

Compton and Shawford Parish Council

Minutes of the Compton and Shawford PARISH COUNCIL MEETING held on Tuesday 8th January 2008 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 (arrived late), 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
PC Nigel Harding
10 Members of the Public.

1. **Correspondence** circulated to all members for their response.
The correspondence file containing the correspondence for the month of November 2007 was circulated
2. **Apologies for absence.**
There were no apologies given apart Cllr. N.Campbell-White advising the Chairman that he would be arriving late.
3. **Minutes - To approve the minutes of the meeting held on 4th December 2007 (as circulated)**

Page 1, Agenda Item 3, the meeting date referenced should read "6th November 2007", not "2nd October 2007".

Page 3, item 10 c), paragraph 5, should read:-

"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:

The Parish Council agreed that the Minutes of the meeting held 4th December 2007, with the changes referred to above, were a true record of that meeting.

Proposed:- Cllr. P.Caffyn

Seconded:- Cllr. G.Beckett

Vote:- 8 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:- On behalf of Cllr. N.Campbell-White, Cllr. J.Millar referenced the issue of Car Parking in Shawford and the issue of waiting for the outcome of deliberations concerning "Yellow Lines" by residents before approaching Mr. Walters, Walcon Yard, with regard to the possibility of arranging for part of Walcon Yard to be used for Car Parking on a commercial basis. Cllr. N.Campbell-White suggested that this approach should be made immediately and not await the outcome of the "Yellow Lines" deliberations. General discussion concluded that If the "Yellow Lines" issue is not progressed, then it would be difficult justify a commercial Car Parking arrangement in Walcon Yard. Accordingly it was determined that no approach to Mr. Walters should be made until the "Yellow Line" question had been answered.

Outstanding Action Points:- A brief review of the Outstanding action points revealed that:-

ID762 – Still to be addressed by Cllr. A.Walmsley.

ID738 – Still to be addressed by Cllr. G.Beckett.

All other Outstanding Action Points are covered under the Agenda items.

Outstanding “Action Points” as a result of this meeting are as per Appendix “A”.

5. Presentation by Councillor Frank Pearson, Winchester City Council, re Aircraft Noise.

Cllr. Frank Pearson, Winchester City Council, was invited to address the Parish Council on his work on the issue of Aircraft Noise. Cllr. Pearson has been charged by Winchester City Council to raise the level of involvement of Winchester City Council in matters relating to Eastleigh Airport and Aircraft Noise. The main points made by Cllr. Pearson were as follows:-

- Cllr. Pearson sits on the Airport Consultative Committee.
- The Airport Consultative Committee concentrates its efforts on issues affecting Eastleigh and Southampton.
- Little attention has been given to issues affecting Winchester and the surrounding areas to-date.
- The Airport Authorities do not necessarily act upon matters raised through the Consultative Committee.
- It is accepted that there has to be a balance between economic issues such as the provision of jobs with the need for protection of the environment.
- Maps showing the “Trial Routings” and “Noise Footprint” of over-flying aircraft were presented.
- The “Noise Footprint” affecting this Parish showed a noise level of 51 decibels.
- It was conceded that there is no accurate method of actually determining the real noise level of over-flying aircraft.
- Changes to regulations concerning what is acceptable in noise levels are to be introduced in February 2008 by the European Union.
- These changes require that other sources of noise be taken into account.
- This will be studied over the next three years.
- S.A.S.I.G. have been persuaded to include Eastleigh Airport in their review of Regional Airports.
- It was pointed out that only the routing of Aircraft undertaking a “Visual” approach/departure to/from Eastleigh Airport can be subject to issues raised by the Consultative Committee on noise levels. Aircraft using the I.L.S. are outside considerations.

Some general discussion ensued, the main points were as follows:-

- The “Noise Footprint” is meaningless as it does not take into account the height of land such as Southdown which results in the over-flying aircraft being closed to the ground at that point.
- Complaints about noise levels are received, usually from the same people, which dilutes the value of those complaints.
- A new computer system enables Eastleigh Airport to identify which aircraft deviate from the accepted flight path.
- Due to the layout of Residential Areas north of Eastleigh Airport, it has to be accepted that aircraft have to over-fly some residential areas.
- Questions concerning expansion of Eastleigh Airport revealed that a 100% increase in passengers is anticipated, but this will be accommodated by the use of larger aircraft. Accordingly, this is not necessarily expected to result in the same increase in numbers of over-flying aircraft.
- It was asked as to what influence S.A.S.I.G. has over operations into/out of Eastleigh Airport. It was pointed out that S.A.S.I.G. have a “national influence” and that central Government takes note of what they say.
- Sue Broadbent gave a brief outline as to the actions that the “Winchester Air Group” are pursuing, these comprise mainly of long-term matters.

The Chairman, Cllr A.Walmsley thanked Cllr. Pearson for his presentation.

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 matters raised by members of the Public in attendance.

The Meeting will be re-opened.

6. Police Report.

Police Constable Nigel Harding reported on the following incidents which had occurred during the month of December 2007:-

- 1 theft from a motor vehicle
- 1 theft of a "mini digger".
- 1 incident of damage to property
- 1 incident of dangerous driving
- 1 sudden death at a nursing home
- 2 thefts from construction/building sites.

Continued concern was expressed about instances of theft from vehicles parked in the Southdown Area. It was emphasised that valuables should not be left in parked cars.

Constable Harding advised that the various "Neighbourhood Watch Schemes" seem to be becoming dormant. PCSO Gavin Cooper has been given the responsibility of liaising more closely between the various "Neighbourhood Watch Schemes" and the Police.

Cllr. A.Walmsley raised the matter of cars being driven into the Jubilee Pavilion Car Park late at night and using the Car Park as a race track, damaging the car park surface. PC Nigel Harding advised that he will look into the matter. Cllr. Walmsley suggested that the police could write an article for the Parish Magazine on all these matters.

7. District Councillor's Report.

District Councillor Eleanor Bell's report is as per Appendix "B".

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

- Winchester Local Development Plan (LDF) – issues and options consultation.
- Joint meeting with Badger Farm and Olivers Battery Parish Councils
- WCC Planning Enforcement Informal Scrutiny Group
- Southampton Airport – Environment Scrutiny Panel
- Four Dell Farm – R & W appeal
- Meeting with Mobile Operators Association.

District Councillor G.Beckett reported on the following:-

- Car Parking in Winchester.
 - Introduction of more "pay on Foot" as opposed to "pay on exit" facilities.
- WCC Budget setting process ongoing
 - An at inflation or below inflation rate increase is anticipated.
- Local Development Framework (LDF)
 - Cllr. Beckett is pleased with the interest shown
 - Reference is made to Bushfield Camp which is restricted within the LDF to facilities covering employment and economic considerations as opposed to residential development.
 - It was considered important that Parish Councils respond to this document during the consultation period.
- Planning Enforcement
 - Cabinet accept that the standard of enforcement is not good within Winchester City Council
 - However, at the same time the rate of resolving issues is not exceptionally bad.
 - The introduction of restricting the types of "Enforcement Cases" to be actioned is only a temporary measure, but even this can be overruled in cases of need.
 - A set of priorities will be set to ensure best use of resources.

8. County Councillor's Report.

County Councillor Charlotte Bailey's report is as per Appendix "C"
Within her report, Cllr. Bailey reported on the following:-

- Southern Water and the sale of Land.
- Poles Lane – developments at Four Dell Farm etc.
- Hampshire Strategic Partnership.
- The Tower Arts Centre.
- Various "Consultations".
- Hampshire County Council Targets
- Hampshire County Council Budgets.
- School Places Plan.

With regard to the Sale of Land by Southern Water, Cllr. G.Beckett thought it unlikely that such sales will impact the "gap" between the Parishes of Compton and Shawford and Otterbourne. When "Sparrowgrove" was developed, the development necessitated the putting in place of a "106 Agreement", thereby ensuring public access to the woodlands and water meadows.

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

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

Cllr. Threlfall had nothing further to add, and there were no issues raised.

10. Transport Matters

There were no issues raised.

11. 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) Sports Club Lease Renewal – Rent review/Sinking Fund

Covered within Cllr. Richardson's report, Appendix "E". Cllr. Richardson also advised that it is understood that the Sports Club do not accept the concept of a "Cost Neutral" situation to be enjoyed by the Parish Council.

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

i) Appointment of John Steel, Solicitor, to undertake relevant Registration.

Cllr. N.Campbell-White had discussed the issue of registering the Parish Council owned Land at the Land Registry, with John Steel of Blake Laphorn Tarlo Lyons, the Parish Council Solicitor. Two issues had arisen which were subsequently confirmed in writing to Cllr. N.Campbell-White as follows:-

1. Strip of land opposite the Church between Compton Street and Church Field. This piece of land was to be registered into the Parish Council's name as no other party who owned it could be identified. John Steel, through his work for the Church Commissioners, has now confirmed in writing that this piece of land is owned by the Church Commissioners, and who are holding that land in trust for the Parochial Church Council. In view of this, it was considered in-appropriate for the Parish Council to pursue the registering of that land into the name of the Parish Council.

Agreed:

In view of establishing that the Land opposite the Church between Compton Street and Church Field is owned by the Church Commissioners, which is held by them in Trust for the Parochial Church Council, the Parish Council will not pursue any further the registering of such land at the Land Registry.

Proposed: Cllr. N.Campbell-White

Seconded: Cllr. G.Beckett

Vote: 1 Abstention, 8 votes for.

2. Land at the North East corner of Memorial Playing Field. With regard to this piece of Land, the Highways Agency have declared that they have no interest. Similarly, Hampshire County Council have stated that they have no interest in it.

Whilst this land was originally conveyed to the Highways Agency when the M3 motorway was constructed, it was not conveyed back to the Parish Council when the construction works had been completed. In addition, the relevant "deeds of Title" have been lost. John Steel has suggested in writing that this matter could be addressed in two ways as follows:-

- a) By completion of "Statutory Declarations", submit an application for Registration at the Land Registry, to register into the name of the Parish Council. If the Land Registry accepts this, it would give the Parish Council "Possessory Title" to the Land in question.
- b) By undertaking a further enquiry with the Highways Agency, arrange for them to establish a duplicate Deed of Title to the Land in question and then convey that land back to the Parish Council. This would give the Parish Council "Absolute Title" which would then be registered at the Land Registry. However, this process could take a very long time.

Significant discussion took place and it was concluded that the simpler option of seeking "Possessory Title" would be sufficient.

Agreed:

The Parish Council agrees to seek "Possessory Title" to the Land in the North East Corner of Memorial Playing Field by the establishment of the necessary "Statutory Declarations", using those declarations to register the Land into the name of the Parish Council at the Land Registry.

Proposed: Cllr. N.Campbell-White

Seconded: Cllr P.Caffyn

Vote for: 8 votes.

Vote against: 1 vote.

The question of using the services of John Steel, as opposed to undertaking this work ourselves, had been unilaterally answered by Cllr N.Campbell-White when it had been established that it was necessary to obtain "Statutory Declarations", which only the Parish Council's Solicitor can provide. Accordingly, John Steel was instructed to proceed by Cllr. N.Campbell-White. John Steel's costs are likely to exceed the funds Budgeted for this issue.

Agreed:

The Parish Council agrees to the use of John Steel, of Blake Laphorn Tarlo Lyons, in undertaking the registration of Parish Council owned Land at the Land Registry. The cost of such work not to exceed £1,000-00, the shortfall of any monies which exceed the £500-00 already Budgeted to be paid out of reserves.

Proposed: Cllr. N.Campbell-White

Seconded: Cllr. P.Caffyn

Vote: Unanimous.

John Steel, of Blake Laphorn Tarlo Lyons, raised the question as to when "Compton Parish Council" changed its name to "Compton and Shawford Parish Council". This was pertinent as some of the Title Deeds refer to Compton Parish Council. Cllr. G.Beckett advised that such a change was made by a Parish Council vote in the period 1980 to 1983, when Badger Farm Parish Council was established by the transfer of land formerly part of this Parish.

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

Covered within Cllr. Richardson's report, Appendix "E".

e) Jubilee Pavilion – re-painting the exterior.

Covered within Cllr. Richardson's report, Appendix "E". Cllr. N.Campbell-White advised that the required quotations had been received, but the work will not be initiated until the Spring of 2008.

f) Risk Assessment

Cllr. Richardson presented draft "Risk Control sheets" which should be used for the recording of visual inspection of all of the Parish Council Assets. Currently, with the exception of the Children's Play Equipment, no "Risk Assessment" of any Parish Council

Asset is undertaken by the Parish Council. CASCA undertake a Risk Assessment of the Parish Hall and its contents, and it was considered appropriate that a similar "Risk Assessment" should be undertaken on other Parish Council Assets, such as the Jubilee Pavilion etc. Such a "Risk Assessment" would only be a recorded visual check on an annual basis to show that the Parish Council have checked such matters. It was intended that such "Risk Assessments" would be undertaken by the various relevant Convenors of the Committees.

Cllr. G.Beckett disagreed with undertaking this activity as such assessments would have to be undertaken by un-qualified persons. Additionally, the Parish Council's insurance covers the Parish Council against Public Liability. Assuming that if an issue is reported to the Parish Council, and the Parish Council immediately addresses that issue, then the Parish Council cannot be accused of negligence and any claims against the Parish Council will be settled by the Insurance Company.

This matter will be deferred until the next Parish Council meeting.

Action:

Cllr. J.Richardson to obtain further guidance on the responsibilities of the Parish Council in respect of Risk Assessment.

12. 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".

b) Enforcement – old Southdown School.

Register of Interest.

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

Cllr. A.Walmsley advised that it was difficult to raise an objection as there was only an increase of one bedroom in the development.

Cllr. P.Caffyn raised a number of concerns as follows:

- The development will result in increased Traffic using the junction with Shepherds Lane.
- The utilities for the development pass under Shepherds Down School.
- The Drains for the new development share the same drains as for Shepherds Down School. This issue is currently under investigation.

Agreed:

The Parish Council will "Comment", not "Object", on the Development at Southdown School to the effect that the development will result in additional traffic using the Junction with Shepherds Lane and work on making that Junction safer is necessary.

c) LDF Consultation.

Reference to this consultation had been made above and further reporting will be made at the next meeting.

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

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

- It appears that cars have been driving over the Grass at Memorial Playing Field and it is hoped that not too much damage had been caused.
- There was nothing else to report.

Cllr A.Walmsley advised that questions had been raised in the Parish Plan Project, as to why a greater amount of money had been spent on the Play Equipment at Memorial Playing Field than had been spent at the Compton Street Play area. This was considered important as there were far more potential users of Compton Street than Memorial Playing Field. Cllr. M.Shaw advised that there was no spare space at Compton Street to put in additional Play Equipment as the local youths still wanted to retain their Football Pitch.

14. Parish Hall.

(a) Report from our rep on CASCA Management.
Cllr. J.Millar's report is as per Appendix "J".

The issue of CASCA issuing an Invoice to the Parish Council for the £1,000-00 contribution to the Sinking Fund was raised. In view of the changes to the minutes of the Parish Council meeting held 4th December 2007 – see item 3 above – CASCA will not, contrary to Cllr. Millar's report Appendix "J", raise the invoice for £1,000-00 contribution to the Sinking Fund from the Parish Council for the 2007/2008 Financial Year. The question as to whether CASCA would put in a compensating amount to the Sinking Fund was not answered.

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

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

a) Notice Boards

The new Notice Board has been delivered and an invoice received. Confirmation that it may be installed on land opposite the church is being sought. Upon receipt of this confirmation, installation will take place and the old Notice Board at the Junction of Compton Street and the Main Road will be removed.

b) Car Parking in Shawford Village.

The results of the survey into the wishes of residents in Shawford are still awaited. No further action can be taken until those results are known.

c) Encroaching Vegetation.

Nothing to report.

d) Faecal matters

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

e) Shepherds Lane resurfacing – contribution.

Cllr. N.Campbell-White requested that this matter be placed on the agenda and he made the following comments:-

- The part of shepherds Lane in question is that part from the entrance to Shepherds Down School up to the cross roads where Field Way goes off to the right.
- This piece of road has always been a contentious issue in that some say it is not a private road and Hampshire County Council should maintain it.
- Hampshire County Council now say that it is not their responsibility to maintain.
- Shepherds Lane Householders Association have determined that they will undertake the resurfacing, the cost of which will be borne by only some of the residents who wish to contribute.
- As this piece of road has been such a problem to the Parish Council, Cllr Campbell-White thought it appropriate that the Parish Council may wish to make a contribution towards the resurfacing.

Cllr. G.Beckett disagreed with the proposal as it was deemed to be a matter of principle. The Parish Council is not a Highways Authority. If the Parish Council made a contribution towards the resurfacing of Shepherds Lane, then that would set a precedent for other resurfacing work on other private roads within the Parish.

