Caffyn was not in attendance, but had submitted a written report which is as per Appendix “J”.

Cllr. N.Campbell-White covered, on behalf of Cllr. P.Caffyn, the issues raised.

a) Notice Boards

In conformance with the “Financial Regulations”, the Committee proposes to accept the quotation from Harry Stebbings for the new Notice Board to be installed in Compton Street, opposite the Church.

Agreed:

The parish Council accepts the quotation from Harry Stebbings for a new Notice Board in the sum of £978-00, plus VAT, which includes installation as per the quotation which is held on file.

Proposed: Cllr. N.Campbell-White

Seconded: Cllr. J.Millar

Vote: Unanimous.

b) Bus Shelters

This matter is “in hand”, a further quotation is awaited.

c) Street Lighting

A letter received from Hampshire County Council, Appendix “K”, appears to be a good offer and worth pursuing. However, The Parish Council needs to understand what alternatives there are and what the options are.

Action:

Cllr. N.Campbell-White and Cllr P.Caffyn to review the Parish Council owned Lamp posts and Street Lights and then establish what is on offer via Hampshire County Council from the “Private Finance Initiative”.

d) Overgrown Hedgerows

This matter has been addressed by Neil Broadbent of Hampshire County Council, Highways Department.

Action:

The Clerk to write to the complainant who complained about overgrown Hedgerows along Compton Street, advising her that the matter has been dealt with.

15. Parish Plan.

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

- One "VDS Open Day" had recently been held, but this was poorly attended.
- Another "VDS Open Day" is planned.
- The questionnaires will be ready for delivery to every household in the Parish towards the end of September.
- It is anticipated that Parish Councillors will be requested to assist in the distribution of these questionnaires.
- The distribution of questionnaires will necessitate speaking to every householder at the time of distribution, to ensure the maximum return of completed questionnaires.

16. Committees – Election of Convenors and Committees.

Due to not being able to elect a Chairman at the Annual Parish Council meeting on the 1st May 2007, the election/appointment of members to the Committees was also deferred to this meeting.

Having considered the impact of the previously proposed new Committee Structure, together with the difficulty in arranging suitable members to serve on the Committees under that new Structure, it was considered preferable to defer the implementation of the new structure.

Agreed:

The Parish Council agrees to defer the implementation of the previously agreed new Committee Structure until the new Parish Council is elected in May 2008.

Proposed: Cllr A.Walmsley

Seconded: Cllr. G.Beckett

Vote: Unanimous.

Accordingly, the following Positions Committees were elected/appointed. It was suggested that wherever possible, the current Convenors and Committee members remain in office.

<ul style="list-style-type: none"> • <u>Vice-Chairman</u> • <u>Finance and Administration</u> • <u>Planning</u> • <u>Playing Fields Management</u> • <u>Tree Warden/Footpaths/Compton Lock</u> • <u>Highways & Byways</u> 	<ul style="list-style-type: none"> • <u>CASCA Representative</u> • <u>Transport Representative</u> • <u>WDAPC Representative</u> • <u>CPRE Representative</u> • <u>Sports Club Representative</u> • <u>School Governor</u> • <u>Winchester Villages Trust</u>
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Details of this election/appointment process are as per Appendix "L". The election to fill these positions was undertaken under a single "block" vote.

A.O.B.

1. It was noted that within the pack of Papers circulated before the meeting, there was an Item concerning the new Code Of Conduct. The Clerk advised the following:
 - The New Code Of Conduct needs to be adopted by the Parish Council at the July meeting.
 - Part of this Adoption necessitates the "opting in" for clause 12.
 - The full Code of Conduct will be circulated prior to the July Parish Council meeting, together with Guidance Notes.
2. Cllr. J.Millar had been requested by Frank Smith whether the Parish Council would be moving the Parish Council meeting in January 2008 from the first Tuesday, 1st January 2008, to the second Tuesday, the 8th January 2008. It was agreed that such a move would be appropriate and Cllr J.Millar should inform Frank Smith accordingly.

17. Date of Next Meeting.

3rd July 2007

Compton and Shawford Parish Council

Minutes of the Compton and Shawford PARISH COUNCIL MEETING held on Tuesday 3rd July 2007 in the Compton Room, Shawford Parish Hall, starting at 7.15pm.

Present:

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

In attendance: District Councillor Eleanor Bell
0 Members of the Public

1. Correspondence circulated to all members for their response.
The correspondence file containing the correspondence for the month of June 2007 was held by the Chairman and would be circulated to all Councillors.

3. Apologies for absence. Cllr. G.Beckett,
County Councillor Charlotte Bailey

3. Minutes - To approve the minutes of the meeting held on 5th 2007 (as circulated)
There were no requests for changes, corrections or amendments.

Agreed:

The Parish Council agreed that the Minutes of the meeting held 5th June 2007 as circulated was a true record of that meeting.

Proposed:- Cllr. J.Richardson

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:- There were no issues raised that were not covered elsewhere in the Agenda. Outstanding "Action Points" as a result of this meeting are as per Appendix "A".

The Meeting will be closed

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

There were no Statements, Observations or Questions raised by members of the Public.

The Meeting will be re-opened.

5. Police Report.

Police Constable Mark Smith had submitted a written Report as per Appendix "B", and Police Constable Emma Port was in attendance to answer any questions.

The reference to "Criminal Damage" to a Bus Shelter was in respect of the Bus Shelter opposite the junction of Main Road with Shawford Road and was reported at the last Parish Council meeting on 5th June. Subsequent to that meeting, Cllr M.Shaw had reported the matter to the Police, hence it appears on the Police Report for this meeting. The damage has been repaired.

PC Emma Port also asked if the Parish Council were aware of the Police Community Support Officers and she was advised that the Parish Council had been fully briefed on their function.

6. District Councillor's Report.

District Councillor George Beckett was not in attendance and had not submitted a Report.

District Councillor Eleanor Bell's report is as per Appendix "C". Within her report, District Councillor Bell reported on the following:-

- New Councillor Training
- Winchester Town Access Plan

- Alternate Bin Collections
- Local Development Framework
- Southampton Airport and Winchester Air Group
- Winchester City Council Planning Matters covering:-
 - National Standard Planning Application Form
 - Chalgrave, Otterbourne Road, Shawford
 - South Winchester Park and Ride
 - Four Dell Farm
 - Network Rail Telecoms Mast, Shawford.

There were no issues arising.

7. County Councillor's Report.

County Councillor Charlotte Bailey was not in attendance, but had submitted a report as per Appendix "D".

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

- Shawford Down
- Four Dell Farm Minerals and Waste Application
- Park and Ride
- The Tower Arts Centre.

There were no issues arising.

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

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

Cllr. P.Caffyn advised that the Itchen Navigation "Towpath" is becoming impassable in places due to overgrown vegetation and it is understood that this is the responsibility of Twyford Parish Council. Cllr. T.Threlfall said he would refer the matter to Chris Corcoran of Twyford Parish Council.

Action:

Cllr. T.Threlfall to refer the matter of the overgrown vegetation on the Itchen Navigation "Towpath" to Chris Corcoran of Twyford Parish Council with a view to getting it cleared.

The Chairman advised the meeting that a Letter had been received from Mr. and Mrs. R.F.G.Whitfield concerning the matter of getting the Footpath from Warners Farm upgraded to a Bridleway in order to ride horses along there. General discussion ensued, the main points being as follows:

- The Parish Council does not have authority over this type of issue.
- The Parish Council is only being asked for its support.
- This issue would have to be referred to Hampshire County Council who has the necessary authority over such matters.
- The footpath in question would require significant amounts of vegetation to be cut back to make it suitable for horses.
- It was thought that the bridge would be unsuitable for horses to cross.
- It was concluded that if the Footpath was made suitable for horses and pedestrians, without any detriment to pedestrians, then the Parish Council would not object to such an upgrade.
- It was pointed out that only part of the Footpath in question was within the Parish of Compton and Shawford.

Agreed:

Compton and Shawford Parish Council have no objection to the upgrading of the Footpath from Warners Farm, providing such an upgrade makes it suitable to both Horses and Pedestrians and is not detrimental to pedestrians.

Proposed: Cllr. N.Campbell-White

Seconded: Cllr. J.Dolphin

Vote: Unanimous

Action:

The Clerk to reply to the letter from Mr. and Mrs. R.F.G.Whitfield concerning the matter of getting the Footpath from Warners upgraded to a Bridleway, advising them of the Parish Council's position on this matter.

9. **Transport Matters**

Cllr. N.Campbell-White advised the meeting that he was of the opinion that the Bus Service to Winchester, passing through Compton and Shawford, had been reduced to only two buses per hour from the scheduled three buses per hour. Whilst no documented evidence of this is held, Cllr. Campbell-White's observations indicate this reduction.

Action:

Cllr. N.Campbell-White to draft a letter to the appropriate Authority, asking why the Bus Service to Winchester, passing through Compton and Shawford, had been reduced to only two buses per hour from the scheduled three buses per hour.

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 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) **Revised Code of Conduct.**

The revised Code of Conduct had been put in place by the Standards Board for England and would be enforced as from the 1st October 2007. Parish Councils have been recommended to formally adopt the revised Code of Conduct before that date, together with deciding whether to "opt in" to paragraph 12 (2), and to decide on suitable inclusion for paragraph 7. The revised Model Code of Conduct together with Guidance notes was circulated to all Parish Councillors prior to the meeting.

Agreed:

Motion 1.

Compton and Shawford Parish Council Adopts the revised "Model Code of Conduct" to take effect immediately.

Motion 2.

Compton and Shawford Parish Council, when adopting the revised Model Code of Conduct, "opts in" to paragraph 12(2).

Motion 3.

Compton and Shawford Parish Council, when adopting the revised Model Code of Conduct, accepts the revised wording of clause 7(1) which is to read:- "When reaching decisions on any matter you must (a) do so on the basis of the merits of the circumstances and in the public interest; (b) have regard to any relevant advice provided to you by the Clerk acting pursuant to his or her statutory duties;" and accepts paragraph 7(2) unaltered, which reads "(2) You must give reasons for all decisions in accordance with any statutory requirements and any reasonable additional requirements imposed by the Parish Council".

Proposed: Cllr. N.Campbell-White

Seconded: Cllr. P.Caffyn

Vote: Unanimous

Action:

1.- The Clerk to advise the Standards Board for England that Compton and Shawford Parish Council adopted the revised model Code of Conduct together with the "opting in" to Paragraph 12(2) and details of the amended paragraph 7.

2. – The Clerk to arrange for advertising the Parish Council's adoption of the revised Model Code of Conduct through the Monitoring Officer, Winchester City Council and in the Parish Magazine.

c) **Register of Interests – New Forms required on adoption of revised Model Code of Conduct.**

Having adopted the revised Code of Conduct, it is required that all Parish Councillors re-submit new "Register of Members Interests" forms to be held by the Monitoring Officer, Winchester City Council. All such forms from Councillors in attendance were submitted to the Clerk who countersigned them.

Action:

The Clerk to obtain the outstanding completed "Register of Members Interests" forms and to forward all Forms the Monitoring Officer, Winchester City Council.

d) Jubilee Pavilion Sinking Fund/Maintenance Schedule – report from John Dowling.
Cllr. J.Richardson advised that the report had this morning been received from John Dowling and has now to be reviewed and discussed by the Finance and Administration Committee.