Agreed:

The Parish Council will not make any contribution towards the resurfacing of Shepherds Lane.

Vote: By a show of hands, Unanimous.

Cllr. P.Caffyn advised the meeting that the road signage for Bridge Terrace had now been put in place.

Cllr. P.Caffyn advised that she had had further discussions on the Street Lighting PFI. These discussions had raised further questions, the details of which are yet to be finalised. However, the PFI initiative is due to commence in October 2009 and therefore the Parish Council needs to determine what it wants by October 2008. It is therefore

necessary for all the details of this issue to be documented and given to the new Parish Council subsequent to the May 2008 elections for them to decide.

16. Parish Plan – progress update.

Cllr Adrian Walmsley advised that currently the results of the questionnaire are being evaluated.

17. Annual Parish Assembly.

Cllr. A.Walmsley placed this issue on the Agenda so that the question of a Guest Speaker at the Parish Assembly could be addressed. Some initial suggestions were made as follows:-

- Mr. Peter Betts – Parish Plan Project
- Mr. David Ball – Shawford Down.
- Somebody from HALC to speak on the question of “Quality Status” of Parish Councils. Cllr. G.Beckett considered this to be an important issue for the future and thought from local residents may be helpful.

Members were requested to give this subject some thought before the next Parish Council Meeting.

18. Date of Next Meeting.

Tuesday, 5th February 2008 – to be held in the Scout Hut, Martins Fields.

Compton and Shawford Parish Council

Minutes of the Compton and Shawford PARISH COUNCIL MEETING held on Tuesday 5th February 2008 in the Reeves Scout Hut, Martins Fields, Compton, 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.

In attendance: County Councillor Charlotte Bailey
Police Constable Trainer
18 Members of the Public.

Councillor A.Walmsley (Chairman) welcomed everybody to the meeting, which was exceptionally being held in the Reeves Scout Hut in order to attract more attendees from Compton Village. Cllr. Walmsley outlined the procedures for Parish Council meetings. Members of the Public expressed their appreciation for the meeting to be held in Compton Village and hoped that more such meetings will be held in Compton Village.

1. Correspondence circulated to all members for their response.
The correspondence file containing the correspondence for the month of January 2008 was circulated
2. Apologies for absence. Cllr. Mr. G.Beckett,
Cllr. Mr. T.Threlfall
District Councillor Eleanor Bell
3. Minutes - To approve the minutes of the meeting held on 8th January 2008 (as circulated)
Cllr. J.Dolphin referenced the "Agreed Point" on page 4 and stated that it was not a "Unanimous" decision, but there was one abstention and "8 votes for" the motion. This was accepted and the Minutes were changed.

Agreed:

The Parish Council agreed that the Minutes of the meeting held 8th January 2008, with the change referred to above, were a true record of that meeting.

Proposed:- Cllr. P.Caffyn

Seconded:- Cllr. N.Campbell-White

Vote:- Unanimous

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

Matters Arising:- No matters raised.

Outstanding Action Points:- A brief review of the Outstanding action points revealed resulted in the following:-

ID762 – Item is still outstanding. It was asked as to how often the "Green Bins" in which Dog Faeces can be deposited, are emptied. Nobody in attendance knew the answer.

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 Susen Harding asked for a list of Parish Councillors names, addresses and telephone numbers to be made available to the Public.

Cllr. A.Walmsley advised that such information is published in the Parish Magazine subsequent to the "Annual Parish Council Meeting" in June each year. In May 2008, the Parish Council is due for re-election and full details of the new Parish Council will be published in the June issue of the Parish Magazine. In addition such details are available on the Parish Council WEB site.

Mrs Muriel Wilmshurst referenced the piece of land opposite the Church between Compton Street and Church Field, and stated that there is an unsightly Drum there which needs to be removed.

Cllr. N.Campbell-White advised that as a result of establishing that the land in question is the responsibility of the Parochial Church Council, he is intending to negotiate with them the general tidying of that piece of land, including the removal of the unsightly drum.

Action:

Cllr N.Campbell-White to negotiate with the Parochial Church Council the tidying of the piece of Land between Compton Street and Church Field, opposite the Church, including the removal of the unsightly drum.

Mr. Andrew Witt Raised the issue of car parking and the resultant congestion in Atwoods Drove at the Bus Stop. This issue continues to be a significant problem.

County Councillor Charlotte Bailey advised the following:

- Yellow Lines could be established, but a more “friendly approach” was sought.
- White Lines, which are not enforceable, were agreed upon whereby it was hoped that such parking restrictions would be respected, especially when the Bus is due at the Bus Stop.
- This course of action was agreed to after discussion with local residents.
- Notices concerning car parking at the Bus Stop could be put up in the Bus Stop.

Police Constable Trainer advised that even Yellow Lines cannot be enforced by the Police, any enforcement action can only be undertaken by Traffic Wardens. The Police can only take action if there is an “obstruction” caused by bad parking. The matter will be looked into by the PCSO’s who will attend the location on a Saturday when the Bus arrives/departs the Bus Stop. Saturday being the most critical time.

It was reported that two street lights, one in Martins Fields and one in Atwoods Drove, are not working, and had not been working for some time.

Cllr. A.Walmsley advised that he had been in touch with Hampshire County Council concerning the Street Light in Martins Fields and that it would be rectified within eight working days. The Parish Council was unaware of the problem in Attwoods Drove, however the matter will now be resolved.

Action:

County Councillor Charlotte Bailey to arrange for the Street Light which is not working in Attwoods Drove, to be rectified at the same time as rectification of the Street Light in Martins Field is undertaken.

The issue of Horses fouling the footpaths was raised and it was clearly stated that it was horses from Coxcroft Farm Livery Stables that were the culprits. Wire Fences and “finger posts” had been broken to enable the horses to access the Footpaths.

Cllr. P.Caffyn advised Maps of the footpaths together with letters had been sent to all appropriate Livery Stables, requesting that Horses and their riders do not use the Footpaths with the resulting fouling of the Footpaths. Alternative suggestions had been made but no response received.

Action:

Cllr. P.Caffyn to pursue the continuing problem of Horses fouling the Footpaths.

The Meeting will be re-opened.

5. Police Report.

Police Constable Trainer reported upon crimes within the Parish since the last meeting, these were as follows:-

- One theft of a Tractor.
- One incident of damage to a motor vehicle
- One deception reported.
- One theft of a motor vehicle.

With regard to the Murder in Brambridge, Constable Trainer advised that the investigation continues, but the local police are now back on local duties.

A resident raised the matter of door to door salesmen knocking on doors in the Parish. Recently, a person claiming to be deaf and dumb, who was knocking on doors, was subsequently seen using a mobile phone which was considered suspicious. Constable Trainer advised that such issues should be immediately reported to the Police using the 101 or 0845 telephone numbers and the Police would then be able to look into the matter.

6. District Councillor's Report.

District Councillor E.Bell was not in attendance, but had submitted a written report which is as per Appendix "B".

Within her report, District Councillor Bell reported on the following:

- Winchester City Council Local Development Plan
- Southampton Airport – Environment Scrutiny Panel
- Winchester City Council Planning Enforcement Informal Scrutiny Group
- Planning Matters – covering Lundy, Otterbourne Road, Old Orchard, Compton Street and Four Dell Farm.

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

7. County Councillor's Report.

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

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

- Southern Water Land Sale
 - Covered under item 11 c) below.
- Martins Fields Street Light
 - The non-working Light in Attwoods Drove will be reported.
- Shawford Post Office – closure
 - Continuing operation cannot be justified due to the very little usage.
- Road Sign at Shepherds Lane
 - Winchester City Council will replace the road signs.
- Winchester Action on Climate Change
- The Discovery Centre
- ACSO and PCSO
- Four Dell Farm – Planning Appeal.

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 "D".

There were no matters arising.

9. Transport Matters

There were no matters raised.

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

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

a) Parish Accounts - Cheques for payment

The state of the Parish Council accounts 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) Sports Club Lease Renewal – Rent review/Sinking Fund

A letter from the Sports Club, agreeing to the Parish Council's proposals regarding the Lease/Contribution/Rent is still awaited.

Action:

The Clerk to "chase" the Sports Club for a formal response to the Parish Council's letter dated 7th November 2007 concerning the Lease/Contribution/Rent.

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

Cllr. N.Campbell-White advised that Mr. John Steel had assembled all the paperwork, with the exception of two matters, and is ready to submit to the Land Registry. The two outstanding items are as follows:-

1. The required "Statutory Declarations" have yet to be signed by Cllr. N.Campbell-White on behalf of the Parish Council. This will be attended to by Cllr. Campbell-White.
2. Proof of the change of name of "Compton Parish Council" to "Compton and Shawford Parish Council" has yet to be obtained. The records covering this name

change are held by the Hampshire Records Office, Winchester, and due to refurbishment work at the Records Office, it is currently not possible to visit the Records Office and extract the relevant documents. However, Cllr Campbell-White is in correspondence with the Records office who are being requested to extract the relevant documents on behalf of the Parish Council.

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

Cllr. J.Richardson advised that no progress on this issue had been made, although a full set of the ordinary keys is available.

e) Risk Assessment

Further investigations on this subject have resulted in some guidance being provided by Mr. Jeff Wickens, the "Risk Assessment advisor to HALC. In essence, this advice indicates that the Parish Council has a duty under Health and Safety laws, to undertake some form of "Risk Assessment" on its Assets and not leave the matter to Public Liability Insurance. In addition, Mr. Wickens advises some form of training for the Councillors involved in this subject, but it was considered that the proposed training was far too onerous for a Small Parish Council such as Compton and Shawford Parish Council.

Action:

Cllr. J.Richardson to convene a Finance and Administration Committee meeting to discuss the Parish Council's responsibilities in respect of "Risk Assessment" and subsequently make recommendations to the Full Parish Council.

f) Open Space Fund.

Resultant from a recent letter received from Mr. Stuart Dunbar-Dempsey, it had been feared that the Parish Council could lose the monies held Winchester City Council in the Open Spaces Fund on behalf of Compton and Shawford Parish Council. Subsequent discussions with Mr. Dunbar-Dempsey indicate that it is unlikely that such monies will be lost, even when the new Planning Procedures are instigated.

With the development of a "Parish Plan" and "Village Design Statement", it is hoped that a suitable use for this money can be identified. The current Parish Council Policy Statement covering the use of the Open Space Fund may have to be modified in the light of the Parish Plan/Village Design Statement together with the requirements of the new Local Development Framework document.

Cllr. M.Shaw raised the possibility of using some of the Open Space Fund for upgrading/replacing the Cradle Swings in the Children's Play Area at both memorial Playing Fields and Compton Street Play area. Cllr. P.Caffyn expressed her support for Cllr. Shaw on this subject.

Cllr. N.Campbell-White considered that the purchase of land at Sparrowgrove/Oakwood Copse would be a suitable use of some of the Open Space Fund.

11. Planning Committee. - Convenor's report.

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

Cllr. Walmsley advised that the Planning Committee had met recently and discussed various Planning Applications, the most significant being as follows:

- Old Orchard, Compton Street, - the Parish Council will object to this Planning Application.
- Lundy, Otterbourne Road, - the Parish Council will object to this Planning Application.
- Keld, Hurdle Way, - it appears that the original planning application covered a Garage situated on Land that had not been acquired by the developer. Accordingly, a revised plan places the Garage on a corner of the plot, access to which is on the corner of Hurdle Way and is considered dangerous. Accordingly, the Parish Council will object to this Planning Application for a Garage.

a) Applications and decisions.

Planning Applications and Decisions for the month of January 2008 are as per Appendix "H".

b) LDF Consultation.

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

c) Sale of Land by Southern Water.

Cllr J. Dolphin outlined the main points of this issue as follows:-

- With the proposed sale by Southern Water of Sparrowgrove/Oakwood Copse, a "Working Group" of Residents had been formed to pursue the possible Community Purchase of the Land in question.
- A Public Meeting had been held on the 5th February 2008, a report of that meeting is as per Appendix "I".
- The deadline for submitting "bid" for the purchase of the Land has been set at 18th February 2008.
- In order to gauge the interest of residents in acquiring this land as a Community Asset, in both Compton and Shawford as well as Otterbourne, a "flyer" , see Appendix "J", has been distributed to every household within the two Parishes. This outlines the "Working Group's" intentions.
- Funding of this issue is of urgency and such funding can be broken down into two parts, approximately £85,000 for the Capital purchase and approximately £4,500 for the annual maintenance thereafter.
- Possible use of the Open Space Fund has been discounted in the short term as it is anticipated that agreement for such use could take a long time, if at all.
- The Parish Council is asked to support the initiative of the "Working Group" and to sign the draft letter to Southern Water requesting that Southern Water look favourably upon the proposal of a Community Purchase of the Land in question. See Appendix "K".

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

- Members were un-comfortable with committing this and future Parish Councils to an annual Maintenance cost covering such a small piece of Land which is not wholly within the Parish. However, it was clarified that only a contribution towards the overall maintenance would be entertained.
- Whilst it was accepted that the Parish Council were not being asked to contribute 50% of the total Capital Cost, a contribution could be entertained, such a contribution being paid out of reserves. However, the establishment of actual figures would be necessary before any decision could be made.
- Use of the Open Space Fund should not be ruled out and if use of that fund was permitted, then the Contribution from the Parish Council could be far greater.
- It was pointed out that Sparrowgrove/Oakwood Copse could never be self supporting in the same way as other facilities within the Parish are.
- **Someone said** the benefit to the Parish would be limited to a relatively small section of the Community.
- If the Land is not purchased by the Community, then it is likely that it will be purchased by a few individuals which could result in the Community at large losing access to the woodlands.
- Cllr. Dolphin advised that the "Working Group" needed a clear statement from the Parish Council as to its support, or otherwise, for this venture.
- The Parish Council, whilst being cautious about committing future Parish Councils to expenditure, would be prepared to contribute a yet in-determinate sum for the Capital Purchase and an in-determinate sum for an annual ongoing maintenance of the Land in question.
- The Parish Council supports the initiative of the Working Group, without commitment to the financial aspects.

Agreed:

The Parish Council supports the initiative of the "Working Group", without financial commitment, in the proposal to purchase Sparrowgrove/Oakwood Copse as a Community Asset. Accordingly, the Parish Council will sign and send the draft Letter as per Appendix "K".

Vote: By a show of hands – Unanimous.

Action:

Cllr. J. Richardson to convene a meeting of the Finance and Administration Committee to discuss the Parish Council's possible contribution towards both the Capital and

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

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

- Further damage to the grass verge at the edge of Memorial Playing Field had been caused by cars driving on the grass. Mr. Jim Kimber will be asked to roll the grass in an attempt to rectify the matter.
- The "Cradle Swings" in the Children's Play Areas need refurbishment/replacement. The Company which provided the play equipment will be requested to give an assessment of the existing equipment and make recommendations as to the refurbishment/replacement.
- Requests for the provision of a "Sea Saw" play facility at Compton Street had to be discounted due to the lack of space within the overall Compton Street Play Area. The Football Pitch is wanted by the children of the Village, therefore there is no room for additional pieces of Play Equipment such as a "sea Saw".
- The concrete waste bin holder seems to be continually moved around the Compton Street Play Area. It was considered that this is a Health and Safety issue and is an accident just waiting to happen – **an action point was created to clear..**

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:-

- John Griffith, Chairman of CASCA, is currently away.
- The Treasurer at the last CASCA Management meeting was not in attendance.
- The question of CASCA putting the Parish Council's £1,000 into the Sinking Fund is being pursued.
- The Post Office is to close.
- Compton School want keys to the Parish Hall so that the Parish Hall can be used if there is an emergency evacuation of the School Buildings.
- In respect of Maintenance, agreements have been made with at suitable Electrician an a suitable Plumber.

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

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

a) Street Lighting

Covered within Cllr. Caffyn's report, Appendix "L", and within item 4 above. Additionally, the following points were made:-

- The Street light in Martins Fields was being replace at a cost of £300, which seemed remarkably cheap.
- The proposes PFI would result in a far higher cost and should be avoided. However, details of this PFI will not be known until October 2008.
- Mrs. Pat Morrison has stated that more street lighting is required at the end of Attwoods Drove, this is not necessarily accepted by all residents.

b) Faecal matters

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

c) Car Parking in Shawford Village.

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

- The Bridge Hotel is to stop all car parking by Commuters within their car park.
- Car Parking at the bottom of Shawford Down is to be increased, se Appendix "L".
- Cllr. J.Dolphin suggested that resultant from the success of Shawford Rail User Group (SHRUG), there may be some benefit in getting SHRUG to attend the Parish Council meeting when Mr. David Ball from Countryside Services, Hampshire County Council, gives his presentation on the Management of Shawford Down. This may then lead to Countryside Services and Shrug working together in reducing the problem of Car Parking in Shawford and bring some pressure to bear on Network Rail to address the issue.

Action:

Cllr J.Dolphin to arrange for a representative from SHRUG to attend the March 2008 Parish Council meeting in order to initiate SHRUG working more closely with the Countryside Services on the question of Car Parking in Shawford.

d) Notice Boards

The new Noticeboard has been installed in Compton Street. It has been requested that the School be given a key to this Noticeboard. The Lock on the new Noticeboard requires a different Key to that of all other Noticeboards.

Action:

The Clerk to change the lock on the New Noticeboard in Compton Street so that the same key that opens all other Noticeboards, also opens the new Noticeboard.

Some discussion took place on the question of installing another new Noticeboard in Otterbourne Road, for the benefit of the new development in the Tilden Road area. The siting of such a new Noticeboard could not be determined. Suggestions for placing a Noticeboard in a Bus Shelter were discounted due to the potential for vandalism.

e) Annual Spring Clean

The returned Questionnaire from the Parish Plan Project indicates a strong support for undertaking an Annual Spring Clean. Many responders indicate that they would take part in a Spring Clean.

Action:

Cllr. P.Caffyn to make arrangements to hold the Annual Spring Clean during the week commencing 21st April 2008.

f) Road Signage review.

Cllr. J.Dolphin raised this matter as he was concerned about the increasing number of signs and road signs appearing within the Parish. The main points discussed were as follows:-

- Other Parishes are known to have undertaken a "Road Sign Review".
- The Parish Council are considered not competent to undertake such a review, experts in highways would be required.
- It was generally considered that Compton and Shawford was not necessarily overpopulated with road signs.
- Apart from the road sign concerning Tilden Road, it was considered that no further action was necessary.

Action:

Cllr. P.Caffyn to arrange for the road sign to be reassessed so that Tilden Road can be more easily identified.

15. Parish Plan – progress update.

Cllr. A.Walmsley advised that the first pass in analysing the answers to the Questionnaires is currently being undertaken , with results being available by 18th February 2008. The final draft of the Answers will be available in time for the Annual Parish Assembly.

16. Annual Parish Assembly.

a) Guest Speaker.

At the Last Parish Council meeting, it was suggested that either Mr Peter Betts, Parish Plan Project, or someone from HALC to speak on Parish Council Quality Status, could be asked to be the Guest Speaker at the Annual Parish Assembly. There were, and have been, no other suggestions.

It was generally considered that a speaker on Parish Council Quality Status was not appropriate so close to the election of a new Council.

Accordingly, the subject was deferred until the next Parish Council meeting.

b) Annual Report Document

As this Parish Council is due for Elections in May 2008, it was concluded that it would be appropriate to produce an Annual Report for the Annual Parish Assembly, this being the last Annual Report for this Parish Council.

Agreed:

The Parish Council will produce an Annual Report for the Annual Parish Assembly in April 2008 and Cllr. A.Walmsley will co-ordinate the preparation and printing of the

Annual Report.

Vote: By a show of hands – Unanimous.

Action:

All Convenors of Committees to prepare and submit their reports for the Annual Report to Cllr Adrian Walmsley by the beginning of March 2008.

17. Parish Council Elections: information for new candidates.

The Chairman, Cllr. A.Walmsley, referenced the fact that this Parish Council is due for re-election in May 2008. Nomination Papers have to be submitted to the Electoral Registration Officer, Winchester City Council, by the 4th April 2008.

In order to attract new Councillors, an article will be published in the Parish Magazine, indicating the duties of a Parish Councillor. The information for this will be extracted from the WEB together with guidance from Winchester City Council.

18. Date of Next Meeting.

4th March 2008

Compton and Shawford Parish Council

Minutes of the Compton and Shawford PARISH COUNCIL MEETING held on Tuesday 4th March 2008 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 (arrived late), Mr. J.Dolphin Mrs. J.Millar, Mrs. M.Shaw, Mr. T.Threfall.

In attendance: County Councillor Charlotte Bailey
District Councillor Eleanor Bell
Police Constable Trainer
6 Members of the Public.
Mr. David Ball – Hampshire Countryside Services.

1. **Correspondence** circulated to all members for their response.
The correspondence file containing the correspondence for the month of February 2008 was circulated
2. **Apologies for absence.**
Cllr. J.Richardson
3. **Minutes - To approve the minutes of the meeting held on 5th February 2008 (as circulated)**
Cllr. J.Dolphin referenced page 5, 11c), twelfth bullet point and requested that this should be preceded by the words "Someone said". This change was accepted.

Cllr. J.Dolphin reference page 6, item 12, final bullet point and requested that the words "– an action point was created to clear." – be added. This change was accepted.

Agreed:

The Parish Council agreed that the Minutes of the meeting held 5th February, with the changes referred to above, were a true record of that meeting.

Proposed:- Cllr. J.Dolphin

Seconded:- Cllr. P.Caffyn

Vote:- 6 votes for

Abstentions:- 2 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:- Outstanding "Action Points" as a result of this meeting are as per Appendix "A".

5. **Shawford Down Management Plan – Presentation given by Mr. David Ball, Hampshire Countryside Services.**

Mr. David Ball, Hampshire County Council, Countryside Services, gave a brief presentation of work to-date in managing Shawford Down.

Mr. Ball submitted a map of Shawford Down with areas marked thereon indicating areas of recent activities, see Appendix "B".

- Yellow area shows where scrub clearance has been undertaken.
- Blue area shows where the fencing has been maintained.
- Orange area indicates the refurbished footpath.
- Green area shows the car-parking for the Malms.

Mr. Ball advised that use of the car-park at the bottom of the Down by people using the Railway Station has been limited by the installation of "Dragons Teeth". Cars were being parked on the grass area, which caused significant damage to the ground surface. However, it may be possible in future to instigate some car-parking if there was some money available, but this is unlikely this coming year.

Additionally, any additional car-parking that is provided would necessarily require the instigation of some form of "charging" in order to recoup costs.

Mr. Ball advised there are currently three Highland Cattle grazing the Down, with two more due to arrive later this month. A further three Highland Cattle are due to arrive later in the year, making a total of eight.

Cllr. J.Millar requested that some work be undertaken on the footpath from the "kissing gate" at the end of Southdown Road at the top of the Down, some complaints had been received on the state of this path. Mr. Ball responded by advising that due to the shortage of funds, such work would be difficult. However, the cost of such work would be referred to the Southdown Residents Association for a possible contribution from them.

Cllr. P.Caffyn asked whether further areas of scrub are to be cleared in the coming year. Mr. Ball responded by advising that more scrub clearance is planned, but currently there is a staff shortage to undertake this work.

It was questioned whether the current use of Highland Cattle to graze the Down was cost effective. Mr. Ball replied that it is already proving to be cost effective.

The Meeting will be closed

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

Car Parking in Shawford Village.

Significant discussion took place on the matter of Car Parking in Shawford Village and at the bottom of Shawford Down. The main points were as follows:-

- Significant problems are being experienced in Shawford Village due to people parking there cars free of charge and using the Railway Station, a lot of such users being Commuters travelling from Shawford to London.
- Some have said that people wishing to use the Down are unable to park their cars due to Commuters taking up all the Car Parking spaces.
- The possible increase in Car Parking spaces at the bottom of the Down suggested by Hampshire County Council, Countryside Services, would be for approximately 20 cars and such spaces would have to be charged for.
- In order to obtain any assistance from South West Trains, a minimum of 50 car parking spaces should be considered. If land was made available for the creation of additional Car-Parking for 50 or more cars, then it was understood that Southwest Trains may be willing to assist with the Costs
- Previous proposals to develop a Children's Play Area together with additional Car Parking at the bottom of the Down were thrown out by the local Residents, however, perhaps this needs to be re-examined in the light of current circumstances.
- Hampshire County Council, Countryside Services, would be receptive to any proposals put forward by the Parish Council.
- SHRUG are keen to see a resolution to this issue, failure to resolve the matter may result in a reduction in the service into/out of Shawford Railway Station.
- It was questioned whether it was desired to make additional Car Parking available, especially free Car Parking, as such parking would only attract additional cars and ultimately cause the problem to persist.

Planning

Mr. John Griffith raised the matter of the recent planning applications in respect of "Greenmead Cottages" and "Mariners" and asked what the Parish Council's position was on these two applications.

Cllr. A.Walmsley responded by advising the following:-

- These two applications are significantly different.
- Whilst they are both "back-land" developments, it has to be accepted that some development of this type will take place.
- In the case of "Mariners", the scale and character, together with nearness to the boundary and access would be the only grounds for objection.
- In the case of "Greenmead Cottages", the principle has been accepted and therefore it is difficult to establish reasons to object.

Shepherds Lane Resurfacing.

At the Parish Council meeting held on the 8th January 2008, the Parish Council agreed that it would not contribute towards the resurfacing of Shepherds Lane, such a decision being based upon the fact that the Parish Council is not a "Highways Authority" and is therefore not responsible for the maintenance of roads, both private and public, within the Parish. Subsequently a letter has been received from Mr. Paul Murray, Chairman of Shapherds Lane Householders Association, requesting that the Parish Council, as property owner of property that at one time fronted Shepherds Lane, contributes £300-00 towards the resurfacing of Shepherds Lane, in the same manner and for the same reasons that other Property owners fronting Shepherds Lane are being requested. This matter is further considered under section 11 h) below.

The Meeting will be re-opened.

6. Police Report.

Police Constable Trainer reported that it had been very quiet during the preceding month, there being only three incidents reported, one of cloning a Credit Card, one of car-parking outside the School in Compton Street and one of youths congregating. The issue of Car-parking outside the School is a difficult one to resolve as the police have no powers to prevent such car-parking, unless such parking is causing an obstruction.

7. District Councillor's Report.

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

- Winchester Town Access Plan
- Proposed changes to Parking Payment Systems in Winchester.
- Southern Water sale of Land at Sparrowgrove/Oakwood Copse
- WCC Local Development plan
- Built Sports Facilities in Winchester
- Winchester Action on Climate Change
- Planning – Old Orchard.

District Councillor G.Beckett had not submitted a written report, but reported orally on the following:-

- There had been approximately 2000 responses to the Winchester Local Development Framework consultation.
 - These responses will be evaluated during the next few months.
 - A resultant "paper" will be issued to Parish Councils at the end of the Summer.
- Tree Preservation Orders had been placed upon trees in Oakwood Copse and Sparrowgrove Copse.
- Winchester City Council Budgets have been agreed for the Financial year 2008/2009 which have resulted in a below inflation increase but at the same time retain existing levels of service.
- A half million pound contribution, **over 10 years**, towards the maintenance of the Hockley Viaduct has been agreed and the Parish Council will be kept informed of all maintenance/refurbishment works.

8. County Councillor's Report.

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

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

- Sparrowgrove Copse and Oakwood Copse – Pledges.
- Yew Tree Farm and Bushfield Farm tenancies.
- Definitive Maps
- Hampshire County Council Budget increases of 4.5%
- Discovery Centre success
- National Year of Reading.

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

Cllr. T.Threlfall's report is as per Appendix "E". There were no matters arising.

10. Transport Matters

There were no matters raised apart from further discussions on the question of Car-parking in Shawford Village. Cllr J.Dolphin advised that the SHRUG Representative had been unable to attend the meeting and reported that SHRUG had met with South West Trains to discuss the problems of car parking. South West Trains suggested two possible solutions to the car parking problems, 1) knock down the cottage next to the Railway Station and make the area into a Car Park, or 2) reduce the train service into/out of Shawford Station. However, South West Trains advised that there is a fund for assisting in the development of Railway associated Car Parks, providing such developments allow for car parking spaces in excess of 50 cars. See section 15 c) below for actions.

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

Cllr. J.Richardson was not in attendance, but had submitted a written report which 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".

b) Sports Club Lease Renewal – Rent review/Sinking Fund

Covered within Cllr. Richardson's report, Appendix "F". As a result of the Sports Club agreeing to the proposed rent/contribution, the existing Lease with the Sports Club, together with the associated "Side Letters", needs to be reviewed and regularised.

Action:

The Clerk to review the Lease with the Sports Club, together with the associated "Side Letters", in order to regularise the terms of the Sports Club's rent/contribution in the light of the agreement documented in the Letter from the Sports Club dated 22 February 2008.

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

Covered within Cllr. Richardson's report, Appendix "F". Cllr. N.Campbell-White advised that John Steel did not necessarily agree to seeking just "Possessory Title" to the land in the North East corner of Memorial Playing Field and that the Parish Council should revert to the Highways Agency. However, notwithstanding this advice, John Steel has been instructed to progress with the Registration process at the Land Registry.

d) Sparrowgrove/Oakwood Copse

Motion:

"Compton and Shawford Parish Council pledges the sum of £10,000 from their entitlement to the Open Spaces Fund (Subject to approval by WCC) to the "Woodland Trust" towards the purchase of Sparrowgrove and Oakwood Copse. In the event that WCC do not approve the use of the OSF, then the Parish Council pledges the sum of £5,000. In either case, the Council shall be allowed to nominate a representative on the Board of Trustees."

Declaration of Interest

Cllr. J.Dolphin and Cllr. G.Beckett both declared a "non-prejudicial" interest in this subject.

An e-mail received from Mr. Stuart Dunbar-Dempsey, Winchester City Council dated 3rd March 2008, see Appendix ""1". As a result of this communication, it was accepted that the Open Space Fund cannot, at the present time, be used in the assistance of purchasing Sparrowgrove Copse and Oakwood Copse.

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

- Whilst the Open Space Fund cannot be used now, it may be used at a future date and future contributions to the Open Space Fund, contributed in approximately three years time, may be used. Accordingly, the Parish Council could contribute from reserves to the purchase of Sparrowgrove/Oakwood Copse and possibly recoup that contribution in two to three years time.

- Concerns were expressed over the maintenance of the woodlands subject to the purchased by the Trust. If the Parish Council is to make a contribution, then the Parish Council should seek some guarantees in respect of maintenance costs, management plans, continuing permanent public access, legal encumbrances etc.
- As Compton and Shawford Parish Council would only be one of numerous contributors and one of only two existing Public bodies involved in this proposal, it is essential that a full understanding is obtained of the other Public body's position on this matter, i.e., that of Otterbourne Parish Council. It is believed that ultimately responsibility for ongoing maintenance will fall, by default, to the two Parish Councils. In such circumstances, the possible costs to be apportioned to each Parish Council needs to be identified.
- The group who are endeavouring to purchase the woodlands have established themselves as a **Trust Company** with limited Liability. Additionally, this group are pursuing the possibility of being granted "Charity Status". This will assist in achieving the initial purchase costs, but it is accepted that the subsequent ongoing maintenance costs is a problem.
- It was questioned whether the Parish Council wished to be involved with the purchase of Land on the edge of the Parish and to take on the responsibility of "Managing" that Land. It was reiterated that with the advent of developments in that side of the Parish, then there is also a need for recreational areas in the same area.

Declaration of Interest

Cllr. J.Dolphin left the meeting so as not to be involved in further discussion and voting on this subject, due to his declared Interest.

In view of the above, the motion as published needed amendment and the following motion was agreed upon:-

Agreed:

Subject to :-

- 1) Completion of the Purchase
- 2) Being satisfied as to the legal status of the Trust
- 3) That there shall be Public access indefinitely
- 4) Being satisfied with the maintenance plan and the funding thereof
- 5) and the right to nominate a Parish Council Representative to the Management Board

Compton and Shawford Parish Council will make available £5,000-00 towards the Capital required for the purchase of Sparrowgrove Copse and Oakwood Copse.

Proposed:- Cllr. N.Campbell-White

Seconded:- Cllr J.Millar

Vote For:- 4 votes

Vote Against:- 2 votes

Abstention:- 1 vote.

e) Risk Assessment

Covered within Cllr. Richardson's report, Appendix "F". No further discussion ensued.

f) Location of the "Master Keys" to the Jubilee Pavilion

Covered within Cllr. Richardson's report, Appendix "F"

g) Jubilee Pavilion – Boiler Inspection

Covered within Cllr. Richardson's report, Appendix "F"

h) Shepherds Lane – resurfacing.

This issue was raised as a result of a letter received from Mr. Paul Murray, Chairman of Shepherds Lane Householders Association. (See section "Open to members of Public" above.)

It was determined that the Parish Council was being requested to contribute, not as a "Local Authority", but as a "Property Owner" that owned a property which fronted, at one time, the road in question. Accordingly, it was concluded that this request and the possibility of making a contribution, no way conflicted with the decision made at the Parish Council meeting held on the 8th January 2008.