Action:

Cllr. J.Richardson to arrange for the John Dowling report on the Jubilee Pavilion to be forwarded electronically to the Chairman, Cllr.A.Walmsley and the Clerk.

e) Parish Hall Sinking Fund.

Cllr. Richardson advised that little progress had been made on this. However, Cllr. J.Millar advised that at the recent CASCA Management meeting it was mentioned that the Parish Hall had made £6000-00 profit and therefore a contribution from the Parish Council could not be expected for next year. However, there was some confusion over whether the cut-off figure was £6000-00 and the precise mechanics for relief of the Parish Council's contribution to the Parish Hall Sinking Fund.

Action:

Cllr. J.Richardson and Cllr. J.Dolphin to determine and document the precise details of what was agreed with CASCA in respect of a "cut-off" figure for Parish Council contributions to the Parish Hall Sinking Fund, together with the mechanics of applying such a "cut-off" figure.

f) Registration of Parish Council owned Land at the Land Registry.

Cllr. N.Campbell-White advised that no progress had been made on this subject. He advised that he will attempt to progress the matter in the next few weeks.

11. Planning Committee. - Convenor's report.

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

a) Applications and decisions.

Planning Applications and Decisions for the month of June 2007 were as per Appendix "H".

Reference was made to the following Planning Applications:-

ID408 – 1 New Barn Cottages

Although some objections had been raised, there was no Planning Reason to object.

ID412 – Old Orchard, Compton Street

- This relatively significant development is recognised as putting more pressure on the junction of Compton Street with Main Road, together with more traffic congestion outside of the School.
- Compton Village association are raising objections to this development.
- A response date is set at 25th July.

Action:

Cllr. J.Millar to discuss the Planning Application, ID412, with Compton Village Association and develop and submit a Parish Council response to Winchester City Council.

ID405 – Hazards, Fairfield Road

No problems with this Planning Application were envisaged.

South Winchester Park and Ride.

Winchester City Council had voted on this matter and their response to Hampshire County Council will be "No objection be raised".

Cllr. J.Dolphin raised the matter of a letter in the Hampshire Chronicle written by Chris Corcoran of Twyford Parish Council, objecting to the location of South Winchester Park and Ride. This letter appears to ignore the democratic consultation process which this issue was subjected to and Compton and Shawford Parish Council should write a letter for publication in the Hampshire Chronicle, countering Chris Corcoran's letter.

Action:

Cllr A.Walmsley to write a letter for publication in the Hampshire Chronicle, countering Chris Corcoran's letter concerning the South Winchester Park and Ride.

Cllr N.Campbell-White referenced the Planning Application ID389 – 4 The Dell, Otterbourne Road, and noted that the Application had been Permitted. He also noted that the Parish Council had not submitted an Objection to this Planning Application, which he considered should have been the case as there is very little space for such a

development. Cllr, A.Walmsley advised that he had discussed this Planning Application within the Planning Committee and had concluded that there were no good Planning reasons to raise an objection, therefore no Objection was raised.

b) Four Dell Farm – Enforcement/Application

Cllr. A.Walmsley advised that the Planning Enforcement concerning Four Dell Farm is being deferred pending the outcome of a Planning Application to regularise the situation.

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

Cllr. M.Shaw advised that there was nothing to report other than the area behind "Mercia", Shepherds Lane, on the Memorial Playing Field needed some work. This will be looked at.

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 main points reported by Cllr. Millar were as follows:-

- A Trustee meeting was held on the 2nd July 2007
- Discussions were held on the handling of Trustees.
- David Jeffrey was on top of the Accounts
- Frank Smith is managing the "Bookings" well
- Some major expenditure is expected in respect of the flat roof.
- The August refurbishment is in hand.
- The requirements resultant from the "Fire Risk Assessment" will be addressed during the August refurbishment.
- Replacement of the heating system is being deferred due to cost.
- The next meeting of the Management Committee will take place at the end of August.
- No replacement for Jo Pitt has been identified, but her responsibilities are being shared amongst other members of the Management Committee.

It was commented that CASCA face the same problem as the Parish Council in that it is difficult to attract new people to undertake the work and responsibilities.

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

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

a) Notice Boards

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

b) Bus Shelters

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

c) Street Lighting

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

In addition, Cllr. Caffyn advised that she had received a letter from "Compton Down Householders Association", see Appendix "J". This letter concerns the question of erecting road signs at the junction of Hurdle Way and Field Way.

Cllr. Caffyn had investigated this matter and advised Compton Down Householders Association of the following:-

Both Road Planning and Highways have confirmed to me that that part of Hurdle Way is private, and therefore the county will not pay for signs to prevent further disruption by large vehicles. However, the association is completely within its rights to put up signs of their own, and a very helpful guy from planning suggested that if the damage is caused by construction traffic, it would be acceptable to ask the developers to put up a sign saying 'no access for construction vehicles past this point' at the development site. You can put up any sign you like at the Hurdle/Field Way junction. Accordingly this matter has been resolved as far as the Parish Council is concerned.

15. **Parish Plan – progress update.**

Cllr. A.Walmsley advised that there had been a meeting of the Project Steering Committee at which the Questionnaires had been worked upon. These Questionnaires are now in the final stages of completion and are considered not to be onerous for filling in. One Questionnaire per household will be delivered at the end of September 2007.

16. **Minutes of Annual Parish Assembly.**

The draft Minutes of the Annual Parish Assembly held on the 25th April 2007, were circulated to Parish Councillors prior to the meeting. Two corrections were requested as follows:-

1. Page 2, item 6-5 – to read “The Rector, Paul Baird, had resigned and it is unlikely that the Parish will get a new Rector **in the short term**. It is envisaged that there will be a merger of the three Parishes, Otterbourne, Compton and Hursley.
2. Page 3, - the question and answer section – The question concerning car parking on the main road through Shawford was raised by an unknown resident. Accordingly the Minutes should show the Question being raised by “**A Shawford Resident**”.

These “draft” Minutes, incorporating these two amendments will be posted as Draft Minutes on the Parish Council WEB site.

A.O.B.

1. Cllr. N.Campbell-White requested an updated list of Parish Council Contacts.

Action:

The Clerk to circulate an updated list of Parish Council contacts to all Parish Councillors.

2. Cllr. J.Millar requested the Plans covering Planning Application ID412 – Old Orchard, Compton Street.

Action:

Cllr. A.Walmsley to pass Plans covering Planning Application ID412 – Old Orchard, Compton Street to Cllr. J.Millar.

3. The Secretary of the Sports Club has changed, Mr. Richard Brooks has taken over the position from Mr. Gordon de la Mare.

Action:

Cllr. J.Richardson to arrange for the contact details of Mr. Richard Brooks to be sent to the Clerk.

4. Cllr. A.Walmsley noted that Mr. Gordon de la Mare had passed on his function of Secretary to Compton and Shawford Sports Club after many years of conscientious work. He felt that a letter of thanks should be sent to Gordon de la Mare, thanking him for all his work over the years.

Action:

Cllr. A.Walmsley to write a letter to Gordon de la Mare, thanking him for all his work over the years as Secretary to Compton and Shawford Sports Club.

5. Cllr. N.Campbell-White raised the matter of the whereabouts of the “Master Keys” for the Jubilee Pavilion. It was his understanding that there are two sets of “Master Keys”, one held by the Sports Club, the other held by the Parish Council. The Clerk advised that he had never seen the Parish Council’s set of “Master Keys”.

Action:

Cllr. J.Richardson to locate both sets of “Master Keys” to the Jubilee Pavilion and ensure that they are held by the appropriate officer.

6. The Clerk requested that the List of Attendees at the Civic Service in October 2007 be reviewed and an updated list provided to him in due course.

7. Cllr. P.Caffyn advised that the issues which prevented Shepherds Down School from using the Tennis Courts at Memorial Playing Field had now been resolved by the Tennis Club. Cllr. Caffyn wished it to be recorded that this has been successfully achieved, thanks to the Tennis Club.

17. **Date of Next Meeting.**

There being no Parish Council meeting in the Month of August, the next meeting will be held on 4th September 2007.

Compton and Shawford Parish Council

Minutes of the Compton and Shawford PARISH COUNCIL MEETING held on Tuesday 4th September 2007 in the Compton Room, Shawford Parish Hall, starting at 7.15pm.

Present:

Mr. A.Walmsley (Chairman), Mr. G.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
District Councillor Eleanor Bell
Police Constable Mark Smith
0 Members of the Public

The chairman welcomed everybody to the first Parish Council meeting after the Summer break.

1. Correspondence circulated to all members for their response.
The correspondence file containing the correspondence for the months of July and August 2007 was circulated to all Councillors.

2. Apologies for absence. None

3. Minutes - To approve the minutes of the meeting held on 3rd July 2007 (as circulated)
Page 4, third line – the word “ad” should read “and”.
Page 6, item 16-2, last sentence – the word “shoe” should read “show”.

Agreed:

The Parish Council agreed that the Minutes of the meeting held 3rd July 2007 as circulated, together with the above two minor corrections, was a true record of that meeting.

Proposed:- Cllr. J. Millar

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:- There were no issues raised that were not covered elsewhere in the Agenda. Outstanding “Action Points” as a result of this meeting are as per Appendix “A”.

The Meeting will be closed

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

There were no Statements, Observations or Questions raised by members of the Public.

The Meeting will be re-opened.

5. Police Report.

Police Constable Mark Smith advised that there had been 14 offences within the Parish during the months of July and August. These consisted of:-

2 non-dwelling burglaries,

2 miscellaneous thefts,

5 instances of criminal damage,

3 thefts from motor vehicles,

1 theft of a motor vehicle – a “digger” stolen from a building site,

1 instance of possession of cannabis.

Accordingly, crime levels within the Parish are considered to be relatively low.

Other matters raised by Constable Smith were as follows:-

Dog Fouling – Instances of Dogs fouling the football pitches and being allowed to “run free” on Memorial Playing Field are being dealt with by the Animal Welfare Officer, Winchester City Council.

Car Parking – Car Parking in Attwoods Drove is causing problems. Due to the design and layout of houses in Attwoods Drove, there is insufficient space for residents to park their cars. This has resulted in cars being parked on pavements which causes obstructions to pedestrians and in particular, wheelchairs. A “letter drop” to residents is being arranged, warning against the practice of car parking on the pavements.

Bramley House, Field Way – Whilst there is understood to be no criminal activity being undertaken at Bramley House, the police are aware of the numerous complaints over noise, dogs being allowed to run free and the general disruption caused by residents there. Winchester City Council are considering the matter of a “Noise Abatement Order” and its enforcement. Constable Smith requested that all complaints should be reported to him on the 0845 telephone number and he will endeavour to escalate the matter.

PCSO - Cllr. N.Campbell-White raised a complaint in that when he telephoned the police on the 0845 telephone number requesting the PCSOs to patrol more regularly thereby preventing further vandalism to the Bus Shelters, he was given the impression that there was little or no interest from the police. Constable Smith advised that he would raise the matter with the PCSOs.

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

District Councillor Eleanor Bell submitted a written report which is as per Appendix “B”. Within her report, Cllr. Bell reported on the following:-

South Winchester Park and Ride
Southampton Airport and Winchester Air Group
Four Dell Farm
Network Rail Telecoms Mast at Shawford
Old Orchard, Compton Street
Ballakitch, Highways Road, Compton
Land at Silkstead

In addition, Cllr. Bell advised the meeting of the following:-

Bramley House, Field Way.