Agreed:-

The Parish Council as Property owner whose property at one time fronted

Shepherds Lane and in particular that part of Shepherds Lane that requires re-surfacing, agrees to contribute £300-00 to the proposed resurfacing work. This Contribution is made on the clear understanding that the Parish Council is contributing as a Property Owner whose property "fronted" at one time the road in question and not as a Local Authority responsible for the Parish as a whole. This contribution is not to be construed as a precedent in respect of other similar requests from other areas of the Parish.

Voting was by a show of Hands

Votes For: 6 votes

Votes Against: 1 vote

Abstentions: 1 vote.

12. Planning Committee. - Convenor's report.

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

Cllr. Walmsley referenced two planning applications as follows:-

Mariners, Fairfield Road.

Erection of detached five bedroom dwelling with new access on land to the rear of Mariners.

- Development very close to boundary
- Character is out of keeping with surrounding properties.
- Scale and Mass overbearing.

The Parish Council determined that an objection will be raised.

Greenmead Cottage, Fairfield Road.

Detached five bed dwelling with detached garage on Land adjacent to Greenmead Cottage.

- The "footprint" of the development is the same as previous applications, albeit without a Garage.
- A subsequent application for a Garage would be deemed as "permitted development".

The Parish Council would raise a "Comment" on this application.

a) Applications and decisions.

Planning Applications and Decisions for the month of February 2008 are as per Appendix "k".

b) Sale of Land by Southern Water.

Covered under 11 d) above.

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

- a) Memorial Playing Field - i Proposed Hard Standing
ii Holes in Play Area
iii Grass verges

Cllr. M.Shaw advised that she had received quotations from Jim Kimber to undertake the above work, the details as follows:-

- i. Proposed Hard Standing - £500-00 plus VAT.
- ii. Repair holes in play Area - £75-00 plus VAT.
- iii. Repairs to grass verges and install Dragons Teeth – suggest 10 wooden post Dragons Teeth - £30-00 per post plus VAT.

As the Playing Field Management Committee have Budgeted funds to undertake this work, the work can proceed.

b) Compton Street Play Area – i Goal Nets

Cllr. J.Richardson and Cllr M.Shaw replaced one of the Goal Post nets which was held in stock since the Goal Posts were purchased.

ii Replacement swing seats

Cllr. M.Shaw had established that the cost of replacing the swing seats would be as follows:-

- 1) Cradle Swing seat - £141-00 plus VAT per seat.
- 2) Flat swing seat - £49-00 plus VAT per seat.

It was concluded by Cllr. Shaw that this is a matter for consideration at a future date.

iii Concrete Bin.

The concrete "bin holder" has now been moved outside of the play area and it will be taken away shortly.

14. Parish Hall. - Report from our rep on CASCA Management.

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

Cllr. Millar advised that the full CASCA Management Committee meeting Minutes are available.

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

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

a) Street Lighting

Covered within Cllr. Caffyn's report, Appendix "M". In addition, Cllr. Caffyn advised that details of the proposed PFI will be advised to the Parish council later in 2008.

b) Footpaths

New definitive maps, detailing the Footpaths within the Parish have been received from Hampshire County Council. These are held by Cllr P.Caffyn.

c) Car Parking in Shawford Village.

This matter was fully discussed during the session open to the Public. It was concluded that the following should be pursued:-

1. Establish if any land at the bottom of Shawford Down could be made available to create a new Car Park together with a Children's Play Area.

Action:

Cllr. P.Caffyn to write or e-mail to Countryside Services, Hampshire County Council, enquiring whether sufficient Land for a Car Park for up to 100 cars, together with a Children's Play area, can be made available to the Parish Council, by sale or by lease.

2. Dependent upon 1., above, investigate the options for funding the construction of a Car Park.
3. Dependant upon 1 and 2 above, investigate the options for instigating and managing the matter of "charges" for a Car Park at the bottom of Shawford Down.

The possibilities of Walcon Yard providing space for Car Parking were discounted as Walcon Yard have offered a "limited" amount of "secure Car Parking" and have not shown any interest in extending this.

d) Road Sign – Tilden Road

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

e) Annual Spring Clean

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

Shawford Down.

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

Fly Tipping

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

16. Parish Plan – progress update.

Cllr. A.Walmsly advised that the results of the Parish Plan Questionnaire will be published prior to the Annual Parish Assembly.

17. Annual Parish Assembly.

a) Guest Speaker.

Cllr. A.Walmsley suggested that Mr. Peter Betts should be asked to be the "Guest Speaker" and this was accepted without further discussion.

b) Annual Report Document

Cllr. A.Walmsley requested that Convenors submit their reports within the next two weeks in order to meet a distribution deadline of two weeks before the Annual Parish Assembly.

18. Parish Council Elections

Cllr. A.Walmsley advised that he had published an article in the Parish Magazine which was intended to attract new Candidates for election to the Parish Council, such Elections due to take place in May 2008.

Nomination papers will be available from the Clerk after 20th March 2008 and these have to be submitted to Winchester City Council, by appointment, between 27th March 2008 and 4th April 2008. It is suggested that each Candidate submits their own Nomination papers direct to Winchester City Council, thereby avoiding any errors.

19. Date of Next Meeting.

1st April 2008

Compton and Shawford Parish Council

Minutes of the Compton and Shawford PARISH COUNCIL MEETING held on Tuesday 1st April 2008 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: Police Constable Mark Smith
3 Members of the Public

1. **Correspondence** circulated to all members for their response.
The correspondence file containing the correspondence for the month of March 2008 was circulated.
2. **Apologies for absence.**
Cllr. J.Dolphin
Cllr. M.Shaw
District Councillor Eleanor Bell
3. **Minutes** - To approve the minutes of the meeting held on 4th March 2008 (as circulated)
Cllr. N.Campbell-White advised that the Minutes erroneously showed him as arriving late for the meeting, which was not the case. The words (arrived late) should be deleted.

Page 3, item 7, final bullet point – Cllr. N.Campbell-White requested that the words "over 10 years" be inserted resulting in the following:-

"A half million pound contribution, over 10 years, towards the maintenance of the Hockley Viaduct has been agreed and the Parish Council will be kept informed of all maintenance/refurbishment works."

Page 5. item 11d), penultimate bullet point – Cllr. N.Campbell-White requested that the word "Trust" be changed to "Company" resulting in the following:-

"The group who are endeavouring to purchase the woodlands have established themselves as a Company with limited Liability. Additionally, this group are pursuing the possibility of being granted "Charity Status". This will assist in achieving the initial purchase costs, but it is accepted that the subsequent ongoing maintenance costs is a problem."

Agreed:

The Parish Council agreed that the Minutes of the meeting held 4th March, with the changes referred to above, were a true record of that meeting.

Proposed:- Cllr. T.Threlfall

Seconded:- Cllr P.Caffyn.

Vote:- 6 votes for.

Abstentions:- 1 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:-

With regard to "Action Point" ID762 – putting up notices advising that the green bins can be used for dog faeces, it is understood that this is already happening. Accordingly, Cllr. A.Walmsley advised that notices would not be required and the outstanding action point would be deleted. However, the question of cleaning these bins had been raised by a resident as the bins were beginning to smell.

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 raised the question of the now empty premises where the Compton Shop, in Compton Street, used to operate and asked why these premises were not being rented out. Cllr. G.Beckett, as District Councillor, will investigate this matter and report back direct to Mrs. Clay.

Action:

Cllr. G.Beckett, in his capacity as District Councillor, to investigate the situation concerning the premises which used to be the Compton Shop, in Compton Street, and establish the reason for these not being rented out.

The Meeting will be re-opened.

6. Police Report.

Police Constable Mark Smith reported that there had been four offences in the Parish since the last Parish Council meeting. These consisted of 1 non-dwelling burglary, 1 theft of a bicycle, 1 assault and 1 incident of criminal damage.

During the month, PC Mark Smith had attended at the School in Compton Street when the School Children were arriving/leaving the School in order to discourage car parking. This had proven to be useful, however, when the police presence is not there, car parking is expected to revert to the previous situation and the ongoing problems will persist.

With regard to Car Parking in Shawford Village, parking tickets have been issued. There is no simple solution to this problem as the making available of more Parking Spaces will only serve to attract a greater number of cars to be parked by people wishing to use Shawford Station.

PC Mark Smith advised that there is a growing problem of Car Parking in Tilden Road as a result of the recent development there. This issue is being monitored.

It had been reported to the Police that somebody has been living in the woodland. Accordingly, the Police are keen to be advised of any strangers seen in the Parish.

With regard to the Murder in Otterbourne, PC Mark Smith advised that he was not in a position to report on this as it was being handled by a dedicated Police team who do not wish to publish their progress to-date.

7. District Councillor's Report.

District Councillor Eleanor Bell was not in attendance, but had submitted a written report which is as per Appendix "B".

Within her report, District Councillor Eleanor Bell reported on the following:-

- Open Space, Sports and Recreation Study
- Planning Matters:-
 - R & W site, Four Dell Farm
 - Old Orchard, Compton Street
 - Ballakitch, Highways Road

District Councillor George Beckett reported as follows:-

- **Planning – Ballakitch** - Contrary to District Councillor Eleanor Bells request for alternative names for the new development, Winchester City Council have not necessarily asked for alternative names to be put forward.
- **Planning – Old Orchard** – Winchester City Council had considered whether to invoke "emergency powers" whilst the matter of granting a "Listed Status" by English Heritage on the existing dwelling is progressed. As Winchester City Council are not in a position to undertake or influence the "Listed Status" issue, Winchester City Council had to determine whether the application for "Listed Status" would be successful. It was concluded that the application is likely to be un-successful and therefore in order to avoid any potential claims for compensation for delays by the developer, Winchester City Council could not use their "emergency powers" to delay determination.

- **Mountain Ash** – A dispute has arisen between the “Residents” and the “Tenants” of Mountain Ash concerning the costs and maintenance of the Communal Areas at the development.
- **Four Dell Farm** – There is a reported reluctance for compliance with the conditions imposed in respect of Planning Applications granted for the Grain Dryer. Cllr. Beckett advised that this matter is being dealt with and will be reported upon at a later date.
- **Affordable Housing** – Winchester City Council have exceeded their targets for the provision of “Affordable Housing”.
- **Empowerment** – Hazel Blears MP, Secretary of State, had published a white paper concerning “Empowerment” at “grass roots” level, but had failed to invite comment from Parish Councils.

Action:

Cllr. A.Walmsley to write to Hazel Blears MP, Secretary of State, raising the question of Parish Council involvement in “Empowerment” as per her White Paper.

8. County Councillor’s Report.

Cllr. Charlotte Bailey was not in attendance, but had submitted a written report which was received after the meeting. This report is as per Appendix “C”.

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

- Four Dell Farm Appeal
- Bushfield Camp ROW claim
- Housing
- Hampshire Archives and Local Study Centre
- SEEDA, SEERA and HCC
- Civil Enforcement
- Policy Change for Trade Waste at HWRCs.

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

Cllr. T.Threlfall reported that a request had been received from Polly White, Itchen Navigation Project, requesting volunteers to assist in various matters in connection with the Itchen Navigation. It was considered appropriate that an article to this effect should be Published in the Parish Magazine.

Action:

Cllr. T.Threlfall to draft an article for publication in the Parish Magazine concerning the call for volunteers to assist the “Itchen Navigation Project”.

10. Transport Matters

There were no matters reported.

11. 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) Sports Club Lease Renewal – Review of Lease

The Clerk advised that the review of the Sports Club Lease, together with the various “side letters”/“agreements”, as per the outstanding Action Point ID778, is still outstanding. This task will be undertaken when time allows.

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

John Steel, the Parish Council's Solicitor, is still investigating the Name Change covering when “Compton Parish Council” became “Compton and Shawford Parish Council”. Upon receipt of the necessary documents from Hampshire Records Office evidencing this name change, the application to Register the various parcels of Land will be submitted to the Land Registry.

d) Risk Assessment

This matter has yet to be undertaken.

e) Location of the “Master Keys” to the Jubilee Pavilion
Covered within Cllr J.Richardson’s report, Appendix “D”.

f) Jubilee Pavilion – Boiler Inspection
Covered within Cllr J.Richardson’s report, Appendix “D”. An invoice for this work is awaited.

g) Parish Council Records – deposit at Records Office.
Cllr. N.Campbell-White suggested that the Parish Council Records, prior to the appointment of the current Clerk, which are presently stored in the Parish Hall, be removed and deposited at the Hampshire Records Office. It is understood that the Hampshire Records Office will take in these records, sift through them and eliminate all un-necessary documents and retain the relevant important records. It is believed that location and retrieval of important historical documents can be more easily achieved if such documents are held by the Hampshire Records Office.

Agreed:
The Parish Council Records covering the period prior to the appointment of the current Clerk, which are presently held in the Parish Hall (six boxes), be removed and deposited with the Hampshire Records Office who will sift through them and eliminate/discard all un-necessary documents, retain all important and necessary documents and hold them at the Hampshire Records Office on behalf of the Parish Council.
Proposed: Cllr. N.Campbell-White
Seconded: Cllr. J.Richardson
Vote: Unanimous.

The Chairman, Cllr. A.Walmsley confirmed that Cllr. N.Campbell-White could sign the required “Agreement for the Custody of Records” on behalf of the Parish Council when depositing the relevant records.

12. 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 February 2008 are as per Appendix “H”.

In addition to his report, Cllr. Walmsley commented as follows:-

- Greenmead Cottage, Fairfield Road – goes to Committee on 3rd April 2008
- Kohaku, Cliff Way – application refused
- Lundy, Otterbourne Road – application refused

Cllr. G.Beckett commented that if Residents have Planning Reasons to object to the development at Greenmead Cottage, Fairfield Road, then such objections should be submitted to Winchester City Council. To-date, no such objections had been received.

b) Sale of Land by Southern Water.

This issue is covered within Cllr. J.Richardson’s report, Appendix “D”.

Cllr. G.Beckett observed that if the three private individuals undertake the initial purchase of the woodlands and subsequently do not accept the “conditions” attached to the proposed contribution from the Parish Council, then the ultimate maintenance of the woodland would not be transferred to the Parish Council.

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

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

a) Various works at Memorial playing Fields.

As a result of agreement made at the last Parish Council meeting, acceptance of the quotation from Jim Kimber had been sent. To-date the work specified in that quotation had not been commenced.

b) Rabbits on Memorial Playing Field – Letter from Lyn Brace.

A letter had been received by the Chairman, Cllr. A.Walmsley, from Mrs. Lyn Brace concerning the infestation of Rabbits on and around the Memorial Playing Field, see Appendix "I".

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

- This problem is also of concern to the Sports Club.
- Recent clearance of scrub behind the Equipment Storage shed has not eliminated the problem.
- The Rabbit infestation is currently the worst it has been for many years.
- Shooting the Rabbits is not a viable proposition.
- The re-emergence of Rabbit disease may eventually resolve the problem.
- There is no easy resolution to the problem

Action:

Cllr. A.Walmsley to respond to Lyn Brace's letter, requesting her to make suggestions as to how the problem of Rabbit infestation on the Memorial Playing Field can be resolved.

14. Parish Hall. - Report from our rep on CASCA Management.

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

- There had not been a CASCA Management meeting, the next being on the 7th April 2008.
- The CASCA Secretary, Mrs. B.Roberts, is leaving and the vacant position will be advertised in the Parish Magazine.

Cllr. A.Walmsley mentioned that in recent years, the Parish Plan project had lead the sale of tickets for the CASCA Christmas Party. As the Parish Plan Project will not be in existence shortly, CASCA need to look to another Group to lead this exercise.

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

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

a) Car Parking in Shawford Village.

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

- A meeting between the Parish Council and Countryside Services, Hampshire County Council is planned for the 18th April 2008 at which time the possibility of the Parish Council acquiring some land at the bottom of Shawford Down for the purpose of developing a Car Park together with a new Children's Play area, will be discussed.
- Should the Parish Council develop a Car Park at the bottom of Shawford Down, then a Car Parking "Permit Scheme" would have to be developed which could be policed by Winchester City Council. Without a suitable "Permit Scheme", the problem will only arise again when more people use Shawford Railway Station.
- The availability of current "Free Car Parking" for walkers using Shawford Down must continue.
- It was conceded that no agreement should be made without the full involvement of local residents.

b) Purchase/Lease of Land at bottom of Shawford Down

Covered under 15 a) above.

c) Annual Spring Clean

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

- The Posters will be put up shortly.
- Suitable collection points are being identified, these being the Parish Hall, outside the Play Area in Compton Street and the entrance to the Jubilee Pavilion.
- Winchester City Council will collect the filled Rubbish Bags.
- As approximately 100 respondents to the Parish Plan Questionnaire suggested that a Village Spring Clean was a good idea, it is hoped to arrange for at least 100 people to be involved in the Village Spring Clean.

16. Parish Plan – progress update.

A report from Dr. Peter Betts is as per Appendix “K”.

Cllr. A.Walmsley advised the meeting that the last meeting of the Parish Plan Project took place on 31st March 2008. The final draft of the Parish Plan is currently being prepared and will shortly go to the Printers. E-mail correspondence from Steve Lincoln, Winchester City Council, has been fully accounted for by the Parish Plan Project.

17. Annual Parish Assembly.

a) Annual Report Document

The draft “Annual Report” was circulated by Cllr. A.Walmsley and approved by all members present.

The Draft Agenda for the Annual Parish Assembly was approved by all members present.

Action:

Cllr. A.Walmsley to arrange for 625 copies of the Annual Report together with 625 copies of the Agenda to be printed and delivered in accordance with the Procedure Document, Appendix “L”.

Distribution of the Annual Report and Agenda will be in accordance with the Procedures Document, Appendix “L”.

b) Procedures

The Procedures to be adopted for the Annual Parish Assembly will be as per Appendix “L”.

Mrs. Olsen, W.I., has confirmed to Cllr. A.Walmsley that the W.I. will undertake the refreshments at the Annual Parish Assembly.

Action:

The Clerk to write to Police Inspector Steve France-Sergeant, requesting that the Police attend and report to the Annual Parish Assembly on the 23rd April 2008.

18. Parish Council Elections

The Chairman, Cllr. A Walmsley, observed that the Parish Council is due for re-election on the 1st May 2008. Nomination Papers have to be submitted to Winchester City Council by noon on Friday 4th April 2008.

AOB

1. Cllr. J.Richardson stated that some “hardcore” is required to be put on the ground at the gate to Shawford Down, at the bottom of the Down. The ground there is excessively muddy.
2. Recent enquiries concerning requests for a “Bench Seat” to be placed overlooking the Navigation or on Shawford Down have been re-directed to the appropriate Landowner.
3. Cllr. P.Caffyn reported that Shepherds Down School have recently used the Tennis Courts at Memorial Playing Field with great success.

19. Date of Next Meeting.

6th May 2008.

Compton and Shawford Parish Council

Minutes of the Compton and Shawford Annual PARISH COUNCIL MEETING held on Tuesday 6th May 2008 in the Compton Room, Shawford Parish Hall, starting at 7.15pm.

Present:

Mr.N.Campbell-White (Chairman), Mr. M.Bell. Mrs. P.Caffyn, Mrs. S.Clay, Mrs S.Harding, Mrs. J.Millar, Mrs. U.Stevens, Mr. A.Walmsley

In attendance: None

1. ELECTION of CHAIRMAN

Being the first meeting of the new Parish Council as well as being the "Annual Parish Council Meeting", the first item of business was the election of a Chairman to serve for the next twelve months.

Agreed:

Cllr. N.Campbell-White to be elected as Chairman of Compton and Shawford Parish Council, to serve as Chairman for the following twelve months.

Proposed:- Cllr. A.Walmsley

Seconded:- Cllr. J.Millar

Votes for:- 6 votes

Abstentions:- 1 vote

At the time of the "Vote", there were two councillors absent from the meeting.

Cllr. N.Campbell-White took the "Chair" for the meeting.

Cllr. N.Campbell-White expressed his thanks to members for electing him as Chairman and introduced the new members to the Business of the Parish Council.

Cllr. N.Campbell-White expressed his and the Parish Council's gratitude to Cllr. A.Walmsley for all his work as Chairman and Convenor of the Planning Committee over the preceding twelve months.

2. Apologies for absence.

County Councillor Charlotte Bailey

District Councillor Eleanor Bell

Police Constable Mark Smith.

3. Minutes - To approve the minutes of the meeting held on 1st April 2008 (as circulated)

Page 6, item 17 – Action Point - It was requested that the number of copies of the "Annual Report" and "Agenda" be amended from 650 to 625. This to serve as a guide for future years.

Agreed:

With the above mentioned amendment, the Parish Council agreed that the Minutes of the meeting held 1st April, were a true record of that meeting.

Proposed:- Cllr P.Caffyn.

Seconded:- Cllr. N.Campbell-White

Vote:- 4 votes for.

Abstentions:- 3 votes due to non attendance (new Councillors).

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

Cllr. N.Campbell-White referenced Page 1, Item 4, Action Point ID762, and the matter of these bins beginning to smell. It was reported that these bins had been cleaned by the body who empties the bins, therefore the issue is resolved.

Cllr. N.Campbell-White referenced Page 3, item 7, the Action point ID781, and enquired whether this had been cleared. Cllr. A.Walmsley confirmed that the issue had been resolved.

Cllr. N.Campbell-White referenced the outstanding Action Point ID 778 and asked if this issue had been Attended to. The Clerk advised that this is a significant issue in

that the Sports Club Lease, together with subsequent side letters and agreements, needs to be reviewed in the light of recent agreements concerning the Sports Club rent/contribution to the Parish Council for the Jubilee Pavilion. This task has not been undertaken to-date due to the pressure of other work. The Action Point continues 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 Public in attendance, there were no Statements, Observations or Questions raised.

The Meeting will be re-opened.

5. Committees – Election of Convenors and Committees.

- Vice-Chairman
- Finance and Administration
- Planning
- Playing Fields Management
- Tree Warden/Footpaths/Compton Lock
- Highways & Byways
- Transport Representative
- WDAPC Representative
- CPRE Representative
- Sports Club Representative
- School Governor
- CASCA Representative

The election of Convenors of Committees, Members of Committees and Representatives was undertaken and the results of these elections are as per Appendix "B". It was emphasised that the Membership of the Committees are not necessarily "set in stone" and may be changed during the forthcoming twelve months. It was also pointed out that the process has to be undertaken every twelve months at the "Annual Parish Council Meeting".

6. Police Report

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

Within his report, PC Smith raised the matter of what are the Parish Council's priorities for matters that should be addressed by the Police. Some discussion took place, the main points being as follows:

- Vandalism within the Parish
- Graffiti in the underpass under the M3 motorway
- Speeding cars along Compton Street
- Speeding cars along Otterbourne Road
- Car parking in Compton Street
- Car Parking in Shawford village.

As there appeared to be numerous issues to be considered, the matter was deferred to an Agenda item at the next Parish Council meeting, giving members time to consider further.

Action:

Cllr. S.Harding to raise this matter of Police priorities at the forthcoming Compton Tenants Association meeting and report back to the next Parish Council meeting

7. District Councillor's Report

District Councillor E.Bell and District Councillor G.Beckett were both not in attendance and neither Councillors had submitted a written report.

8. County Councillor's Report

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

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

- Park View – Itchen Navigation footpath.
- New Highways Maintenance Contract.
- Bushfield Camp Rights of Way claim.
- Policy change for Trade Waste at HWRCs (eg., Bar End)

There were no issues raised.

9. Tree Warden/Footpaths/Compton Lock – issues arising.

There were no issues raised.

10. Transport Matters – issues arising.

There were no matters arising.

11. Finance and Administration

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 2007 – 2008.

Motion

"The Parish Council Accounts for the Financial Year 2007/2008 as circulated, be adopted by the Parish Council."

The Chairman, Cllr. N.Campbell-White explained, principally to the new Members, that it is legally necessary to formally adopt the Accounts for each Financial Year.

Agreed:

The Parish Council Accounts for the Financial Year 2007/2008 as circulated, be adopted by the Parish Council.

Proposed: Cllr. A.Walmsley

Seconded : Cllr N.Campbell-White

Vote For: 4 votes

Abstentions: 4 votes – New Councillors not on the Parish Council during that Financial Year.

c) External Audit – Annual Return.

Motions covering the External Audit :-

- 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 2008.

The Chairman, Cllr. N.Campbell-White explained, principally to the new Members, that it is legally necessary to formally vote on the above "motions" as part of the "External Audit" procedure. Accordingly, it was suggested for the sake of expediency that a single vote be taken, covering all 9 sections of the motion.

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 2008.

Proposed: Cllr. A.Walmsley

Seconded : Cllr N.Campbell-White

Vote For: 4 votes

Abstentions: 4 votes – New Councillors not on the Parish Council during that Financial Year.

d) Appointment of Clerk to Compton and Shawford Parish Council.

As this subject covered the Clerk, the Clerk was requested to leave the meeting whilst discussions took place. Accordingly, these discussions were not "Minuted" or recorded.

e) Location of future Parish Council meetings

It had been discussed at previous Parish Council meetings that there may be benefit in holding Parish Council meetings at alternate venues other than the Parish Hall. This to encourage greater participation of Parishioners in the affairs of the Parish Council. The following points were made:-

- The Scout Hut in Martins Field, Shepherds Down School and the Jubilee Pavilion would all be considered a suitable alternate location.
- The question of when such an alternate location was discussed and it was concluded that the earliest appropriate date to implement the use of an alternate location would be the September 2008 Parish Council meeting.
- The costs to the Parish Council would be, for example, £30 approximately, to use the Scout Hut in Martins Fields.
- It was accepted that no refund on the cost of hiring the Compton Room within the Parish Hall would be forthcoming when the Parish Council chose to use an alternate venue.
- It was considered appropriate to leave the question of using Shepherds Down School until 2009.

Action:

Cllr. S.Harding to determine the availability of the Scout Hut, Martins Fields, for the September meeting of the Parish Council and report back to the next Parish Council meeting.

Cllr. N.Campbell-White raised the matter of the Bank Signature Mandate and the fact that this will have to be renewed, now that there are new Councillors on the Parish Council. However, there is an additional complication in that the Clerk/RFO is to be replaced and due to the very time consuming efforts to establish a new Mandate, it was suggested that this be left in abeyance until a new Clerk/RFO had been appointed.

It was pointed out that when the time comes to renew the Bank Mandate, a formal vote to do so should be recorded within the Minutes.

Agreed:

The process of renewing the Bank Signature Mandate be left in abeyance until a new Clerk/RFO has been appointed to the Parish Council.

Proposed: Cllr. N.Campbell-White

Seconded: Cllr. P Caffyn

Vote: Unanimous.

12. Planning – issues arising.

Cllr. A.Walmsley, as the previous Convenor of the previous Planning Committee, reported that two objections to Planning Applications had been submitted to Winchester City Council in respect of proposed developments at the following locations:-

- ID462 – Shielings, Shepherds Lane, Compton
- ID463 – Field House, Field Way, Compton Down

Cllr. Walmsley advised that there were a further two Planning Applications notified, but these did not warrant an objection.

With the change of Convenor of the Planning Committee, it was requested that Cllr. Walmsley pass all of the Planning Documentation to the new Convenor, Cllr. M.Bell.

Action:

Cllr. A.Walmsley to pass all Planning Documentation to the new Convenor of the Planning Committee, and to advise Winchester City Council, Planning Department, to ensure that in future all “Weekly Lists” of Planning Applications and Decisions should be sent to Cllr. M.Bell.

Planning Applications and Decisions for the month of February 2008 are as per Appendix “G”.

13. Highways, Byways, M3 and Environment – issues arising

Cllr. P.Caffyn reported on the following:-

- Work at the bottom of Shawford Down had been completed.
- The Countryside Services Department, Hampshire County Council, will be undertaking more “scrub clearance” on Shawford Down.
- It is understood that “Business in the Community” may be able to supply volunteers for “scrub clearance” work.
- Fresh incidents of Graffiti in the underpass, under the M3 Motorway, have appeared.
- Estimates for Street Lighting costs have been received from Hampshire County Council.

Action:

The Clerk to ensure that the issue of Street Lighting is placed on the Agenda for the June 2008 Parish Council meeting.

With regard to the issue of the Parish Council acquiring land at the bottom of Shawford Down for the purpose of providing a Children’s Play Area and a Car Park, the following salient points were discussed:-

- An onsite meeting was held with representatives of Hampshire County Council.
- The response from Hampshire County Council was encouraging.
- However, the site in question is understood to be a site of “Importance to Nature”, which may restrict proposals.
- It will be necessary to develop detailed plans together with associated costs should the proposal proceed.

- Assistance in respect of costs, from Hampshire County Council, is thought to be unlikely.
- It was pointed out that the road that would service any proposed Car Park, is currently classified as a “Bridle Path” and is maintained as a “Bridle Path”, not a Road for Cars. Hampshire County Council need to re-designate this road and assume its maintenance as a Road.
- This proposed project needs to be further discussed with the appropriate Residents Association to ensure their involvement.
- It must be assumed that this will be a “long term” project, for which at present there is no Budget.
- At the next Parish Council meeting, this proposed project needs to be formalised by establishing a suitable Committee together with Convenor.

Action:

Cllr. P.Caffyn to speak to Mark Hegan of the Shawford Village Resident Association in order to obtain their involvement in the project of developing a Car Park and Children’s Play area at the bottom of Shawford Down.

Action:

Cllr. N.Campbell-White to investigate the impact of the proposed project of developing a Car Park and Children’s Play area at the bottom of Shawford Down. On the various “Services” that are known to run under the ground in the proposed location.

Action:

Cllr. A.Walmsley to “chase” Hampshire County Council for a response to the proposal that the Parish Council acquires land for the purpose of developing a Car Park and Children’s Play area at the bottom of Shawford Down.

CASCA Report

Cllr J.Millar submitted a copy of the minutes of the CASCA “Management Committee Meeting”, see Appendix “H”.

At this point, Cllr. M.Bell left the meeting.

Playing Fields Report.

General discussion on the Playing Fields covered the following issues:-

- Currently there are no notices at the entrance to the Children’s Play Areas, stipulating the age group for whom the Play Equipment is for. It has been noted that youths older than 14 years have been congregating on the Children’s Play Equipment, thereby intimidating the younger children for whom the Play Equipment was intended.
- It has been noted that Dogs are being allowed to run free in the Compton Street Play Area which is a possible cause of potential disease to Children using the Play Area.
- It has been noted that Adults have been using the football pitch in the Compton Street Play Area. Whilst this is accepted when the Adult is accompanying their children, it is not acceptable for Adults alone to use this area to play football.

Action:

Cllr. J.Millar to investigate and arrange for suitable notices to be put up at the entrance to the Play Areas stipulating the Age Group for whom the Play Area is intended and to exclude Dogs from entering the Play Area.

It was reported that Horses have again been using the Footpaths; notices stating that Horses should not use the Footpaths having been torn down.

Over the last few months, some notices stating “No More Development in Compton” have been put up along Compton Street. These are now looking untidy and unsightly.

Action:

Cllr. N.Campbell-White to speak to Mr. Peter Ashcroft, the originator of the notices, concerning the notices along Compton Street saying “No More Development in Compton”, with a view to getting them removed or tidied up.

14. Annual Parish Assembly – Matters Arising.

There were no issues raised in respect of Matters Arising out of the Annual Parish Assembly, other than the subject of the maintenance of the Itchen Navigation, towpath and adjacent land along Bridge Terrace.

Action:

The Clerk was requested to circulate the Draft Minutes of the Annual Parish Assembly held 23rd April 2008, to all Parish Councillors.

15. Parish Plan – update

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

- The final draft of the Parish Plan is currently being put together.
- It is hoped to publish this document in two to three months time.
- The Village Design Statement document will follow later.

AOB.

1. All Convenors of Committees were requested to obtain all relevant documentation from the previous Convenors of Committees, together with Keys to the Notice Boards and to liaise with those previous Convenors in respect of handing over all outstanding issues.
2. All Convenors were reminded that monthly Written reports are to be provided to the Clerk, one week before each Parish Council meeting.
3. Notice of the Hampshire County Council – Annual Service – at Winchester Cathedral, had been received and which contained invitations for two Parish Council Representatives to attend. There was nobody available to attend.
4. Cllr N.Campbell-White raised the matter of re-painting the Jubilee Pavilion. The required number of Quotations for this work had been received as follows:-
 - B.J.Lowe - £2,352-00
 - A.Marsh - £2,380-00
 - A.Goodyear - £1,480-00

The quotation from A, Goodyear, whilst being the cheapest, was discounted as experience indicated that the work would not be carried out properly.

It was concluded by Cllr. Campbell-White that it would be preferable to use the services of a “Local Man”, hence it was proposed to use A.Marsh at a cost of £2,380-00. Whilst this subject was not on the Agenda, time constraints prevents this matter from being deferred until the next Parish Council meeting.

Agreed:

The Parish Council agrees to appoint Mr. A.R.Marsh to undertake the re-painting of the Jubilee Pavilion at a cost of £2,380-00.

Proposed: Cllr. J.Millar

Seconded: Cllr. N.Campbell-White

Vote: Unanimous.

5. All Councillors were requested to provide their contact details to the Clerk.

Action:

The Clerk to circulate an updated list of Contact details to all Parish Councillors.

15. Date of Next Meeting.

3rd June 2008.

Compton and Shawford Parish Council

Minutes of the Compton and Shawford PARISH COUNCIL MEETING held on Tuesday 3rd June 2008 in the Compton Room, Shawford Parish Hall, starting at 7.15pm.