- A “Noise Abatement Order” is being pursued by Winchester City Council
- It is understood that there are no “unlawful goings on” at Bramley House.
- The issue is to be escalated.
- A lot of complaints have been received from local residents.

Old Orchard

- Approximately 60% of Orchards have been lost to Housing developers in the UK.
- An opportunity for establishing a “Community Orchard” run by volunteers should be pursued.

Ballakitch

- This is a difficult one.
- If the Planning Application Appeal is successful, then the less attractive development is likely to proceed if allowed at appeal.

“Walk About”, Compton Tenants Association

- The Litter Bin in the Compton Street Play Area keeps being moved about the Play Area and needs to be secured.
- The Hand Rail by the steps leading from the Compton Street Play Area down to Compton Street is “shaky” and needs to be looked at.

Action

Cllr. M.Shaw will inspect the Hand Rail by the steps leading from the Compton Street Play Area down to Compton Street and arrange for any necessary repairs to be undertaken.

Encroaching Vegetation

- Overhanging vegetation along the pavement in Compton Street needs cutting back again.

Hockley Viaduct

- It is proposed that there is to be some expenditure on the maintenance of the Hockley Viaduct in order to make it safe for pedestrians and cyclists.
- Cllr. G.Beckett advised that a report is to be studied by Winchester City Council next month with a view to possibly undertaking some

repairs and linking the resultant footpath/cycleway with the South Winchester Park and Ride facility.

District Councillor G.Beckett reported orally as follows:-

Bramley House, Field Way.

- Cllr. Beckett is pleased that the police are taking an active interest in this issue.
- Winchester City Council are pursuing the "Noise Abatement Order", but the problem with this is that it requires local residents to "testify" against the activities in Bramley House.

Waste Bins and Recycling

- There have not been any significant complaints concerning the fortnightly collections of household waste.
- A review of the system will be undertaken after one year of its operation.

Refurbishment of Winchester High Street

- Agreement between Hampshire County Council and Winchester City Council has been reached on the "funding" of the refurbishment of the High Street.

South Winchester Park and Ride

- The Secretary of State does not wish to get involved and therefore the matter is left to the appropriate Planning Authority.
- Accordingly, Hampshire County Council has issued the "Planning Permission Certificate."

WDAPC

- Cllr. Beckett, as leader of Winchester City Council, is keen to encourage greater liaison between the District Council and the Parish Council.
- Use of organisations such as WDAPC is seen to be an ideal vehicle for such liaison.
- However, at the recent WDAPC AGM, which was inquorate, there appears to be considerable apathy about the function of WDAPC.
- Cllr. Beckett asked if the Parish Council could do anything to increase support for WDAPC.
- It was pointed out that attendance at WDAPC meetings had dwindled due to apathy and a lack of functional effectiveness of WDAPC.
- Additionally, it is thought that a direct approach by the Parish Council in dealing with Winchester City Council is more effective than dealing through organisations such as WDAPC.
- WDAPC is likely to collapse due to lack of interest.

Action:

Cllr. N.Campbell-White to attend the WDAPC meeting to be held on the 26th September 2007 and report back to the Parish Council.

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

County Councillor Charlotte Bailey submitted a written report as per Appendix "C".

Within her report, Cllr. Bailey reported on the following:-

- South Winchester Park and Ride.
- Four Dell Farm Minerals and Waste Application
- Flashing 40 sign
- Footpaths/Pavements
- "Travellers" at Bushfield Camp
- The Tower Arts Centre
- Climate Change Lectures

Cllr. G.Beckett emphasised that in respect of the "Four Dell Farm Minerals and Waste Application", the current state and use of the site must not be used as a "base point" in determining the Application. The current state and usage of the site is the subject of an Enforcement Order. Cllr. Bailey was aware of this and will be taking this matter up with the Regulatory Committee, Hampshire County Council.

With regard to the "Flashing 40 Sign", it is for the Parish Council to say what they want.

In respect of the "Travellers" at Bushfield Camp, it was pointed out that the entrance gate was locked, but the gate was lifted off of its hinges in order for the "Travellers" to gain access.

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

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

a) **Overgrown vegetation along the Itchen Navigation Towpath.**

Cllr. Threlfall advised that most of the Towpath was in the Parish of Twyford, therefore the issue of Overgrown Vegetation should be addressed by Twyford Parish Council. Accordingly, Cllr. Threlfall has been talking to Mike Andrews, Chairman of Twyford Parish Council, with a view to achieving some action.

The footpath to the Malms is the responsibility of Mr. Mike Baird, and it was thought unlikely that any action will be forthcoming from him.

Action:

Cllr. T.Threlfall to raise the matter of overgrown vegetation along the Navigation Towpath with the Department Of Environment (DOE) as it is them who are responsible for the Navigation.

9. **Transport Matters**

There were no matters arising.

a) **Apparent reduction on Bus Service into Winchester.**

Cllr. N.Campbell-White that his previous report of a reduction in the Bus Service into Winchester, may have been reported in error. It is now believed that all scheduled services are running. Accordingly, no action was taken on this matter.

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) **Revised Code of Conduct – due to reversal of decisions at the Standards Board for England, this process has to be repeated.**

Motion 1.

Compton and Shawford Parish Council Adopts the revised "Model Code of Conduct" to take effect immediately.

Motion 2.

Compton and Shawford Parish Council, when adopting the revised Model Code of Conduct, "opts in" to clause 12(2).

Due to the reversal of previous decisions by the Standards Board for England, the process of adopting the Revised Code of Conduct had to be repeated. This is explained in the Note for File, Appendix "H".

Agreed:

Motion 1.

Compton and Shawford Parish Council Adopts the revised "Model Code of Conduct" to take effect immediately.

Motion 2.

Compton and Shawford Parish Council, when adopting the revised Model Code of Conduct, "opts in" to clause 12(2).

Proposed: Cllr. N. Campbell-White

Seconded: Cllr. A.Walmsley

Vote: Unanimous.

c) **Register of Interests – New Forms required on adoption of revised Model Code of Conduct.**

As a result of adopting the Revised Code of Conduct, all Councilors completed and submitted new "Register of Members Interests" forms, which were countersigned by the Clerk. The outstanding Action Points ID717 and ID718 can now be completed.

d) Jubilee Pavilion Sinking Fund/Maintenance Schedule
Covered within Cllr. J.Richardson's report, Appendix "E".

Cllr. G.Becket raised the matter of what "leverage" could be applied to the Sports Club when negotiating with the Sports Club in respect of the revised lease due in April 2008 and the Sports Club contributions to the Sinking Fund. It was pointed out that this is a matter of "negotiation" rather than "leverage" as the Parish Council do not have any alternate tenant for the Jubilee Pavilion. Accordingly, the Finance and Administration Committee need to start considering all aspects of the Sports Club Lease.

Action:

The Finance and Administration Committee to start considering all aspects of the Sports Club Lease, including Rent and contributions to the Sinking Fund, preparatory to negotiating the new Lease with the Sports Club, which is due to be implemented in April 2008.

e) Parish Hall Sinking Fund.
Covered within Cllr. J.Richardson's report, Appendix "E".

f) Registration of Parish Council owned Land at the Land Registry.
No further action has been achieved to date.

g) Location of the "Master Keys" to the Jubilee Pavilion.
Covered within Cllr. J.Richardson's report, Appendix "E".

11. Planning Committee. - Convenor's report.

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

a) Applications and decisions.

Planning Applications and Decisions for the months of July and August 2007 are as per Appendix "J".

Cllr. G.Beckett raised the question of what is the present Parish Council's position of the proposed developments at Ballakitch, Highways Road. It is accepted that Ballakitch will be demolished and the site redeveloped. Whilst the Parish Council have objected to both the outstanding Applications, it is likely that the Applicant may Appeal the less attractive proposal and this could result in the less attractive development taking place.

It was concluded that the Parish Council could not withdraw either of its objections, but would not make any representations when the Applications come before the Winchester City Council Planning Committee.

Cllr. Walmsley advised the meeting that no objection would be raised in respect of the Planning Application concerning Ty-Gwyn, Southdown Road, as it was considered that there were no planning grounds to object.

b) Four Dell Farm – Planning Applications

Objections to the Planning Applications concerning Four Dell Farm have been Submitted. Additionally, e-mails drawing the attention of the members of the Regulatory Committee, Hampshire County Council, to the objections by individuals, have been sent by various people including the District Councillor's and County Councillor. It was pointed out that the Parish Council as a body, does not have the right to Speak at the Regulatory Committee meeting when it considers these Planning Applications, only individuals may speak.

When asked, Cllr A.Walmsley advised that an Objection had been submitted in respect of the Planning Application covering Silkstead Farm.

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

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

Goal Posts – Compton Street Play Area.

This long outstanding issue needs to be resolved. Cllr. N.Campbell-White had previously advised that he had some paint with which the Goal Posts could be painted. Cllr. P.Caffyn advised that she would provide Andrew Goodyear's telephone number to Cllr. Shaw so that the work can be Arranged to be done.

Action:

Cllr. M.Shaw to obtain the Paint from Cllr. N.Campbell-White and arrange with Mr. Bill Goodyear for the Goal Posts in the Compton Street Play Area to be painted.

Hand Rail by steps from Compton Street Play Area to Compton Street.**Action:**

Councillor M.Shaw to investigate the reported “shaky” Handrail by steps from Compton Street Play Area to Compton Street, and arrange for the appropriate remedial action to be taken.

Waste Bin – Compton Street Play Area.

The waste Bin in the Compton Street Play Area is free standing. Its movement reported by Cllr. E.Bell is known about. Consideration has previously been given to the question of securing the bin, but this would cost approximately £85. It was not considered necessary to incur such expense.

Dogs fouling Memorial Playing Fields.

Some complaints had been received from residents concerning dogs from Bramley House being allowed to freely roam and defecate on the Playing Field. These are not the dogs referenced in Police Constable Mark Smith’s report. This issue has been reported to the Animal Welfare Officer, Winchester City Council.

13. Parish Hall.**(a) Report from our rep on CASCA Management.**

Cllr. J.Millar’s report is as per Appendix “k”. There were no issues arising.

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

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

a) Notice Boards

Covered within Cllr. Caffyn’s report, Appendix “L”.

b) Bus Shelters

Work on two of the Bus Shelters has been done and the invoice for payment has been received. Cheques have been raised which are being held pending confirmation that the work has been done satisfactorily.

c) Street Lighting

Covered within Cllr. Caffyn’s report, Appendix “L”.

d) Encroaching Vegetation

Covered within Cllr. Caffyn’s report, Appendix “L”. Additionally, the reported encroaching vegetation along Compton Street will be attended to.

e) Vandalism.

The Glass in one of the wooden Bus Shelters has again been broken. Cllr. P.Caffyn suggests that the Parish Council should not keep replacing this glass, but Cllr. N.Campbell-White suggests that the Parish Council should not give in to vandalism and should replace the Glass. It was therefore suggested that the glass should not be replaced until sometime when complaints from residents are received.

Agreed:

The Parish Council agrees not to replace the broken glass in the wooden Bus Shelter, until such time when there are complaints received from residents, when this question will be reviewed.

Vote: By a show of hands – Unanimous.

Action:

Cllr. P.Caffyn to draft an article to be published in the Parish Magazine explaining why the Parish Council will not be replacing the broken glass, caused by vandalism, in the wooden Bus Shelters.