Present:

Mrs. P.Caffyn (Chairman), Mr. G.Beckett, Mr. M.Bell., Mrs. S.Clay, Mrs S.Harding, , Mrs. U.Stevens, Mr. A.Walmsley

In attendance: District Councillor Eleanor Bell
Police Sergeant Ally Hibberd .
Mr. David Drake – the new Clerk
0 members of the Public.

1. Correspondence circulated to all members for their response.

The correspondence for the month of May 2008 was circulated to all members in attendance.

2. Apologies for absence.

County Councillor Charlotte Bailey
Cllr. N.Campbell-White
Cllr. J.Millar

3. Minutes - To approve the minutes of the meeting held on 6th May 2008 (as circulated)

There were no issues in respect of accuracy of the Minutes raised.

Agreed:

The Parish Council agreed that the Minutes of the meeting held 6th May 2008, were a true record of that meeting.

Proposed:- Cllr A,Walmsley

Seconded:- Cllr. M.Bell

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 raised in respect of "Matters Arising". However, Cllr. N.Campbell-White sent a message concerning the following:-

- Mr. A.Marsh had been instructed by Cllr. Campbell-White to commence with the re-painting of the Jubilee Pavilion.
- Plans of the area for the proposed Car Park at the bottom of Shawford Down had been given to Cllr. Campbell-White in order for him to investigate the various "services" which are known to run underground in that area.
- Mr. P.Ashcroft had been spoken to concerning his notices concerning "further developments in Compton village" and all but one notice will be taken down.
- A review and ratification of the Annual Parish Assembly Minutes will be undertaken at the July Parish Council meeting.

Outstanding Action Points: A review of the Outstanding Action Points cleared some of the issues and as a result of this together with new Action Points arising from this meeting, the Outstanding Action Points are as per Appendix "A".

The Meeting will be closed

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

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

The Meeting will be re-opened.

5. Police Report.

Police Sergeant Ally Hibberd reported on the following incidents which had occurred in the Parish during the preceding month:-

- A moped had been removed from the Train Station Car Park
- A Motor vehicle's tyres had been deflated.

- Garden Furniture in a dwelling in Southdown Road had been moved and damaged.
- Complaints concerning “noise disturbance” in Compton Street had been received.
- A suspicious person had been seen in Compton Street.

In addition, the meeting was advised that police Constable Mark Smith together with the PCSOs were meeting the “night bus” in order to evidence a police presence with a view to eliminating rowdy behaviour late at night.

There were no other matters raised.

(a) Parish Council priorities for Police attention.

Police Sergeant Hibberd raised the matter of Inspector Baxman’s request for the Parish Council to advise what were the Parish Council’s policing priorities within the Parish. Cllr. S.Harding advised that the Compton Tenants Association had determined that the following were seen to be the priorities of that part of the Parish:-

1. Car Parking in Compton Street, Martins Fields and Attwoods Drove.
2. Speeding of cars in Compton Street.
3. Dog and Horse muck on pavements and roads.

It was conceded that these priorities only emanated from part of the Parish, and the priorities of the Parish as a whole needed to be identified. There were no points made or further comments raised on this matter at this meeting. Further deliberation by members is required before a formal reply can be sent to Inspector Baxman.

6. District Councillor's Report.

District Councillor E.Bell reported on the following:-

Winchester Air Group (WAG)

- o Formally established
- o Seeking formal recognition from Winchester City Council
- o Its existence to be recognised by the Environmental Scrutiny Committee at their July 2008 meeting.

Planning Issues

- o Old Orchard planning application goes to Committee on 12th June 2008.
- o Enforcement – Resources for Planning Enforcement continue to be over-stretched. The position was improving, but has deteriorated again due to staff leaving.

Flashing Speed Signs

- o These moveable signs come from Hampshire County Council.
- o Hursley has had success with one that was installed there, but it is most unlikely that returning the sign to Hursley will take place.
- o Accordingly, Hursley have asked if they could purchase outright such a sign. The cost is understood to be £2,000-00 plus a management fee of approximately £750-00.
- o These signs only flash speed limits of 30mph or 40mph.
- o It was considered that benefit could be obtained if such a purchase could be made by the three Parish Councils jointly, the cost being shared between Otterbourne, Compton and Shawford and Hursley.
- o It was pointed out that the Parish Council is not a Highways Authority and such issues are the responsibility of the Highways Authority. If the Parish Council assumed such a responsibility, there is a danger that it would set a precedent on Highways matters. However, the benefit is seen worthwhile in accepting this risk.

Action:
The Clerk to ensure that the matter of “Flashing Speed” signs is placed on the Agenda for the July Parish Council meeting.

District Councillor G. Beckett reported on the following:-

Winchester Air Group (WAG)

- o Winchester City Council are receptive to the suggestion that WAG should be formally recognised by the City Council
- o However, a warning not to expect too much from WAG was expressed.

Maintain Costs and effectiveness

- An appointment of an Officer to look after “costs” and ensure efficiency on Winchester City Council, has been made.

Winchester High Street

- Plans for the refurbishment of the High Street continues to progress.

Local Development Framework (LDF)

- Due to report in the Autumn
- It is hoped that an indication of the reports findings will be made available before the Summer recess.

7. County Councillor’s Report.

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

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

- Highways – resurfacing of the “Knoll”.
- Bushfield Down Village Green Claim
- Rouge Traders
- Safe and Sound Booklet
- Hampshire house building target met.
- Survey on highways and transport services.

Members made some comments on Cllr. Bailey’s report, the main points being as follows:-

Bushfield Camp - Village Green status

- Part of Bushfield Camp is within the Parish of Compton and Shawford and therefore Compton and Shawford Parish Council should be involved in any application for “Village Green” status.
- It was questioned whether the application for “Village Green” status was a good idea.
- The Parish Council should take a view.

Action:
Cllr. M.Bell, together with the Planning Committee to review the issue of the application for “Village Green” status for part of Bushfield Camp and to review that application in the light of this Parish Council’s response to the Local Development Framework (LDF) consultation, and to report back to the July 2008 Parish Council meeting.

Action:
The Clerk to ensure that the issue of the application for “Village Green” status for part of Bushfield Camp is placed on the Agenda for the July 2008 Parish Council meeting.

Rouge Traders

- It was suggested that it would be of benefit if a notice concerning Rouge Traders were to be put up in the Notice Boards to bring the issue to the attention of Parishioners.

Action:
Cllr. P.Caffyn to arrange for suitable notices concerning Rouge Traders to be put up in the Notice Boards.

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

Cllr. S.Harding reported on the following:-

- The issue of who is responsible for the Maintenance of footpaths in and around Compton village is being pursued.
- Usually it is the Landowner’s responsibility, unless such responsibility is passed to the tenant via their tenancy agreement.
- The tenancy agreements should clarify any disputed responsibilities.
- A meeting with Mr. Edwards of the Estates Office is scheduled for 12th June when he will be visiting the area.

9. Transport Matters

There were no matters raised.

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

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

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) Review of Sports Club Lease in the light of the new Agreement regarding Rent/Contribution.

This issue is still outstanding and it was suggested that this is an issue that the new Clerk could address this matter when he is in place.

c) Jubilee Pavilion – Master Keys

Cllr. A.Walmsley advised that what was thought to be a "master key", was in fact not a "master key". Accordingly the issue is still being pursued with the possibility of having to change the locks on the Jubilee Pavilion.

Cllr. A.Walmsley raised the issue of the appointment of a new Clerk. The main points covered were as follows:-

- The authority to appoint a new Clerk had been delegated to a Sub Committee established for this purpose.
- There had been 14 applications for the post, which were reduced to a short list of four potential Candidates.
- These four Candidates were interviewed on the 2nd June 2008, and Mr.David Drake was selected as the Committees recommendation.

Agreed:

The Parish Council agrees to the appointment of Mr David Drake as Clerk to Compton and Shawford Parish Council, subject to References, and such appointment to take effect as from 3rd June 2008.

Proposed:- Cllr. A.Walmsley

Seconded:- Cllr. U.Stevens

Vote:- Unanimous

- The question of Handover from the retiring Clerk to the new Clerk will be arranged over the Coming month.
- It will be necessary, in order to have an orderly Handover, for the Parish Council to operate with two Clerks until after the July 2008 Parish Council meeting.
- It was accepted that this Handover period will incur extra costs to the Parish Council
- With regard to training of the new Clerk, it was considered that most benefit can be obtained from the Retiring Clerk to provide as much informal instruction to the new Clerk that time allows. More formal training via HALC can be investigated later.

The Clerk advised the meeting that the Internal Audit of the Parish Council's accounts, books and records for the financial year 2007/2008 had been successfully completed with no issues raised. Accordingly, the Annual Return can now be sent to the External Auditor for the External Audit which is due to take place on 11th August 2008.

Cllr. A.Walmsley expressed the Parish Council's gratitude to the retiring Clerk for his work in respect of the Audit to-date.

The only comment made by the Internal Auditor was the matter of Risk Assessment procedures which were initiated by the previous Parish Council. These need to be pursued by the New Parish Council.

11. Planning Committee. - Convenor's report.

Cllr. M.Bell's report is as per Appendix "F"

a) Applications and decisions.

Planning Applications and Decisions for the month of May 2008 are as per Appendix "G".

In addition to his report, Cllr. Bell advised the following together with general discussions:-

Attwoods Drove Farm

- The Planning Officer is likely to Object as the proposal impacts the "Local Gap"
- The Farmer needs the proposed building in order to make the Farm more viable.
- The Parish Council should not concern itself with issues of viability concerning businesses within the Parish – such issues are outside Planning considerations.

Carters Land, Southdown Road

- Whilst this is termed as "infill", it is not a separate building, but a linking of two existing buildings.
- No concerns have been raised by local residents.
- It was therefore concluded that no action needs to be taken.

Old Beams, Field Way

- No concerns have been raised
- It was therefore concluded that no action needs to be taken.

Captain Barnard, Otterbourne Road.

Declaration of Interest.

Cllr. G.Beckett declared an interest in this subject.

- There is a proposal to convert the Captain Barnard into a Residential Nursing Home.
- To this end, the developer wishes to come to a Parish Council meeting to give a presentation of what is proposed.
- Whilst it is the Parish Council's policy not to allow Developers to make presentations to the Parish Council at Parish Council meetings, about their proposed developments, it was concluded that as this proposed development would ultimately be for the benefit of the Community, such a presentation would be appropriate.
- Accordingly, a presentation will be given to the Parish Council at the July 2008 Parish Council meeting.
- It was suggested that a new "Doctor's Surgery" should figure in the development at the Captain Barnard. However it was also commented that there was no demand in evidence for this.
- It was suggested that the proposed presentation should be advertised on the Notice Boards and in the Parish Magazine.

Old Orchard

- Amended plans have been received, which do not clearly indicate what has been amended.
- The matter of apparent misrepresentation of various heights of the proposed development have been clarified.
- As it is essentially the same Application, it is assumed that the Parish Council do not have to reiterate their previous comments.
- The use of Land in the Application together with the removal of a Yew hedge should be questioned.
- The "Conservation Officer's" opinion regarding this development should be questioned. This opinion concluded that the proposed development enhances the Conservation area.
- Traffic issues in respect of this proposed development will not be sufficient to stop the development
- The Parish Council must decide how the representations are to be made when this Planning Application goes to Committee on the 12th June 2008.
- It must be ensured that Representations made by the Parish Council do not duplicate the Representations made by Residents Groups and Individuals.

Action:

Cllr. M.Bell together with the Planning Committee to determine how the Parish

Council's views are represented to the Winchester City Council, Planning Committee, when the Planning Application concerning Old Orchard goes to Committee on the 12th June 2008.

Enforcement Issues

- There are some Enforcement Issues detailed within the Correspondence file which Cllr. M.Bell is pursuing.
- These predominantly concern Coxcroft Farm

Electric Gates

- It had been reported that there appears to be a growing number of "Electric Gates" around the village.
- It was questioned whether this is a "Planning" issue or a "Social" issue.
- There needs to be good planning reasons to support any objection to such gates.

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

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

a) Rabbit infestation on Memorial Playing Fields

It was noted that there is some correspondence within the Correspondence File concerning the issue of Rabbits. Further Pest Control Officers are being contacted and an quotation is awaited from Mr. Ken Thomas. It is also understood that Mr. Keith Wood has effectively used a different "Rabbit Man" to clear Rabbit from his garden. Details of this are being sought. Additionally, an advert was seen in the Hampshire Chronicle concerning the free extermination of Rabbits.

Cllr. J.Millar will address these issues upon her return from holiday.

b) Notices - restricting use of Compton Street Play Area to Children.

Covered within Cllr. J.Millar's report, Appendix "H"

13. 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".

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

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

a) Purchase of Land at the bottom of Shawford Down.

Declaration of Interest.

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

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

- Still waiting for various issues to be resolved.
- Hampshire County Council are receptive to the proposal.
- It would be appropriate for a "Pre Planning Enquiry" to be made of Winchester City Council.

Action:

Cllr. G.Beckett will make a "Pre Planning Enquiry" concerning the likelihood of Winchester City Council granting Planning Permission for the Parish Council to establish a Car Park and Children's Play Area at the bottom of Shawford Down.

- Questions raised as to the maintenance of the Road to such a proposed Car Park, were raised as currently that road is classified as a Bridle Way and is maintained as such.
- With the establishment of a Car Park, it is assumed that some form of charging would have to be implemented, such charges being used for maintenance.
- It is envisaged that a separate "Sub Committee" will be established to drive this project through. Two people from Shawford Village Residents Association will be identified who are willing to serve on such a Sub Committee.
- It was suggested that a representative from SHRUG should also be invited to serve on such a Committee.

•
b) Encroaching Vegetation.

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

c) Street Lighting – Future Costs.

Further to Cllr. Caffyn's report, Appendix "I", the following comments were made:-

- Estimated costs for the financial year 2008/2009 have gone up to £707-48.
- In September 2008, there will be a PFI which the Parish Council needs to quickly decide upon as to whether to join in such a scheme.
- Under the PFI, all street light currently owned by the Parish Council will be replaced with an anticipated capital cost of £910-00 per year.
- The Parish Council does not know what equivalent capital costs would arise if the Parish Council undertook to replace the lights themselves and seek alternate maintenance.
- A list of possible providers of Street Lights should be sought from HALC/NALC

Action:

Cllr. P.Caffyn to obtain details of possible alternate providers of Street Lights and Street Light Maintenance and establish alternate anticipated costs, both Capital and Maintenance, in order to compare with the PFI quotation when it is received.

- The question of Additional Street Lighting is a separate issue and should only be considered when the current situation is finalised. However, it was noted that should replacement Street Lights be installed, whether via the PFI or alternative means, then would be a good time to include any additional units as the Parish Council deemed desirable.

15. Venue for future Parish Council Meetings.

It had been determined that the September Parish Council meeting will be held in the Scout Hut, Martins Fields. Additionally, the Scout Hut will be available for the December Parish Council meeting, but this will be reviewed at the September meeting.

16. Parish Plan – progress update.

Cllr. A.Walmsley advised the following:-

- The period for receiving further comments/changes ended last month.
- Winchester City Council's comments were incorporated.
- Work is ongoing to move the Draft version to the Final version.
- The final version should be published in three months from today's date.
- The Village Design Statement will address issues such as the "Local Gap".
- The final version of the Parish Plan document will be delivered to every household within the Parish.
- Within the Parish Plan, there are numerous issues requiring action by the Parish Council
- These "actions" will require additional resources to carry them out.
- Accordingly, a letter from the Parish Council will accompany the Parish Plan document, requesting volunteers to assist with undertaking the various actions identified within the Parish Plan.

17. Date of Next Meeting.

1st July 2008



Compton and Shawford Parish Council

PO Box 565, Winchester,
Hampshire SO23 3HG

Phone: 01962 600198

email: clerk@compton.pariah.hants.gov.uk

Minutes of the Compton and Shawford Parish Council Meeting held on Tuesday 1st July 2008 in the Compton Room, Shawford Parish Hall, starting at 7.15pm.

Present: Councillor N Campbell-White (Chairman), Councillor M Bell, Councillor P Caffyn, Councillor S Clay, Councillor S Harding, Councillor U Stevens, Councillor A Walmsley.

In attendance: County Councillor C Bailey, District Councillor E Bell, Acting Sergeant E Port, Mr M Langford (Outgoing Clerk), Mr N Shannon, Highwood Residential, and 14 members of the public.

1. **Correspondence.**

The correspondence for the month of June was circulated to all members in attendance.

2. **Apologies for absence.**

Councillor G Beckett, Councillor J Millar.

3. **Minutes:** To approve the minutes of the meeting held on 3rd June 2008 (as circulated).

Agreed: The Parish Council agreed the minutes of the meeting held on 3rd June 2008 were a true record.

Proposed: Councillor M Bell **Seconded:** Councillor S Clay

Vote: Unanimous

4. **Matters arising and Outstanding Action Points:** From the minutes and not mentioned elsewhere on the agenda.

Matters Arising: Councillor Walmsley commented that, by receiving a presentation from a developer, the Council could be creating a precedent. He suggested that the Planning Committee should be asked to review this issue. The chairman agreed but, given public interest in the development of the Captain Barnard site, it was important to receive the presentation from Highwood Residential.

Action: Planning Committee to review the Council's policy on receiving presentations from developers.

Outstanding Action Points:

The chairman agreed to consult Councillor Beckett to see whether any action had been taken with regard to Neighbourhood Wardens; the village shop and the pre-planning inquiry for Shawford Down car park and play area. Action had been taken with regard to the Land Registry, Rogue Traders, Old Orchard & Bushfield and these could be removed from the list. The sports club lease required further consultation between the chairman, clerk & Mr Langford.

5. **Police Report**

Act Sgt Emma Port stated that there had been three incidents reported to the police during the past month:

- 'Do Not Park' signs at Shawford railway station were being tipped over at night time;

- A man suspected of being drunk near the Bridge Public House; and
- Three youths were seen loitering around a shed in the area of Shepherd's Lane.

She added that police patrols are continuing around Shawford Road/Pearson Lane and tickets are being issued to those vehicles causing an obstruction. One vehicle, causing a dangerous obstruction, had been towed away.

6. Presentation by Highwood Residential on plans for the Captain Barnard site.

Nigel Shannon representing Highwood Residential outlined plans for the construction of a nursing home and four private dwellings on the site of the Captain Barnard public house and an adjacent building. *Following the presentation, the chairman suspended the council meeting to allow members of the public to comment.* Several raised concerns about:

- whether the developer had allowed sufficient parking spaces for staff and visitors;
- recruitment of staff;
- the age of the residents.

Mr Shannon stated that the number of parking spaces met WCC guidelines; staff would be recruited locally (most would be non-medical staff e.g. cleaners, cooks etc.) and, while there was no age restriction on the residents, most would be quite elderly. The chairman concluded the session, adding that the Council would be giving further consideration to the proposed development and that Mr Shannon should keep in close touch with the planning convenor, Councillor Bell. *There being no other issues raised by members of the public, the chairman reconvened the meeting.*

7. District Councillor's Report

Councillor E Bell presented her report. The main issues included:

- An invitation to District Councillors to attend an LDF briefing on 9 July on "Strategic Housing Land Availability Assessment" and a Winchester Tourism Summit on 15 July;
- Attendance at a briefing on 25 June on the opportunities for Winchester city and district to contribute to, and benefit from, the 2012 Olympics;
- A request from Royal Mail to temporarily relax night flying restrictions at Southampton airport (subsequently refused);
- WCC Planning Enforcement had recently successfully prosecuted a case elsewhere in the district;
- Following a site visit by members on 23 June, Old Orchard will on the PDC agenda on 3 July.

8. County Councillor's Report

Councillor Bailey presented her report. The main issues included:

- HCC plans to establish a pilot scheme to install temporary flashing speed lights in the Southern Parishes;
- The County Council is likely to appoint an external inspector to judge the Bushfield Down Village Green application;
- Corinne Hollis, has been asked to draw up designs for white lines at the bus stop in Compton;
- The Shawford Rail Users Group is content with the removal of the 0800 London service;
- HCC has been asked to cut back the vegetation on Otterbourne Road and Main Road, since it is currently impossible for wheelchair users and large pushchairs to use the footway;
- The Compton telephone box provides the community with an emergency phone and should remain;

- Governors, staff and parents have been considering ways in which they can improve the procedures for the arrival & departure of pupils to make them as safe as possible and cause the minimum amount of disruption to village residents and other road users.

On the latter issue, Councillor Stevens wondered whether the school could stagger the release of children to alleviate the number of parents parked outside waiting to collect them. She was concerned that the current situation was “an accident waiting to happen”. Councillor Bailey commented that it was the responsibility of the police to ensure that vehicles waiting outside the school did not cause an obstruction nor constitute a hazard to other road users. Councillor M Bell wondered whether the Parish Council would be consulted on the Bushfield Village Green application. The chairman suggested that Council should be proactive in this matter and asked Councillor M Bell to give it some thought. Councillor Bailey wondered whether Otterbourne or Hursley parish councils had expressed an interest in joining Compton & Shawford in a pilot scheme for ‘flashing lights’. The chairman recommended that the three Highways convenors should meet to discuss potential collaboration on this issue.

Action: Councillor M Bell to consider how the Council could adopt a more active strategy with regard to Bushfield Down.

Action: Councillor Caffyn to liaise with Highways convenors in Hursley and Otterbourne about the possibility of collaboration on the installation of flashing lights.

9. Parish Tree Warden/Footpaths/Compton Lock Representative’s report

Councillor Clay presented her report. Nothing to add, save to mention that HCC Rights of Way Department (RWD) were short staffed. The chairman emphasised that the Council needed to keep the pressure on Mr Watson, RWD, HCC, to ensure that vegetation in the parish is kept under control.

Action: Councillor Clay to keep in close contact with Peter Watson to ensure that HCC respond positively to the Council’s requests.

10. Transport Matters

No issues were raised.

11. Finance and Administration Committee - Convenor’s Report

Councillor Walmsley presented his report. A problem continues with the lack of a master key for the Sports Pavilion. The chairman understood that two existed, one of which should have been given to the Council but has never been received. He had spoken to Richard Brooks, Secretary of the Compton & Shawford Sports Club. Councillor Bell believed that John Richardson was looking into the matter. Councillor Walmsley indicated that he would be meeting John Richardson and would try to discover what happened to Gordon de la Mare’s keys.

Agreed: The retiring clerk should be provided with a gratuity in accordance with NALC guidelines.

Proposed: Councillor Walmsley **Seconded:** Councillor Clay.

Vote: Unanimous

Action: The retiring clerk to contact HMRC to ensure that the payment is made ‘free of tax’.

Vote of Thanks: The chairman requested that a formal vote of thanks to Mr Langford should be recorded in the minutes for his excellent work in support of the parish and, especially to all councillors both current and past.

The chairman reported that he had received a letter from Blake Laphorn indicating that they had registered all our unregistered land with the Land Registry but there was a problem with two items. As a result, it would appear that the Council does not own all of the Memorial Playing Fields and does not own the bench seat area at the end of Hurdle Way, despite the chairman having seen the deeds. However the Council does now own all of the land that was removed forcibly during the construction of the motorway, i.e. between the existing returned land and Compton Heights. This means the Council is now responsible for the footpath at the end of the playing fields to Cliff Way. £5000 had been set aside in previous budgets to clean up the area and this sum is now held in the reserves.

Action: The chairman to consult John Steele about access rights to Memorial Playing Fields.

Action: Councillor Millar to produce a proposal for improving/cleaning up the footpath area.

12. Planning Committee: Convenor's Report

Councillor M Bell presented his report. In the subsequent discussion it was agreed that the Council did not believe that a public house on the Captain Barnard site was viable. All were content with the proposed 'change of use' to a nursing home but not on the scale proposed by Highwood Residential. Councillor M Bell reported that some nearby residents had expressed concern about the 'change of use' of Longacre Cottage to include a beauty salon. The Planning Committee would review the proposal at their next meeting.

13. Playing Fields Management Committee

Councillor Millar's report was received and acknowledged. Councillor Harding had received complaints about the considerable amount of bird droppings on the equipment at the Compton Street play area, since it constituted a hazard to public health. The chairman asked Councillor Harding to consult the community warden to see if he could arrange for it to be removed. She was authorised to spend up to £100. The chairman reported that he had received a quote of £140 per evening for netting rabbits on the Memorial Playing Fields. He would discuss with Councillor Millar upon her return. He had also authorised the expenditure of an extra £300 to cover the cost of extra coat of paint on the Sports Pavilion: two coats had not proved to be sufficient. On insurance, John Richardson had confirmed that the Sports Club would not advertise external use of the facility until the issue of insurance had been resolved. There was a considerable, but unresolved discussion, about the age of children/youths using the Compton Street Play Area. It was decided that the subject should be discussed at the next council meeting in September.

Action: Clerk to ensure that the use of the Compton Street Play area is added to the agenda for the September meeting.

14. Parish Hall

The hall will be closed for maintenance during the month of August.

15. Highways, Byways, M3 and Environment Committee

Councillor Caffyn presented her report. In addition she added that she had recently attended a meeting on 'cohesion in the community', which had highlighted the difficulties some disabled children encounter at play areas, since very few include facilities to enable them to participate. She recommended that the committee, established to look into the feasibility of a car park and play area at the bottom of Shawford Down, should also consider installing facilities for disabled children. The chairman agreed and asked her to supply the names of potential committee members. Following discussion, it was agreed that a decision on street lighting should be deferred until after a recommendation had been received from the Highways Committee on the way forward, taking PFI into consideration. The recommendation needed to be endorsed by the Finance & Administration Committee.

Councillor Caffyn also reported that, because parked cars were causing a hazard to other road users, serious consideration was being given to painting white & yellow lines on the road in Pearson Lane, up to the junction with Shawford Road.

Action: Highways Committee to submit proposals on street lighting to the F&A Committee by 31 August, to enable the full council to take a decision before the evenings draw in.

16. Closure of BT Telephone Box at Martins Field

Councillor Walmsley reported that the City Council was collating parish council comments on the proposed closure of telephone boxes. Following discussion, it was agreed that the telephone at Martin's Field should be retained. Councillor Walmsley agreed to convey this view to the City Council.

Action: Councillor Walmsley to write to the City Council indicating that the Parish Council wishes to retain the use of the BT telephone box at Martins Field.

17. Venue for Future Council meetings

The next meeting of the Council will be held on 2 September 2008 at the Reeves Scout Hall, Martins Field. The clerk to emphasise the venue in his report to the parish magazine and, additionally, place a notice to the effect on all parish notice boards. Meetings in October & November would take place in the Shawford Parish Hall. A decision on the venue for the December meeting will be taken at a later date.

Action: Clerk to emphasise the venue for the next meeting in the parish magazine and to place notices on the parish notice boards.

18. Parish Plan

Councillor Walmsley reported that the target date for printing is 31 July. The chairman added that a meeting on the VDS had been scheduled for 14 July.

18(a). Police Report (2)

The chairman noted that the council had not covered item 6(a) on the agenda. Following discussion it was agreed that council priorities were 'inconsiderate parking' and 'speeding'. The chairman and clerk should draft a letter to this effect.

Action: Chairman & Clerk to draft a letter to Inspector Baxman on Council priorities.

19. Date of Next Meeting

Tuesday 2 September at the Reeves Scout Hall, Martins Field.

Councillor N Campbell-White
Chairman

*Copies of all the reports mentioned above can be obtained from the Clerk.



Compton and Shawford Parish Council

PO Box 565, Winchester,
Hampshire SO23 3HG

Phone: 01962 600198

email: clerk@compton.pariah.hants.gov.uk

Minutes of the Compton and Shawford Parish Council Meeting held on Tuesday 2 September 2008 in the Reeves Scout Hall, Martins Fields, Compton, starting at 7.15pm.

Present: Councillor N Campbell-White (Chairman), Councillor G Beckett, Councillor M Bell, Councillor S Clay, Councillor S Harding, Councillor J Millar, Councillor U Stevens, Councillor A Walmsley.

In attendance: County Councillor C Bailey, District Councillor E Bell, PC Richard Mathews and 29 members of the public.

1. **Correspondence.**

Correspondence for the months of July and August were circulated to all councillors in attendance.

2. **Apologies for absence.**

Councillor P Caffyn.

3. **Minutes:** To approve the minutes of the meeting held on 3rd June 2008 (as circulated).

Agreed: The Parish Councillors agreed that the minutes of the meeting held on 1 July 2008 were a true record.
--

4. **Matters arising and Outstanding Action Points:** From the minutes and not mentioned elsewhere on the agenda.

Councillor Beckett reported that the building containing the Old Post Office in Attwoods Drove was still being marketed as a shop for sale or rent. This is a necessary process to prove to the Planning Department that the property has become unviable as a commercial unit. Once the process has been completed, at the end of September, an application will be submitted for change of use. If successful, it is likely, but not necessarily certain, that the building will be converted into flats.

With regard to the possibility of planning permission being granted for a car park and play area at the foot of Shawford Down, Councillor Beckett said that the Planning Open Spaces Officer had advised him he (Mr Stuart Dunbar-Dempsey) would support the provision of a LEAP (locally equipped area for play), subject to agreement on the site, fencing, surfacing, equipment etc. Additional car parking on the area would need to be well justified, since the land has been designated as part of a SINC (site of importance for nature conservation).

The chairman reported that discussions with the Council's solicitors on access rights to the Memorial Playing Fields, had confirmed that there were some problems with the rights of way over the land.

The chairman also reported that Councillor Caffyn had submitted a report on street lighting in which she had indicated that the report on PFI had been delayed until December (and possibly January). In the circumstances, and since the nights were beginning to draw in, she had recommended to the chairman that the Council should accept the quote of £528.01 from John Adcock Lighting to repair the street light in Compton Street. He had agreed and the appropriate instructions had been issued. No objections were raised.

Councillor Walmsley reported that the City Council had objected to the removal of 41 BT telephone boxes, including the one in Martins Fields.

Councillor M Bell reported that there was an obligation on developers to consult the Parish Council on all planning applications. But if all planning applications were to be processed through the Council, it would create a significant and probably inappropriate burden on the Council. The chairman agreed and suggested that the Planning Committee should consider each application on its merits. If it was in the public interest to invite a developer to make a presentation, then the Council should do so. There were no dissenters.

Councillor M Bell also reported that he had received assurances from HCC that the Parish Council would be consulted on the process of granting Bushfield Down, village green status. Councillor Beckett added that this subject was likely to be covered under the Local Development Framework.

5. Police Report

PC Richard Mathews stated that there had been eight incidents reported to the police during the months of July and August:

- Theft of a vehicle excise license from a vehicle in Otterbourne Road;
- Criminal damage to a bench on Shawford Down;
- Rowdy and inconsiderate behaviour by ten young men at the Bridge Hotel Shawford;
- A quantity of tools stolen from a house undergoing renovation in Cliff Way;
- Dangerous driving and aggressive behaviour in Martins Fields;
- Vehicle damage to the Memorial Playing Fields;
- Glazed panels broken in a bus shelter Main Road Compton;
- Unauthorised removal of a section of the metal barrier restricting access to the footpath in Carmans Way.

Councillor Walmsley commented that he had seen the bench on Shawford Down and was far from convinced that the damage was 'criminal' more likely to be 'wear an tear'. In response to a question from the chairman, PC Mathews said that the driver of the vehicle causing problems in Martins Fields had been visited by two constables and warned about his future conduct.

6. District Councillors' Reports

Councillor E Bell presented her report. The main issues included:

- Attendance at the WCC Local Development Plan (LDF) meeting on 9 July, which contained a briefing on possible minor development sites;
- Liaison with the Winchester Airport Group (WAG) in order to progress their wish to achieve formal recognition by WCC. Relations are currently good but informal;
- Investigating the stability of retaining walls and overgrown vegetation on the rail embankment at Park View Shawford. She is hoping to arrange a site visit with Network Rail representatives and local resident.

Councillor Beckett reported that WCC had objected to the Communities Minister's view that Winchester could add an extra 500 houses to existing development plans. The minister, Hazel Blears, appeared not to understand the geography of the district.

He also presented a background paper, which updated the Parish Council on progress on the provision of the South Winchester Park & Ride project. Advance works (ecology, site clearance and archaeology) will start in September and the main contract works, currently out to tender, in April 2009.

7. County Councillor's Report

Councillor Bailey presented her report. The main issues included:

- The cost of purchasing a temporary flashing speed light for the Southern Parishes pilot scheme appears to be in the region of £2500 + VAT. Additional costs will include brackets (£60 each) and any extra posts (£220 each). Costs for the moving the sign and replacing batteries will be about £120 each time: Parish Councils should budget for around £800 per annum.
- The cattle have left Shawford Down for the winter and will return in the spring.

- WCC are investigating the possibility of 'white lining' the road adjacent to the bus stop in Martins Field.
- The County Land Agent has been asked to clear the ditches along Attwoods Drove.
- Coordination with Highways Officers on the priority given to Councillors' requests for action. All proposals/requests for action are assessed by an independent assessor for priority, according to the state of the surface or need for a design change.
- The timetable for South Winchester Park & Ride.

The meeting was suspended to permit statements, observations and questions from members of the public.