Cllr. P.Caffyn also advised the meeting that some large black plastic sacks of dog excrement had been dumped on Shawford Down. It is thought this came from some kennels. It has been agreed with Mr. David Ball of the Countryside Services, Hampshire County Council, that some of the Dog Signs, previously acquired, can be installed at a suitable location on the Down.

The problems concerning Horse excrement being deposited on the Footpath between Compton street and Hurdle Way (Pooh Alley) have reappeared again. It was agreed that the previously installed signs concerning this matter, should be re-installed.

15. Parish Plan – progress update.

Cllr. A.Walmsley advised the meeting that the Questionnaires will be distributed later in September 2007. Mr J.Bliss is organising this distribution.

16. Civic Service – 28th October 2007.

a) List of invitees

A list of invitees has been produced and is available for Councillors to review and make amendments if necessary.

Action:

The Clerk to send out the invitations to the Civic Service to be held on the 28th October 2007.

b) Catering.

Catering for the reception to be held after the Civic Service will be undertaken as in previous years. Details will be finalised at the October Parish Council meeting.

16. Date of Next Meeting.

2nd October 2007

Compton and Shawford Parish Council

Minutes of the Compton and Shawford PARISH COUNCIL MEETING held on Tuesday 2nd October 2007 in the Compton Room, Shawford Parish Hall, starting at 7.15pm.

Present:

Mr. A.Walmsley (Chairman), Mr. G.Beckett, Mr.N.Campbell-White, Mrs. J.Millar, Mr. J.Richardson,

In attendance: County Councillor Charlotte Bailey
District Councillor Eleanor Bell
Police Constable Mark Smith
Police Sergeant Ally Hibberd
3 Members of the Public.

1. Correspondence circulated to all members for their response.
The correspondence file containing the correspondence for the months of September 2007 was circulated to all Councillors in attendance.
2. Apologies for absence. Cllr. Mrs. P.Caffyn
Cllr. Mr. J.Dolphin
Cllr. Mrs. M.Shaw
Cllr. Mr. T.Threlfall
3. Minutes - To approve the minutes of the meeting held on 4th September 2007 (as circulated)

There were no changes or corrections requested.

Agreed:

The Parish Council agreed that the Minutes of the meeting held 4th September 2007 as circulated was a true record of that meeting.

Proposed:- Cllr. J. Richardson

Seconded:- Cllr. G.Beckett

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:- There were no issues raised that were not covered elsewhere in the Agenda. 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.

Mrs Clay, of 24 Martins Fields, Compton, SO21 2AZ, raised the matter of Horses using the Footpaths within the village. In particular, she referenced the Footpaths of Carmans Lane and Welshes Lane. These Footpaths are clearly marked as "Footpaths" and not "Bridleways". However, horse riders from local Stables are using these Footpaths causing a danger to pedestrians and depositing large amounts of Horse Droppings on the Footpaths. It appears that in some instances, wire fencing has been cut, together with access to the Footpaths having been made by the offending Horse Riders in order that the Footpaths could be used by Horses. It is understood that these horses come from Stables at Warners Farm, Yew Tree Farm and Coxcroft Farm. It was requested that the Parish Council take some action to ensure that the Footpaths are used as Footpaths, and not allow them to be used as Bridleways.

It was commented that there appears to be two issues that should be addressed in this respect. (1) – do the Stables from which the horses come have the appropriate permission from Winchester City Council to operate a "Livery Stable, an (2) the use of a Footpath as a Bridleway is a matter for the Highways Authority to regularise. It was also noted that Cllr. P.Caffyn, who was not in attendance, has been investigating these matters and has all the relevant details.

Action:

Cllr. Caffyn will report to the Parish Council at the next Parish Council meeting, the results of her investigations into Horses using the Footpaths within the Parish, and make recommendations as to resolving the issue of Horses intimidating Pedestrians using the Footpaths and the issue of Horse manure being left on the Footpaths.

Action:

The Clerk to advise Mrs Clay, of 24 Martins Fields, Compton, SO21 2AZ, of the outcome of the Parish Council's deliberations concerning Horses using the Footpaths and the resultant significant amounts of Horse manure being deposited thereon.

The Meeting will be re-opened.

5. **Police Report.**

Police Constable Mark Smith reported that there had only been 5 offences within the Parish since the last Parish Council meeting. Two of these involved the Transport Police as they consisted of offences on the Railway and Shawford Station – 1 Drunk and Disorderly and 1 of indecent exposure. The other three offences consisted of Criminal Damage within the Parish.

Other matters reported by P.C.Smith covered the ongoing problems of Car Parking in Martins Fields together with the matter of the "Mobile Police Station". Currently, Compton and Shawford are not covered by the Mobile Police Station and consequently it is being considered to establish a "Police Surgery" within the Parish. The Reeves Scout Hut has been considered as a suitable venue for this facility. If the Parish Council thought there might be alternative suitable locations for this proposed facility, they were asked to advise the police. The proposed opening times for this "Police Surgery" have yet to be determined and notices will be published when details have been established.

Questions were raised concerning the matter of "Neighbourhood Wardens", from Winchester City Council, undertaking free of charge, the cleaning of Graffiti.

Action:

Cllr. G.Beckett to provide details to the Clerk of the service provided by the "Neighbourhood Wardens" from Winchester City Council, specifically in respect of their cleaning off of Graffiti around the District.

Sergeant Ally Hibberd asked whether the Parish Council was aware of the "Parish Neighbourhood Panels" being established. Whilst Colden Common Parish Council are to pilot this issue, it has not as yet commenced. The intention is that through these Panels, a greater involvement in policing matters will be achieved by the Community.

As a result of a question raised, P.C.Smith advised that it is unknown as to when the Parish Council would be in receipt of the Compensation monies resultant from the successful prosecution of culprits who undertook a "break-in" at the Jubilee Pavilion.

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

District Councillor Eleanor Bell reported on the following:

Hockley Viaduct – funding for its maintenance has been agreed by Winchester City Council.

Winchester Air Group – A meeting took place on last Monday week .

Winchester Passenger Transport Forum

- The first meeting was held today.
- There are to be a number of Forums around the District.
- These "Forums" will enable the Community to know what is happening on Transport matters.
- Additionally, these "Forums" will serve as a conduit to advise what is needed by way of Passenger Transport within the locality.
- There is an apparent shift from "scheduled services" to "on demand" services.
- It is deemed to be "early days" at present.

Planning

- The Planning Application for "Old Orchard" will come to Committee.
- Discussions with the "Tree Officer" have been held in respect of Old Orchard.

- The Captain Barnard is anticipated to close later this year and some “pre-application enquiries” have been received, all of which are confidential due to commercial risk considerations.
- “Pre-application Enquiries” have been received in respect of the old Post Office in Compton Street.

District Councillor George Beckett reported on the following:

Rural Transport

- It is the duty of the County Council to deal with the issue of Public Transport.
- If the County Council will not fund the required Public Transport, then Winchester City Council will not step in and undertake the necessary funding.
- The Community Transport scheme, established by Winchester City Council, has £50,000 -00 in it and there have been no requests to-date to draw down upon it.

Hockley Viaduct

- Winchester City Council have agreed to fund the maintenance of the Viaduct to prevent further deterioration.
- The “parapet” will be maintained at 1400 millimetres height, suitable for pedestrian and cyclist use, but not for horses.
- Eventually, with Sustrans assistance, it is envisaged that the Viaduct will serve as a suitable cycleway linking the proposed South Winchester Park and Ride.

Aircraft Noise

- A meeting took place on last Monday week .
- Reports and the Minutes of that meeting are awaited.
- The Consultative Committee addressing this issue, is dominated by Eastleigh and Southampton Councils.
- Endeavours to escalate Winchester City Council's involvement at a higher level are being undertaken.

Planning

- It is understood that the Planning Application concerning Old Orchard is likely to be refused and therefore it would not go to Committee. It is therefore necessary to wait and see the reasons for refusal and what action the Applicant will pursue.

7. County Councillor’s Report.

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

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

- **Winchester Transport Forum**
- **Four Dell Farm Minerals and Waste Application**
- **Flashing 40 Sign**
- **Footpaths/Pavements**
- **The Tower Arts Centre**
- **Climate Change**
- **Shawford Down**
- **Road to the Malms.**

With regard to Shawford Down, some complaints had been expressed about the Highland cattle congregating at the top of the Down and not only making the area very muddy etc., but also being somewhat intimidating to walkers. It was concluded that the cattle congregate there as the ground is level. Currently the cattle cannot be moved due to Foot and Mouth restrictions. It was suggested that the footpath across the Down, from the top to the bottom, should be fenced off so that the Cattle cannot cause disruption to people crossing the Down. It was accepted that this is unlikely to happen due to cost.

Action:
 Cllr. P.Caffyn to enquire of the Countryside Services, Hampshire County Council, if they have any suggestions as to prevent the Highland Cattle congregating at the top of Shawford Down and thereby preventing the cattle from making the area very muddy etc., together with suggestions concerning the intimidation of walkers using the footpath from the top of the Down to the bottom.

Cllr. Bailey also advised that approximately 1 hectare of Scrub had been cleared by the Countryside Services, Hampshire County Council. It was questioned whether this was sufficient.

Action:

Cllr. P.Caffyn to determine whether enough of the Scrub has been cleared from Shawford Down and report back at the next Parish Council meeting.

In respect of the Malms road, Cllr Bailey advised that e-mails had been sent to the interested parties with a view to getting the Parties together with an ultimate view to re-surface the road in question.

Cllr. G.Beckett advised caution on the question of Speed Limits being imposed on the Main Road resultant from the "Flashing 40 Sign". It was thought that any reduction in Speed Limits at the junction of Shepherds Lane and Hurdle Way with the main road will impact the "sight lines" and therefore impact the question of further development on Compton Down.

With regard to the Four Dell Farm Planning Application, it was suggested that any specific comments on the procedures for granting permission for this development could be sent to The Standards Board for England.

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". There were no matters arising.

a) Overgrown Vegetation along Itchen Navigation Towpath.
Covered within Cllr. Threlfall's report, Appendix "C".

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 "D"

a) Parish Accounts - Cheques for payment

The state of the Parish Council accounts at the time of this meeting were as per Appendix "E".

Cheques raised since the last Parish Council meeting are as per Appendix "F".

b) Jubilee Pavilion Sinking Fund/Maintenance Schedule – initiation of negotiations.

c) Sports Club Lease renewal

Items 10b) and 10c) were addressed as a single issue.

Cllr. Richardson considered that there was not a lot of time for these matters to be resolved. The Sports Club Lease renewal is due in April 2008 and therefore the Finance and Administration Committee need to meet to determine the Parish Council's position.

Action:

Cllr. J.Richardson to convene a meeting of the Finance and Administration Committee to discuss the Jubilee Pavilion Sinking Fund and the Sports Club Lease renewal, with a view to making recommendations to the November Parish Council Meeting.

d) Registration of Parish Council owned Land at the Land Registry.
No progress on this issue has been made to-date.

e) Location of the "Master Keys" to the Jubilee Pavilion.

Cllr. Richardson advised the Mr Richard Brooks, Sports Club Secretary, is currently sorting through all the Keys passed to him by the previous Sports Club Secretary, with a view to letting the Parish Council have a complete set of keys.

Cllr. A.Walmsley had received an enquiry from Lyn Spickernell, which originated from Daphne Meller, concerning the possibility of moving the Bench Seat opposite the school to the other side of the gate to Church Field. The reason for such a move being access to the Bench Seat would be easier, being on level ground. It was concluded that the proposed new location would not be on Land owned by the Parish Council and that the present location is on Land that is to be registered into the name of the Parish Council. Accordingly, such a move could not be accepted.

Action:

Cllr. A.Walmsley to advise Lyn Spickernell/Daphne xxxxxxx that the Parish Council cannot accept the proposal to move the Bench Seat opposite the School in Compton Street.

11. Planning Committee. - Convenor's report.

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

Some discussion took place on the following issues:-

Ballakitch

Declaration of Prejudicial Interest:

Cllr. G.Beckett declared a prejudicial Interest in this subject.

- It was determined that the Parish Council would not send a representative to "speak" at the Committee.
- District Councillor Eleanor Bell had e-mailed the Committee Members considering this Planning Application.

Action:

Cllr. A.Walmsley to raise with District Councillor Eleanor Bell, the matter of the District Councillor raising objections to Planning Applications.

a) Applications and decisions.

Planning Applications and Decisions for the month of September 2007 are as per Appendix "H".

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

Cllr. M.Shaw had not submitted a written report and was not in attendance. The Clerk reported where possible as follows.

a) Handrail on steps from Compton Street Play Area to Compton Street.

Work on the repair/replacement of the handrail had been completed today and the invoice was being paid in settlement.

b) Compton Street Play Area – Goal Posts.

The Goal Posts had been painted and an invoice for £110-00 for this work had been received. Payment will take place when the Invoice is Authorised by Cllr M.Shaw.

c) Dog Warden enforcement action.

The "Dog Warden" has advised that a £50-00 fixed penalty notice had been served on the owner of two dogs which have been allowed to run free on the Memorial Playing Fields.

A request for Dog Bins to be placed in Compton Street has been received. However, it is understood that the two existing Green Bins located; one on the Corner of Compton Street outside the Play Area and one opposite the School, can be used as Dog Bins if suitable notices are stuck on the Bins by the "Dog Warden"..

Action:

The Clerk to write to the "Dog Warden", ascertaining whether the two green bins in Compton Street can be used as Dog Bins and if so, arrange for suitable notices to that effect to be stuck on the bins by the "Dog Warden".

13. Parish Hall.

(a) Report from our rep on CASCA Management.

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

In addition, Cllr. Millar advised that the Minutes of the Hall Management Committee meeting are available, together with the Agenda for the CASCA AGM.

Cllr. Millar commented that when Jo Pitt retires, she will stay on as a Trustee.

Cllr. N.Campbell-White advised that it is intended to eliminate the CASCA Consultative Committee.

With regard to the Proteus Christmas Pantomime, it is proving very difficult to sell any tickets. As there is little enthusiasm for this event, it is probable that it will be dropped.

Cllr. J.Richardson advised that the Proposals for the Parish Hall Sinking Fund, put forward by the Parish Council, have been accepted in principle by Mr. John Griffith, Chairman of CASCA. A formal letter of agreement is awaited.

(b) Christmas Party.

Cllr. Millar advised that there had been no feedback from Dr. Peter Betts, Chairman of the Parish Plan Project, as to their involvement in the CASCA Christmas Party.

Cllr. Millar emphasised the need for all Councillors to assist at the Christmas Party.

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

Cllr. P. Caffyn was not in attendance, but had submitted a written report which is as per Appendix “J”.

a) Notice Boards

Awaiting delivery and installation of one new Notice Board, at which time the Notice Board on the corner of Compton Street and the Main Road will be removed.

b) Bus Shelters

Covered within Cllr. Caffyn’s report, Appendix “J”. An invoice has been received from A.Goodyear which is awaiting authorisation before payment is made.

c) Street Lighting

No action on this issue has taken place to-date.

d) Encroaching Vegetation

Covered within Cllr. Caffyn’s report, Appendix “J”.

In addition, the matter of “Horse Droppings” on footpaths was discussed – see item 4 above together with relevant Actions.

15. Parish Plan – progress update.

Despite requests, no information had been received from Dr. Peter Betts, Chairman of the Parish Plan Project.

Cllr. A.Walmsley advised that the questionnaires had been distributed throughout the Parish. These will be collected within the next couple of weeks.

Cllr. G.Beckett advised that he was disappointed and somewhat confused as to what sections of the Questionnaire he should complete. He stated that he found it not to be very clear. He also emphasised that this was not a criticism of the hard work being undertaken by the Project Plan Committee.

16. Civic Service – 28th October 2007.

a) List of invitees

The Clerk advised that to-date acceptance for 75 people to attend the Civic Service had been received. Also, there was a higher percentage of invitees declining to attend. As at the date of this meeting, a response from the Mayor of Eastleigh had not been received.

As in previous years, the Chairman of Compton and Shawford Parish Council will meet and escort the Mayor of Winchester and the Chairman of Otterbourne Parish Council will meet and escort the Mayor of Eastleigh, should he attend.

The Question was raised as to who should meet and escort the local Member of Parliament, Mark Oaten, and his wife who have confirmed that they will attend. Cllr. G.Beckett volunteered to undertake this task, providing no photographs were taken.

Action:

Cllr. G.Beckett to meet Mark Oaten MP and his wife at Compton All Saints Church at 10-15am and escort him into the Church for the Civic Service.

b) Catering.

Some discussion took place on this issue as follows:-

- The "Hospitality Committee" are not able to assist.
- Questions were raised as to whether Compton and Shawford should follow Otterbourne Parish Council's lead and only provide a Glass of wine with a few crisps and nibbles.
- Hiring of external caterers cannot be justified.

Action:

Cllr. J.Millar to discuss the issue with Cllr. M.Shaw and Cllr. P Caffyn and decide whether some form of "finger buffet" can be provided or whether only wine and crisps/nibbles should be provided for the Civic Service Reception on the 28th October 2008..

Action:

Cllr. N.Campbell-white to arrange for the provision of wine on a "Sale or Return" basis, together with provision of glasses, for the Civic Service Reception on the 28th October 2008.

Cllr. A.Walmsley advised that The Reverend Dr. Roland Riem, Cannon Pastor and Missioner, Winchester Cathedral, will be taking the Civic Service on the 28th October 2007.

17. WDAPC – report by Cllr. N.Campbell-White

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

- He had attended the recent meeting.
- There were only 12 to 13 out of a possible 27 Parish Councils represented at the meeting.
- The meeting took the form of a discussion rather than a formal meeting.
- The current way of working was considered to be in-adequate and a new format was needed.
- WDAPC feels that it is being ignored by Winchester City Council.
- The proposed New Format would take the form of two meetings in Winchester per year plus an AGM.
- Prior to each meeting, specific questions would be prepared and submitted to the Leader of Winchester City Council.
- The Leader of Winchester City Council will be expected to answer these questions at the WDAPC meetings, plus any other questions raised at the time.
- If this New Format is proven not to be successful after one year, then it is proposed to "wind up" WDAPC
- It is understood that HAPTC have similar problems.

18. HAPTC – AGM 13th October 2007.

The Clerk advised that he had been requested to persuade Compton and Shawford Parish Council to be represented at the HAPTC AGM due to take place on 13th October 2007. It is feared that as things stand at present, the HAPTC AGM will be inquorate.

Action:

Cllr. N.Campbell-White to confirm to the Clerk whether he is able to attend the HAPTC AGM on behalf of Compton and Shawford Parish Council, on 13th October 2007 and the Clerk to advise HAPTC accordingly.

AOB.

1. Aircraft Noise.

Cllr Pearson of Winchester City Council has suggested that he comes to a future Parish Council meeting, to discuss the question of Aircraft Noise. This initiative is part of the proposal for Southampton Airport to take more notice of Winchester City Council and local residents. However, it was felt that it would not be appropriate for such discussions with Cllr. Pearson to take place during a Parish Council meeting. It was suggested that it may be more appropriate for Cllr. Pearson to speak with the residents of Southdown.

Action:

Cllr. A.Walmsley to discuss with Mr. R.Skipper whether it is appropriate for Cllr. Pearson of Winchester City Council, to meet with the Southdown Resident Association in order to discuss the question of Aircraft Noise.

2. Alternative venue for Parish Council Meetings

Cllr. A.Walmsley referenced the occasion when the Parish Council held a Parish Council meeting at Shepherds Down School as an alternate venue, and with a view to encourage greater interest in the Parish Council. He suggested, as a result of a recent "Compton Tenants Association" meeting that it might be beneficial to hold a Parish Council meeting in the Reeves Scout Hut, thereby taking the Parish Council to Compton Village.

Action:

Cllr A.Walmsley to investigate the possibilities of holding a Parish Council meeting in the Reeves Scout Hut, possibly the January or February 2008 Parish Council meeting.

3. Maintenance of the Jubilee Pavilion.

Cllr. J.Richardson raised the matter of who is responsible, and what the mechanism is, for the maintenance of the Jubilee Pavilion. Currently. This is currently assumed to be the responsibility of the Finance and Administration Committee and in particular Cllr. N.Campbell-White. At present the Jubilee Pavilion is in need of painting the exterior with wood preservative and some of the door locks are not working. It was concluded that during the remaining life of this Parish Council (until May 2008), the current assumed responsibilities should continue, i.e., the Finance and Administration Committee with the help of Cllr N.Campbell-White should continue to oversee the maintenance of the Jubilee Pavilion.

19. Date of Next Meeting.
6th November 2008

Compton and Shawford Parish Council

Minutes of the Compton and Shawford PARISH COUNCIL MEETING held on Tuesday 6th November 2007 in the Compton Room, Shawford Parish Hall, starting at 7.15pm.

Present:

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

In attendance: County Councillor Charlotte Bailey
District Councillor Eleanor Bell
PCSO Garry Cooper
0 Members of the Public.

1. **Correspondence** circulated to all members for their response.
The correspondence file containing the correspondence for the month of October 2007 was circulated to all Councillors in attendance.
2. **Apologies for absence.** Cllr. Mr. G.Beckett
Cllr. Mr. J.Dolphin
Cllr. Mr.N.Campbell-White
3. **Minutes - To approve the minutes of the meeting held on 2nd October 2007 (as circulated)**

The Minutes were accepted as read.

Agreed:

The Parish Council agreed that the Minutes of the meeting held 2nd October 2007 were a true record of that meeting.

Proposed:- Cllr. J. Millar

Seconded:- Cllr. J.Richardson

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:- There were no issues raised that were not covered elsewhere in the Agenda. 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 matters raised.

The Meeting will be re-opened.

5. **Police Report.**

PCSO Garry Cooper was in attendance, and he reported as follows:-

It was a comparatively busy month in the Parish with:-

- 1 incident of a Domestic dispute
- 2 incidents of Criminal damage
- 3 incidents of Non Dwelling Burglaries
- 3 incidents of Theft
- 2 incidents of Road Traffic Incidents (used to be called Road Traffic Accidents.)
- 1 incident of a Suspicious person
- 2 incidents of Neighbour Disputes – both over the same matter
- 1 incident of a Firearm Offence – somebody using a gun in a field
- 1 incident of Rowdy and Inconsiderate behaviour
- 1 incident of a Theft from a motor vehicle – at the bottom of Shawford Down
- 2 incidents of a Missing Person – on both occasions the persons concerned were found safe and well.

It was asked if there was any pattern to the Non Dwelling Burglaries; no pattern was in evidence other than such incidents happen overnight.

With regard to thefts and burglaries, it was suggested that it would be appropriate to place an article in the Parish Magazine, drawing people's attention to this issue, especially during the "run up" to Christmas. PCSO Cooper advised that he would discuss this matter with PC Mark Smith with a view to forwarding a suggested article to the Clerk for inclusion in the Parish Magazine. The deadline of 18 December for such an article was noted by PCSO Cooper.

Due to the number of incidents concerning vandalism to the Bus Shelters, it is proposed to initiate a piece of work whereby the police will meet the late bus stopping at Compton and Shawford. This to evidence a police presence and hopefully deter further incidents of vandalism.

6. District Councillor's Report.

District Councillor George Beckett was not in attendance and had not submitted a written report. However, it was understood that Councillor Beckett is pursuing the matter of Post Office Closures.

District Councillor Eleanor Bell reported on the following:-

- Winchester HAT – it was stated that it is interesting how the priorities are being set.
- Councillor Bell attended the Park and Ride Forum on the 16th October.
- Councillor Bell attended the Regulatory Committee, Hampshire County Council, on the 17th October at which the "R and W Plant (Chantacre) Ltd.", Planning Application was discussed.
- A Planning Enforcement Scrutiny Group is being established. This is an informal Scrutiny Group and it will be requesting Parish Councils to raise issues for investigation.
- Rural Economy informal Scrutiny Group. This is a Scrutiny Group looking at issues such as the Local economy, Housing, Transport etc., as well as matters such as Village/Farm Shops.
- Councillor Bell also referenced certain Planning Issues including the following:-
 - Four Dell Farm – the application for change of use to B1 usage which was approved subject to conditions.
 - Four Dell Farm - external Cladding which was refused.
 - Land adjacent to Silkstead Farm – relief from Planning Approval condition to allow operation of a commercial Livery Stable – approved.
- The Tower Arts Centre
- A cut in the Bus service to Romsey
- Access to Services – Audit Commission Report.

Cllr. Walmsley referenced the issue of the "Planning Enforcement Scrutiny Group" and suggested that District Councillor Eleanor Bell should speak to Mr. Malcom Noyce of Compton Street. Mr. Noyce had been advised by the Builders undertaking the development next to his property that the development was not entirely in accordance with the Planning Permissions previously granted. District Councillor Eleanor Bell commented that the Planning Enforcement team do not visit developments of less than five dwellings to ensure compliance with the Planning Permissions. It is necessary for such perceived non-compliance to be reported by the interested parties. District Councillor Eleanor Bell will speak to Mr. Noyce.

7. County Councillor's Report.

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

Within her report, Councillor Bailey reported on the following together with some related comments as follows:-

- **Shawford Down** – Currently there are no restrictions on Car Parking at the bottom of the Down. It is known that Commuters using Shawford Station are parking in the Down Car Park which needs to be stopped. Any form of restriction on this Car Parking only serves to move the problem elsewhere within the locality. It was suggested that some involvement in the South Winchester Park and Ride facility whereby the bus makes a detour to Shawford Station, might help in resolving the situation. However, this would create problems with the proposed road layout associated with the Park and Ride facility.

- **Attwoods Drove** – covered within Councillor Bailey's report – Appendix "B".
- **Four Dell Farm** - covered within Councillor Bailey's report – Appendix "B". In addition, it was confirmed that activities allowed by the recently granted Planning Application, will not commence for some four months.
- **Tower Arts Centre** - covered within Councillor Bailey's report – Appendix "B".
- **Cultural Strategy for Hampshire** - covered within Councillor Bailey's report – Appendix "B".
- **Post Office Closures** – it was emphasised that it is essential that individuals should write in to register their concerns regarding the closure of Post Offices. To assist in this, a leaflet together with addressed envelopes have been distributed to every household within Shawford, encouraging residents to write in.
- **HAT** – A database covering all Highways work and maintenance is being developed.

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

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

When asked, Cllr. Threlfall advised that the proposed work on the Itchen Navigation will not be anything specific, but will be a general tidying up of the area.

9. Transport Matters

There were no matters raised by the Transport Representative.

Cllr. A.Walmsley advised the meeting that there will be as from 9th December an hourly service through Shawford Railway Station to London Waterloo.

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

Cllr. J Richardson's report is as per Appendix "D".

a) Parish Accounts - Cheques for payment

The state of the Parish Council accounts at the time of this meeting were as per Appendix "E".

Cheques raised since the last Parish Council meeting are as per Appendix "F".

d) Budgets for Financial Year 2008/2009

Proposed Budgets for the financial year 2008 – 2009 are as per Appendix "G".

Cllr. Richardson drew members attention to the following points:

- Under Playing Fields expenditure, a large amount of £1500-00 is included for Tree work and the clearance of scrub on the piece of land to be registered into the Parish Council's name, opposite the Church in Compton Street.
- Additionally, under Playing Fields Expenditure, £750-00 has been specified for the scrub clearance and footpath reinstatement on the piece of Land at the North East corner of Memorial Playing Field, subsequent to that piece of Land being registered into the name of the Parish Council.
- Under General Administration Expenditure, an increase in the Clerk's Office Allowance has been allowed for. This has not been increased for the past three years.
- Under Finance Expenditure, an amount of £1500-00 has been allowed for the Parish Council's contribution towards the extension of the Graveyard. Whilst it was intended to take this from "Reserves", it will now not be required until the next Financial Year and therefore it was thought prudent to Budget for it.
- The Jubilee Pavilion Sinking Fund is being specified as £2000-00. This sum is intended to now cover not only the Long Term maintenance of the Jubilee Pavilion, but also the various smaller items of short term maintenance.
- Under "Income", the contribution from the Sports Club is shown as £2000-00. Whilst this has not yet been agreed with the Sports Club, it is anticipated that this will be the sum that is agreed upon. It should be noted that the variable amount contributed by the Sports Club in respect of insuring the Jubilee Pavilion Fixtures and Fittings, has been eliminated as any such contribution is intended to be included within the £2000-00.

It was requested that all Convenors and Councillors review the proposed Budgets for the Financial Year 2008-2009 and pass their comments/changes to Cllr. Richardson or the Clerk before the December Parish Council meeting. At that meeting, a motion to accept the Budget Proposals will be on the Agenda.

Action:

All Convenors and Councillors review the proposed Budgets for the Financial Year 2008-2009 and pass their comments/changes to Cllr. Richardson or the Clerk before the December Parish Council meeting

Action:

The Clerk to place a motion on the Agenda for the December Parish Council Meeting, to accept the Budget Proposals for the Financial Year 2008 – 2009.

e) Sports Club Lease Renewal – Rent review/Sinking Fund

Covered within Cllr. J.Richardson's report, Appendix "D".

Cllr. Richardson emphasised that any new agreement with the Sports Club would be for a period of five years, subsequent to which the level of Sports Club contribution would again be re-negotiated. In order to initiate this process, two versions of a possible letter to the Sports Club were discussed.

Agreed:

The Parish Council agrees to send the "shorter version letter" to the Sports Club, requesting the Sports Club "contribution" to the Parish Council be increased from £750-00 to £2000-00 and at the same time eliminate the Sports Club's contribution towards the insurance of the Jubilee Pavilion's Fixtures and Fittings.

Proposed: Cllr. P. Caffyn

Seconded: Cllr. M.Shaw

Vote: Unanimous.

Action:

Cllr. J.Richardson to forward to the Clerk the final "Draft" version of the letter to the Sports Club concerning the requested increase in Sports Club contribution to the Parish Council, for the Clerk to submit to the Sports Club.

e) Parish Hall Sinking Fund.

Cllr. Richardson advised the meeting that a formal letter of acceptance was still awaited from Mr. John Griffith, Chairman of CASCA. Cllr. J.Millar advised that this subject is mentioned in the Minutes of the recent CASCA Management Committee meeting.

Action:

Cllr. J.Millar to remind Mr. John Griffith, Chairman of CASCA, that a formal letter is still awaited by the Parish Council, confirming CASCA's acceptance of the new arrangements concerning contributions to the Shawford Parish Hall Sinking Fund.

f) Registration of Parish Council owned Land at the Land Registry.

Whilst it is understood that Cllr N.Campbell-White has all the relevant information ready to initiate the Registration of land at the Land Registry, the actual Registration has yet to be submitted. This is awaiting Cllr. N.Campbell-White's return.

g) Location of the "Master Keys" to the Jubilee Pavilion.

Mr. Richard Brooks is still sorting out the various keys to the Jubilee Pavilion with a view to providing a full set to the Parish Council. It is envisaged that a "Master Key" will have to be "cut".

Agreed:

For reasons of security and access, there should be two sets of keys to the Jubilee Pavilion held by the Parish Council. One set held by the Clerk and one set held by the Parish Council's Sports Club Representative.

Vote:- By a show of hands, Unanimous.

h) Jubilee Pavilion – re-painting the exterior.

Cllr. Richardson advised the meeting that two quotations had been received ranging from £1500-00 to £2200-00. Accordingly, Cllr. N.Campbell-White is endeavouring to

obtain a third quotation in order to conform with the Parish Council's Financial Regulation. On receipt of the third quotation, the appropriate contractor will be chosen and the work put in hand.

Cllr. P.Caffyn submitted to Cllr. Richardson the details of another possible contractor who may be interested in undertaking this work.

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 September 2007 are as per Appendix "I".

Cllr. A.Walmsley made available to Members various Plans relating to various Planning Applications for Members to review during the tea break.

Cllr. Walmsley drew Members attention to the Planning Application concerning Four Dell Bungalow, Poles Lane, which is for the revocation of section 106 Agreement which restricts the occupancy of the dwelling house to persons solely or mainly working, or last working in the locality in agriculture or forestry and required a contribution towards open space. In view of the many contentious Planning Applications relating to Four Dell Farm, it was considered that the Parish Council should take care when addressing this Planning Application. It was also considered appropriate to ensure that neighbouring Parishes should be made aware of this Application and to seek their views.

Action:

Cllr. A.Walmsley to advise Otterbourne and Hursley Parish Councils of the Planning Application (ID433) concerning Four Dell Bungalow, and to seek their views and whether they consider an objection is appropriate.

District Councillor Eleanor Bell enquired as to the Parish Council's position in respect of a Farm Shop at Four Dell Farm. Cllr. A.Walmsley advised that when a Planning Application for such a facility was made, the Parish Council did not raise any objection.

b) WCC Councillor Pearson – date for addressing the Parish Council

Having spoken to Mr. Richard Skipper, Cllr Walmsley had determined that there would be considerable interest in hearing what Cllr Pearson has to say. Accordingly, Cllr Pearson should be invited to address the Parish Council at the December or January Parish Council meeting.

Action:

Cllr. A.Walmsley to speak to Cllr. G.Beckett with a view to arranging for Councillor Pearson, WCC, to address the Parish Council at the December 2007 or January 2008 meeting.

Whilst discussing the question of people addressing the Parish Council, the question of the Parish Council inviting Mr. David Ball, Countryside Services, Hampshire County Council, was raised. Mr. David Ball had offered to advise the Parish Council of progress in the Management Plan for Shawford Down.

Action:

Cllr. P.Caffyn to speak to Mr David Ball with a view to inviting hem to speak to the Parish Council at the March 2008 Parish Council meeting.

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

Cllr. M.Shaw had not submitted a written report as there was nothing to report.

Cllr. Shaw did advise that the Football Nets had been put back on the Goal Posts in the Compton Street Play Area, but the Invoice from Mr. Andrew Goodyear for painting the goal posts, has not been paid as a breakdown of the costs is still awaited, together with the return of the unused paint.

13. Parish Hall.

(a) Report from our rep on CASCA Management.

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

In addition, Cllr. Millar advised the following:

- The minutes of the previous Management Committee meeting had been agreed
- A Management meeting was held yesterday
- The Parish Hall Takings were stated as being "good".
- The matter of the Parish Council's contribution to the Parish Hall Sinking Fund was discussed.
- It is believed that the profits for the financial year 2007/2008 will exceed £6000-00 and therefore the Parish Council will not be required to make a contribution to the Sinking Fund in the 2008/2009 Financial Year, but this needs to be confirmed.

Action:

Cllr. J.Richardson to discuss with Mr. John Griffith and Mr. David Jeffrey whether the Shawford Parish Hall profits for the Financial Year 2007/2008 will exceed £6000-00 and as a result the Parish Council will not be required to contribute £1000-00 to the Parish Hall Sinking Fund in the 2008/2009 Financial Year.

- The CASCA Annual General Meeting will be held on 14th November 2007.
- The CASCA Christmas Party will be held on 30th November 2007 and the assistance of Councillors was requested in order to "man the bar".

Cllr. J.Richardson advised that he had recently attended a Fire Risk Assessment seminar and enquired if CASCA's Fire Risk Assessment was up-to-date. Apparently there could be problems if the Assessment document is more than one year old.

Action:

Cllr. J.Millar to ensure that Shawford Parish Hall Fire Risk Assessment is up-to-date.

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

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

a) Notice Boards

Whilst there appears to be no progress to-date, it is understood that the new Notice Board will be delivered in December 2007. This will enable the new Notice Board to be installed opposite the Church in Compton Street, and the old dilapidated one at the entrance of Compton Street removed.

b) Bus Shelters – refurbishment.

Refurbishment of the Bus Shelters has now been completed.

c) Street Lighting

Whilst inspection of the Parish Council owned Street Lighting has not yet been done due to the non availability of Cllr. N.Campbell-White, Cllr. Caffyn said that the parish council should express an interest in the proposed P.F.I. Such an interest does not result in a commitment which will not be required for several months.

Action:

Cllr. P.Caffyn to confirm the Parish Council's interest, but without commitment, in the Street Lighting P.F.I. initiative.

Cllr Caffyn advised that she had received a complaint from a resident in Attwoods Drove that the Street Lighting in that area was insufficient. This was refuted by Cllr. Caffyn in that the village of Compton is considered to be a semi-rural area where Street Lighting is kept less intense than that of an Urban Area.

d) Horses using Footpaths

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

In addition, Cllr Caffyn advised that Maps of the Footpaths and Bridleways within the Parish had been obtained from Hampshire County Council. These will be copied and sent with an accompanying letter to the three Livery Stables in the Compton locality. The Accompanying letter will draw the attention of the Stable owners to the regulations and initiate a negotiated settlement of the problems associated with Horses using Footpaths.

Action:

The Clerk to forward the copied maps of Footpaths and Bridleways together with the

drafted accompanying letter, to the three Livery Stables within the Compton Locality.

e) Highland Cattle congregating at the top of Shawford Down

In an attempt to resolve this matter, Cllr Caffyn asked of David Ball, Countryside Services, Hampshire County Council, whether the fence on Shawford Down could be moved whereby the Tarmac Path to the bottom of the down is outside the fence. Cllr. Caffyn was advised that this would not be possible. In addition, it was considered that there was not a significant problem necessitating such actions and in any event, the Highland Cattle have been moved off of Shawford Down and will remain away for the next four months.

f) Scrub clearance – Shawford Down

Cllr. Caffyn was allocated this task in her absence at the last meeting. Having considered the matter, she considers that she is not competent to determine whether sufficient scrub has been cleared from Shawford down. In addition, Cllr. Caffyn considers it to be in-appropriate for the Parish Council to interfere with the “Management Plan” established by Countryside Services, Hampshire County Council. It is the responsibility of Countryside Services to Manage Shawford Down and they should be left to get on with the job without interference from the Parish Council. Mr. David Ball will report on the progress of the Management Plan when he comes and speaks to the Parish Council in March 2008. This was generally accepted and accordingly, this outstanding action point will be removed.

g) Vandalism.

Under Item 5 above – Police Report – it is hoped further incidents of vandalism can be deterred. With regard to previous incidents concerning the Bus Shelter, as previously agreed, the Glass in the Bus Shelters will not be replaced. Cllr Caffyn advised that the remaining broken glass panel has now been removed from the Bus Shelter at the entrance to Compton Street.

Cllr. Caffyn advised that yet more black sacks of Dog Faeces have been left by the Dog Bin at the bottom of Shawford Down. The Dog Warden has been informed. Mr. David Ball, Countryside Services, Hampshire County Council, who is responsible for the Management of the Down will be putting up notices which will hopefully stop this practice.

It was reported that a bag of Rubbish had been left in the M3 underpass. Mr. Bill Goodyear had been informed.

15. Parish Plan – progress update.

Cllr. A.Walmsley advised that the recently distributed Questionnaires had now been collected. There was a good response – 60% to 70% of questionnaires having been returned. The data collected is now being input to a computer database for analysis.

16. Post Office Closures.

This issue was put on the Agenda at the request of Cllr. J.Dolphin, but he was not in attendance to make any comments or observations. However, the subject was mentioned by County Councillor Charlotte Bailey, see item 7 above. It was again emphasised that individuals should write in expressing their concerns about the Post Office closures.

17. Green Litter Bins – use for Dog Faeces.

The Clerk has established after correspondence with Winchester City Council, that the Green Litter Bins in Compton Street may be used for depositing Dog Faeces. It was concluded that it would be responsible to advertise this by placing a note in the Parish Magazine. Additionally, sticker notices should be placed on the Bins in question.

Action:

Cllr. A.Walmsley to investigate the production of suitable notices to be stuck on the Green Litter Bins in Compton Street, indicating that the Bins can be used for the depositing of Dog faeces.

18. Civic Service – Matters Arising

The Chairman, Cllr. A.Walmsley, expressed his thanks to everyone who attended what was considered a very successful Civic Service on the 28th October 2007. Cllr. Walmsley noted that there was a large number of invitees who did not reply to the original invitations. He suggested that perhaps a request to respond by e-mail might elicit a greater number of replies. The Clerk disputed this, saying that the number of non-replies was similar as that for previous years and that e-mail replies would cause additional work.

19. Date of Next Meeting.

4th December 2007.

Compton and Shawford Parish Council

Minutes of the Compton and Shawford PARISH COUNCIL MEETING held on Tuesday 4th December 2007 in the Compton Room, Shawford Parish Hall, starting at 7.15pm.

Present:

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

In attendance: County Councillor Charlotte Bailey
PC Emma Port (Had to leave before the Meeting commenced.)
0 Members of the Public.

1. Correspondence circulated to all members for their response.

The correspondence file containing the correspondence for the month of November 2007 was not circulated as the Clerk had not brought the file to the meeting. The Clerk advised that all important items of correspondence had been circulated as and when received during the month. The Correspondence file will be made available to members subsequent to the meeting.

2. Apologies for absence. Cllr. Mrs. M.Shaw,
Cllr. Mr. J.Dolphin
District Councillor Eleanor Bell

3. Minutes - To approve the minutes of the meeting held on 6th November 2007 (as circulated)

The Minutes were accepted as read.

Agreed:

The Parish Council agreed that the Minutes of the meeting held 6th November 2007 were a true record of that meeting.

Proposed:- Cllr. J.Richardson

Seconded:- Cllr. T.Threlfall

Vote:- 5 votes for.

Abstentions:- 2 vote due to non attendance.

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:- There were no issues raised that were not covered elsewhere in the Agenda. 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 matters raised.

The Meeting will be re-opened.

5. Police Report.

Police Constable Emma Port attended the meeting, but had to leave before the meeting commenced. PC Emma Port left her written report which is as per Appendix "B". This brief report was read out to the meeting by the Chairman. It was commented that the Month of November was a quiet month, there being only 5 incidents reported.

6. District Councillor's Report.

District Councillor G. Beckett reported on the following:-

Winchester City Council Budgets

- The first stages of preparation of the Budgets for the financial year 2008 to 2009 have been completed.
- These draft proposals result in an anticipated increase of 3.9% over the previous year.

- Revenue income is anticipated to primarily come from Car Parks and charges for “Pre-planning advice” given to developers. This charge for giving “Pre-planning advice” will not be applied to the private individual seeking to extend their home, but will only be charged to the Professional Developer, undertaking major developments.
- The main expenditure for Winchester City Council is the cost of subsidising rural transport which is anticipated to be in the region of a half a million pounds.

Local Development Framework (LDF)

- Publication of the papers to WCC Cabinet covering the draft “Local Development Framework” has been completed.
- The eventual document will cover a longer period than the current five year planning guidance documents.
- The LDF outlines the issues and sets out the “Options” for handling those issues.
- The opinions of consultees will be sought.
- The WCC Cabinet will be considering the draft LDF on 12th December following which there will be a six month consultation period.
- Cllr Beckett emphasised that reports that development at Bushfield Camp and Compton Down was part of the LDF, were incorrect.
- However, the LDF seeks to provide a mix of space for economic/employment development and housing development.

Parish Contact

- Letters had been sent out to Parishes which, it is hoped, will initiate a closer working relationship between Winchester City Council and the Parishes.
- Two dates have been suggested for a possible first meeting.
- Cllr. Beckett considered this to be necessary now that Winchester District Association of Parish Councils appears to be in abeyance.
- Hampshire Association of Local Councils are involved.
- Winchester City Council is keen to maintain and develop contact with the Parishes.

7. County Councillor’s Report.

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

Within her report, Cllr. Bailey reported on the following:-

- Shepherds Lane junction
- Four Dell Farm meeting
- The Tower Arts Centre
- Library
- Post Offices
- Climate Change Commission of Inquiry
- 101 number.

With regard to the 101 number for contacting the police, Cllr G.Beckett advised that some money for funding its continuance will be found by Winchester City Council for a short period, but such funding cannot be undertaken by Winchester City Council in the longer term.

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

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

There were not matters arising.

9. Transport Matters

There was no report from the Transport Representative. Cllr. A.Walmsley advised that a new Train Timetable will be introduced next week. “Shawford Rail User Group” (SHRUG) are writing up details of this new Timetable for publication in the Parish Magazine. It was thought that use of Shawford Railway station may increase following the introduction of an hourly through service to Waterloo.

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) Completion of Annual Audit for Financial Year 2006 to 2007

It was noted that the Audit process, both Internal and External, covering the Parish Council's Accounts for the Financial Year 2006 to 2007 had now been completed. There were no issues raised by the Auditor and therefore no actions to be undertaken.

c) Budgets for Financial Year 2008/2009

Cllr. Richardson referenced the "Draft Budget" circulated at the Last Parish Council meeting and advised that no requests for amendment had been received.

Whilst the "Draft Budget" proposals indicated a 1.37% increase over the previous year, it is anticipated that this will equate with a reduction in actual terms to each household as there had been an increase in the number of Band "D" dwellings within the Parish.

Cllr. Richardson referenced to £1,000-00 budgeted amount payable by the Parish Council to the Parish Hall Sinking Fund. During the Financial Year 2007 to 2008, CASCA had generated a surplus in excess of £6,000-00 and therefore in accordance with the recent agreement with CASCA, the Parish Council will not have to make a contribution to the Parish Hall Sinking Fund in the Financial Year 2008 to 2009. It was questioned whether the Parish Council should still Budget for this contribution. It was concluded that the Parish Council would continue to Budget for this contribution and if not paid into the Parish Hall Sinking Fund, it will be taken into reserves.

It was emphasised that if the Parish Council does not have to contribute to the Parish Hall Sinking Fund due to the surplus made by CASCA, then CASCA will pay the equivalent amount into the Parish Hall Sinking Fund, in addition to CASCA's own contribution to that fund.

It was also stated that the Parish Council will not contribute to the Parish Hall Sinking Fund in the Financial Year 2007 to 2008 as CASCA had made a surplus during the Financial Year ending 31st March 2007, in excess of £6,000-00. CASCA will contribute the Parish Council contribution of £1,000-00 plus their own contribution, to the Parish Hall Sinking Fund.

Agreed:

Compton and Shawford Parish Council approves the Budgets for the Financial Year 2008 to 2009 and therefore approves the Precept Claim of £26,272-00, which will be claimed from Winchester City Council.

Proposed: Cllr. N.Campbell-White

Seconded: Cllr. P.Caffyn

Vote: Unanimous.

d) Sports Club Lease Renewal – Rent review/Sinking Fund

Covered within Cllr. Richardson's report, Appendix "E".

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

- A letter from the Sports Club agreeing to the new arrangement is still awaited.
- Cllr. Richardson is optimistic that the Sports Club will accept the £2,000-00 annual contribution to the Parish Council for the next five years.
- The current figure of £750-00 should not be used as a base point in negotiations, as it was purely a concessionary figure established to help the Sports Club in the first five year period of the Jubilee Pavilion.
- It was noted that the "levy" paid by the "Sections" to the Sports Club had been significantly reduced in order that the various sections could purchase new Sporting Equipment. This was acknowledged as an internal matter for the Sports Club.
- It was noted that it may have been imprudent to reduce these "Levies" as the various sections would resist them being increased again to fund the increased annual contribution to the Parish Council.
- The suggestion that the £2,000-00 should be increased incrementally over the next five years to reach a "cost neutral" position at the end of five years, was discounted as the proposal to increase to £2,000-00 the Sports Club annual

contribution had been fixed for the five year period in the Parish Council's letter to the Sports Club.

- It was asked if Cllr. Richardson had any conflict of interest when negotiating with the Sports Club on this issue. Cllr. Richardson advised that he considered that he had no conflict of interest, but did request that another Councillor should be involved in discussions.

Accordingly, this matter is now pending receipt of the Sports Club letter accepting the Parish Council's proposals.

e) Parish Hall Sinking Fund.

Covered within Cllr. Richardson's report, Appendix "E", and under item 10c) above.

f) Parish Hall – Fire Risk Assessment.

It had been established that the Parish Hall's Fire Risk Assessment document was up-to-date.

The issue of a "Fire Risk Assessment" to cover the Jubilee Pavilion is currently being addressed by Richard Brooks, Sports Club Secretary.

g) Registration of Parish Council owned Land at the Land Registry.

Cllr. N.Campbell-White advised that all the relevant paperwork and legal documents had now been collected together. In order to proceed to Registration, there will be a significant amount of work for the Clerk. Accordingly, it is proposed that Cllr. Campbell-White and the Clerk to get together after Christmas with a view to submitting the application to the Land Registry to register the various pieces of Land owned by the Parish Council. The majority of the pieces of Land to be registered should not prove to be any problem. However, it is envisaged that the registering of the Land opposite the Church in Compton Street will present significant problems.

h) Location of the "Master Keys" to the Jubilee Pavilion.

It has been established that there is a "Master Key" to the Jubilee Pavilion and Mr. Richard Brooks is still investigating the possibility of duplicating this key in order to give the duplicates to the Parish Council; otherwise each individual key will have to be duplicated.

i) Jubilee Pavilion – re-painting the exterior.

Whilst the required number of Quotations had been received, it is now too late in the year to initiate the re-painting of the Jubilee Pavilion. Cllr. N.Campbell-White advised that this issue will be re-addressed in the new year when the better weather will allow for the work to be done.

Cllr. J.Richardson raised two further matters as follows:

Vandalism.

- There had been an attempted "break in" at the Equipment Storage Shed, but nothing had been stolen.
- Unacceptable car driving in the Jubilee Pavilion car park causing potential damage to the Car Park surface, had occurred.
- The "Crime Prevention Officer" is undertaking a "site visit" to submit to the Sports Club his opinion on the facility and to make recommendations.

Risk Assessment.

- The Parish Council does not have on record any documented evidence of the Parish Council having regularly reviewed its assets from the point of view of their being secure and safe from a Health and Safety point of view. This is apart from Cllr. M.Shaw's weekly recorded inspections of the Children's Play Equipment, together with the annual Report from Winchester City Council on the same.
- It is considered that this would be significant failing on the Part of the Parish Council, should there ever be a "claim" on the Parish Council for whatever reason.
- Accordingly, the Clerk had put together a basic form, produced by the Asset Register data base, which could be used by Convenors of the Committees to document their review of all Assets under their jurisdiction.

- The final version of this form will be produced and distributed to the appropriate convenors for completion subsequent to their inspections.

11. Planning Committee. - Convenor's report.

Cllr. A.Walmsley advised that there was very little happening this month, hence there was no written report.

a) Applications and decisions.

Planning Applications and Decisions for the month of September 2007 are as per Appendix "I".

Cllr. A.Walmsley reported on the meeting arranged by County Councillor Charlotte Bailey between Hampshire County Council, Winchester City Council and the relevant Parish Councils to discuss the numerous Planning Applications centring on Four Dell Farm. The main points were as follows:-

- The total picture of these Planning Applications was established.
- Although nothing new was revealed, it was thought that the meeting was useful.
- By reviewing all of the Planning Applications together, their cumulative effect could be established.
- The cumulative effect was thought to be interesting when considering the overall effect of heavy lorry movements.
- Accordingly, it was thought that the cumulative effect of heavy lorry movements could be used in any further objections.
- It is anticipated that there will be an appeal on one Planning Application in respect of the storage of Motorway/Highway materials.
- The residents association have been given leave to seek a Judicial Review of the granting of Planning Permission for the establishment of a Concrete Crushing facility. The Residents Association is optimistic on the outcome of this review, but it is likely that it will result in re-evaluation by Hampshire County Council of the original Planning Application.

Cllr. N.Campbell-White requested that he be advised as to the Parish Council's position on Bushfield Camp in respect of the Village Design Statement (VDS) that he is involved with. It was commented that there is no move by Winchester City Council to establish Playing Fields or intensive housing on Bushfield Camp.

Cllr. P.Caffyn enquired as to whether there had more developments regarding the Planning Enforcement Officer investigating the development at the old Southdown School buildings. Cllr, A.Walmsley advised that apart from the initial acknowledgement from the Enforcement Officer, nothing further had been heard.

Action:

Cllr. G.Beckett to speak to the Enforcement Officer, Winchester City Council, Planning Department, and establish the current position of the Enforcement Officer in respect of the development at the old Southdown School buildings.

b) WCC Councillor Pearson – date for addressing the Parish Council

Cllr. A.Walmsley advised that Cllr. Pearson had been invited to attend the January Parish Council meeting and a response is awaited.

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

Cllr. M.Shaw was not in attendance and no written report submitted. It was therefore assumed that there were no issues to be reported.

13. Parish Hall.

(a) Report from our rep on CASCA Management.

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

(b) Feedback from 30th November CASCA party.

Cllr. J.Millar expressed CASCA's thanks to Parish Councillors who "manned" the bar at the CASCA Christmas Party.

The Chairman, Cllr. A.Walmsley advised that an e-mail had been received from Mr. John Griffith, Chairman of CASCA, concerning problems relating to cars being parked in

and around the Parish Hall. This e-mail is as per Appendix "K". Some discussion took place on this issue, the main points being as follows:-

- With the increase in use of Shawford Station and the Parish Hall, more car parking spaces are required.
- Some local residents want "Yellow Lines" to prevent parking on both sides of the road, especially in Pearsons Lane.
- Suggestions to develop the land at the bottom of Shawford Down into a car park is not favoured by local Residents.
- It is understood that the area at the bottom of Shawford Down has cables and pipe-works from the Utility Companies buried underground, thereby making development of that land difficult.
- The local Residents, through the Resident Association, are determining whether the establishment of "Yellow Lines" is something that they want or not.
- It was felt that neither the Parish Council or CASCA should try to impose anything upon the Local Residents.
- If it is determined that the Residents want "Yellow Lines" then the Parish Council will support the establishment of "Yellow Lines".
- It was suggested that with the increase in use of Shawford Station, Network Rail should be contacted to see if they are in a position to increase Car Parking at Shawford Station. However, it was noted that such an initiative should be made through the Shawford Rail User Group (SHRUG) so as not to jeopardise their achievements in obtaining better services to Shawford.
- It was also suggested that an approach could be made to Mr. Walters who owns Walcon Yard. Some of the Land in Walcons Yard which is not being used, could be used for Car Parking by users of Shawford Station.

Action:

The Clerk to respond to Mr. John Griffith's e-mail concerning Car Parking in and around the Parish Hall, advising him that the Parish Council awaits the decision by local Residents on the question of Yellow Lines. Depending upon that decision, the Parish Council may then write to Network Rail and Mr. Walters, Walcon Yard, seeking their assistance on this question.

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

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

a) Notice Boards

Subject deferred.

b) Road signage – Bridge Terrace

Covered within Cllr.Caffyn's report, Appendix "L". This issue has now been successfully sorted out and appropriate road signs will be installed in due course.

c) Street Lighting

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

It was also commented that some Residents in Martins Fields and Attwoods Drove would like more Street Lighting. However, this is not necessarily the view of the majority of Residents.

d) Horses using Footpaths

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

e) Shawford Road closure.

The Parish Council has been advised that Shawford Road will necessarily be closed at some time next year. This is to facilitate the re-building of the bridge over the Itchen. The closure will last approximately 3 month. It has already been requested that as much warning as is possible be given to the Parish Council and Local Residents in advance of the Closure.

15. Parish Plan – progress update.

Cllr. A.Walmsley advised that a preliminary evaluation of the returned questionnaires has not revealed anything unexpected. The full evaluation is expected by Christmas. A

meeting to discuss the format of the Parish Plan document is to be held in two weeks time.

It has been reported that the Compton Down Society do not wish to assist in developing a Village Design Statement (VDS) as they already have their own document relating to just Compton Down.

16. Green Litter Bins – use for Dog Faeces.

No further action on this issue has taken place to-date.

17. Date of Annual Parish Assembly.

It was determined that 23rd April 2008 would be the most suitable date for the Annual Parish Assembly.

18. Date of Next Meeting.

8th January 2008 (The Parish Council Meeting has been exceptionally moved back one week so as not to hold it on the 1st January 2008 which is a Bank Holiday.)