Issues raised included:

- **Bridle Way to Coxcroft Farm** is almost impassable because of overgrown vegetation. - Councillor Bailey agreed to speak to Robin Edwards, Estates Management to see what could be done and Councillor Clay will consult the Rights of Way team.
- Whether the Parish Council has received an appeal regarding the planning decision on **Old Orchard**. The chairman confirmed that it had not.
- Councillor Bailey reported that she had submitted a personal objection to the **Captain Barnard** development.
- **Compton Play Area**: The chairman explained that the Council had received a number of inquiries from members of the public requesting information on the age of the children entitled to use the play area. He also invited members of the community to submit proposals for new equipment.

Following a relatively short discussion, there was a general consensus that an 'age level ban' on children using the play area would be inappropriate. However, concern was expressed about the use of 'foul' language by some of the older users. Opinion was divided on this matter. While some felt such language was now 'common place' in society others, including the chairman, felt that it was unacceptable and hoped that it could be reduced, if not eliminated.

While youths from outside the village had been using the play area, such usage was now not considered to be a significant problem. The chairman and Councillor Bailey encouraged local residents to use the '101 service', should it become one in the future. Councillor Bailey emphasised that WCC do follow up '101' reports.

Several suggestions were received regarding new equipment for the younger children (a roundabout, slide and climbing frames). Mrs Evans agreed to contact the Clerk with detailed recommendations, which he would forward to the playing Fields Convenor, Councillor Millar. Suggestions for the older children included a basketball net and a seating area. Gemma Alexander agreed to assist Councillor Millar in ensuring that appropriate equipment was procured.

The meeting was reconvened.

9. Finance and Administration Committee - Convenor's Report

Councillor Walmsley presented his report. He confirmed that the F&A Committee had approved the Tennis Club's request to install a Junior Facilities Room. The chairman confirmed that all councillors had been consulted about the decision. None had raised objections. Councillor Walmsley added that he was in discussion with the Clerk about obtaining a higher rate of interest for funds on deposit. Councillor Beckett recommended that the Council should aim to have immediate access to sufficient funds to cover three months running expenses. The chairman agreed to Councillor Walmsley's request that he should write a letter asking for volunteers to join the Parish Plan Implementation Working Group. The Clerk would coordinate the responses to the letter.

The chairman reported that he and the Clerk had deposited some key documents at the Records Office. He recommended that the F&A Committee should consider whether all Parish Council Documents, including Deeds of Title, should be kept at the Records Office,

rather than with the Council's solicitors, who appear to have difficulty in locating some of them.

Action: F&A Committee to consider future policy on the storage of documents.

10. Planning Committee - Convenor's Report

Councillor M Bell submitted his report. He advised that four parishioners had contacted him about the proposed development, 'Lundy'. All were negative. Councillor Beckett indicated that he too had severe reservations. The chairman said that he was content for Councillors M Bell and Beckett to ask for any decision on the development to be taken by the Planning Committee. Councillor M Bell reported that he had been approached by the applicant on plans for the potential development at 'Sheilings'. Councillor Beckett declared an interest. It seemed likely that the building would be smaller and therefore more acceptable to local residents. He added that he had received no major objections to the Captain Barnard development. Councillor Beckett declared an interest. Councillor M Bell said that had reflected concerns about parking and the mass of the building in his observations to the Planning Department but had not formally objected. Councillor M Bell expressed concern about inconsistencies in the way some planning decisions had been taken with regard to developments in Compton Street. In one the Conservation Officer's comments were vital but in another a decision had been taken before receipt of the Tree Officer's views. The chairman recommended that the Planning Committee should consider how the Council could best register its concerns with the Planning Department.

Action: Councillor M Bell to submit an objection to the proposed development 'Lundy'.
Action: Planning Committee to consider how best to register concerns about conservation issues to the Planning Department.

11. Highways, Byways, M3 and environment Committee - Convenor's Report

The chairman presented the Highways & Byways report on behalf of Councillor Caffyn, which included a separate report on parish lighting indicating that a decision on PFI was likely to be delayed until, at least December. The report also highlighted:

- The difficulties she had encountered with the Highways Department, in attending to overgrown vegetation.
- A request to a local resident requesting that the overgrown vegetation outside her house should be cut back.
- The provision of white lines has reduced the parking problems near Shawford station. But, in case this was temporary effect, Corinne Hollis, Road Planning, was continuing to monitor the situation closely.
- Concern about the water level in the canal, which has dropped considerably in the stretch between the entrance to the mill stream and the Bridge Hotel.

Action: The Clerk to invite a representative of the Environment Agency to make a presentation to the Parish Council on environmental policy on the level of water in the canal.

12. Transport Matters

Councillor Millar expressed concern that the WRVS volunteers no longer received a mileage subsidy for transporting parishioners on health related trips. Councillor Beckett suggested that Councillor Millar should send him an email giving details of the difficulties encountered by parishioners and asking NHS to reconsider the decision.

Action: Councillor Millar to email Councillor Beckett about the loss of the WRVS volunteers subsidy.

13. Parish Tree Warden's/Parish Footpaths/Compton Lock Representative's report

Councillor Clay submitted her report, which indicated that the majority of footpaths in the parish have been trimmed and are now walk able. The damaged handrail at Compton Lock had also been repaired but a problem remained with a dead tree in Cleave Way. Councillor Beckett suggested that, the Clerk should write to Tim Piper, Cranberry Estates, who are responsible for the land. Councillor Clay also highlighted the difficulties caused by bird droppings on equipment in the Compton Street Play Area. The Council decided that, since anti-pigeon tape was relatively cheap (£1.40 per 13 inch strip), Councillor Millar should purchase sufficient to discourage the pigeons from resting on the equipment. There were no dissenters.

Action: Councillor Millar to purchase anti-pigeon tape.
--

14. Playing Fields management Committee - Convenor's report

Councillor Millar submitted her report. Jim Kimber continues to perform well: the Memorial Playing Fields are in excellent condition. A second cull of rabbits is expected to take place shortly. The chairman produced detailed specifications for the cutting back of vegetation to the boundary of the Compton play Area. Councillor Clay's husband, Mr Skeats, had expressed an interest in bidding for the project and he would be invited to tender unless there were any objections from members of the Council. There were none. The chairman was also preparing a specification for the cutting back of vegetation on the 'returned land' and on the edge of the Memorial Playing Fields. During a site visit he had been approached by Murray Macmillan, who had subsequently written to him proposing to purchase a strip of the land, which was adjacent to his property. The chairman felt this proposal should be discussed by the Finance & Administration Committee. There were no dissenters.

Action: F&A Committee to consider Murray Macmillan's proposal to purchase a strip of land adjacent to his property.
--

15. Parish Hall

Councillor Miller submitted the CASCA report, which showed that the organisation was financially sound. £10,000 was being transferred into a deposit account.

16. Venue for future Parish Council Meetings

It was agreed that the October and November meetings should take place at Shawford Village Hall. A decision on whether the December meeting should be held at the Reeves Scout Hall would be reviewed at the next meeting in October.

17. Induction of the new Rector, William Prescott, at Otterbourne Parish Council

The chairman reported that he would be attending the induction of Reverend Prescott, along with other civic dignitaries. He invited all councillors to join him.

18. Date of Next Meeting

The chairman announced that the next meeting would take place on Tuesday 7 October 2008 at the Shawford Village Hall at 7.15pm.

Councillor N Campbell-White
Chairman

*Copies of all the reports mentioned above can be obtained from the Clerk.



Compton and Shawford Parish Council

PO Box 565, Winchester,
Hampshire SO23 3HG

Phone: 01962 600198

email: clerk@compton.pariah.hants.gov.uk

Minutes of the Compton and Shawford Parish Council Meeting held on Tuesday 7 October 2008 in the Compton Room, Shawford Parish Hall, starting at 7.15pm.

Present: Councillors N Campbell-White (Chairman), G Beckett, M Bell, P Caffyn, S Clay, J Millar, U Stevens, A Walmsley.

Apologies for absence: Councillor S Harding.

In attendance: County Councillor C Bailey, District Councillor E Bell, PC Mark Smith and 22 members of the public.

Given the large number of people in the room, the chairman decided to alter the agenda to allow PC Smith to present his report, to be followed by the presentation on the Itchen Canal.

1. Police Report.

PC Smith stated that there had been a serious incident involving the attempted theft of a Landover in the local area. The farmer had managed to foil the attempt but, in the process, had been threatened by man wielding a large spanner. The police investigation continues. Other incidents included:

- The theft of a bicycle worth £1500 from Shawford station.
- A theft from a care home.
- Reports of cars being driven across the Memorial Playing Fields. The police are increasing their patrols in the area but, so far without success.

PC Smith alerted the Council to the WCC web site, which contains a page under "Communities" where members of the public can report incidents of 'anti-social behaviour', including fly tipping.

2. Current & Future Plans for the Itchen Navigation System.

Ms Alison (Ali) Morse, Hampshire & Isle of Wight Wildlife Trust, supported by Mr Rod Murchie, Environment Agency, briefed the council on Project Ethos designed "to enhance and improve part of the internationally renowned chalk river system". The project had taken four years to develop but, following a grant of £1.6 million from the Heritage Lottery Fund and contributions of £400,000 from the Environment Agency and £50,000 from WCC, was now actively being pursued. Nevertheless there was still a shortfall of £174,000, in the budget of £2.4 million. Current priorities included removing dangerous trees, stabilising those banks subjected to erosion, widening paths and making them more accessible to users of wheelchairs and pushchairs. Despite there being no overall controlling authority for the river system (the Environment Agency is now primarily concerned with flood protection), the team was working closely with those local landowners (who own the bank and part of the river) enabling considerable progress to be made in the stabilisation of the banks and encouragement of wildlife.

Following an invitation from the chairman, councillors and members of the public were invited to comment. In response to questions, Mr Murchie confirmed that the towpaths were the responsibility of the landowners and that, 'in theory', the Environment Agency could serve an order on those, who were reluctant to cooperate with the project. Ms Morse confirmed that, while the 'Bishop's Drain' was not included in current plans, the stretch of

the river alongside the Bridge Hotel was due for attention in 2009. Given the amount of interest and concern about the current state of the Itchen in Shawford, the chairman suggested that parishioners might consider volunteering to help with the project. This suggestion was accepted enthusiastically by Ms Morse. Interested parties should contact the Clerk.

There being no other issues raised by members of the public, the chairman reconvened the meeting.

3. **Correspondence.**

Correspondence for the month of September was circulated to all councillors in attendance.

5. **Minutes:** To approve the minutes of the meeting held on 2 September 2008 (as circulated).

Agreed: The Parish Councillors agreed that the minutes of the meeting held on 2 September 2008 were a true record.

Proposed: Councillor Beckett **Seconded:** Councillor Walmsley

Vote: Unanimous

6. **Matters arising and Outstanding Action Points:** From the minutes and not mentioned elsewhere on the agenda.

There were no matters arising. The chairman reported that he was still giving consideration to the proposed car park and children's play area at the bottom of Shawford Down and that, while he and the Clerk had still to review the lease with representatives of the Sports Club, the Club had recently forwarded a cheque for £2000 to cover this year's rent. There were no other outstanding actions and the chairman commented that he was pleased to note that councillors had dealt with their action points.

7. **District Councillors' Reports**

Councillor E Bell presented her report. The main issues included:

- The implementation by WCC of significant improvements to online accessibility to planning application documents.
- Dave Ingram, Environmental Protection team manager was now responsible for liaison between WCC, WAG and Southampton Airport.
- Network Rail had agreed to cut back the vegetation on the rail embankment at Park View, Shawford.
- The Appeal hearing, against HCC's refusal of planning permission for waste recycling associated with motorway maintenance activity, opened on 7 October. Councillor Bailey had spoken on behalf of C&S Parish Council. All speakers were being subjected to cross examination by the Appellant's barrister.
- WCC had refused planning permission for a nursing home on the Captain Barnard site. Applications for the use of a grain dryer to the north of Four Dell farm can be expected shortly.

Councillor Beckett reported that WCC Planning Officers had much appreciated the kind comments about the recently introduced online planning procedures. He had also received a number of complaints from tenants in Compton about the Housing Department. He wondered whether the parish magazine could carry an article suggesting that tenants, encountering difficulties with the Housing Department, should contact their local councillor earlier, rather than later, in the process. This could save much anguish. Councillor Clay confirmed that the Tenant Association did not appear to be effective. Councillor E Bell reported that a new Housing Manager, Michaela Kelsey, had been appointed. In the circumstances, the chairman suggested that Ms Kelsey should be given time to 'settle in'. If the problem continued, then the Council could consider inviting her to address the December meeting, which will be held in the Reeves Scout Hall. There were no dissenters.

8. County Councillor's Report

Councillor Bailey confirmed that she had represented the Parish Council's views on the proposed waste recycling plan at the Appeal mentioned by Councillor E Bell. Other issues included:

- Encouraging the Estates Department to undertake a review of footpaths within the parish. This would be led by the Estate Manager, Robin Edwards.
- Speed limits on the roads surrounding the Bushfield roundabout were under review. Because of the plethora of road signs near the roundabout, it is probable that the speed limit signs will be moved further back to give drivers more time to respond.
- Discussions were taking place with the Highways Department about encroaching hedgerows and undergrowth on the parish footpaths but a detailed list was required. Councillor Caffyn produced a copy of the list forwarded by email on 2 October.

9 Playing Fields Management committee- Convenor's Report

Councillor Millar presented her report. Following the last meeting she had consulted several parishioners about new play equipment and produced a potential purchasing list of five items, costing around £9000. She was amenable to the suggestion from Mrs Evans, a Compton resident with two young children, that a meeting should be arranged to enable users of the Compton Street Play Area to comment on the proposals. The chairman indicated that the Council intended to review its policy on Open Spaces, which could result in a substantial budget for the purchase of play equipment in the parish. Councillor Millar reported that difficulties had been encountered with the installation of 'pigeon spikes' on play equipment at Compton Street. An adult felt that the spikes constituted a health and safety problem. Councillor Millar undertook to contact the supplier to see if the rigid spikes could be replaced by lighter more flexible ones.

Action: Councillor Millar to contact the suppliers in an attempt to exchange the pigeon spikes for more flexible versions.

10. Finance and Administration Committee - Convenor's Report

Councillor Walmsley reported that the F&A Committee had met in the afternoon and he had been unable to produce a written report. One would issue within the next few days. The main points were as follows:

- £30,000 should be transferred from the Lloyds TSB Bank Business Account to a Community Banking Guaranteed Interest Account at the Bank of Scotland. The current rate of interest on offer for a six month deposit was 6.13%, well above the 2.62% offered by Lloyds TSB.
- Several members of the F&A Committee had reservations about selling the currently overgrown strip of the Memorial Playing Fields to Mr Macmillan. Councillor Beckett added that he too had reservations about selling the land, unless the price on offer was so much in excess of its value that it became worthwhile for the Parish Council to sell. The chairman undertook to put forward a proposal for the next meeting, having previously organised a site meeting to show councillors what was originally proposed and what Mr Macmillan had further proposed.
- That the Clerk should only retain minutes and related documents for two years. Documents prior to that should be lodged with the Hampshire Records Office in Winchester. The Parish Council should also consider transferring all legal documents, currently held by the Council's solicitors, to the HRO.
- The Clerk should issue an invoice to the C&S Lawn Tennis Club: the amount to be adjusted to reflect the RPI, as per the terms of the lease. The F&A convenor should negotiate with David Jeffrey (CASCA Treasurer) about the level of increase to be applied to the lease of the Parish Hall and the cost of hiring meeting rooms. After

some discussion, it was agreed that the issues of 'lease' and 'room hire' should not be combined.

Decision: Councillor Walmsley proposed that the Parish Council should approve a recommendation that £30,000 should be placed on six month deposit with the Bank of Scotland in a Guaranteed Interest Account. Councillor M Bell seconded the proposal. **Vote:** Unanimous.

Decision: Councillor Walmsley proposed that Council documents, of more than two years, and all deeds, currently held by the Council's solicitors, should be transferred to the Hampshire Records Office. Councillor Stevens seconded the proposal. **Vote:** Unanimous.

Action: Clerk to arrange for the transfer of the Council's documents to the HRO and to write to the Council's solicitors to obtain the deeds currently held under their safekeeping.

Action: Clerk to issue an invoice to Compton & Shawford Lawn Tennis Club.

Action: Councillor Walmsley to negotiate with CASCA about the lease and room hire.

11. Planning Committee - Convenor's Report

Councillor M Bell submitted his report. The main issues concerned Four Dell, where Mr Venn had indicated that he was applying for the removal of the drying time restrictions condition on the grain drier and the development of the Captain Barnard site, which had been refused under delegated powers. Councillor Beckett thought the latter decision would go to appeal. Councillor M Bell commended WCC on resolving the public access problems with the web site: the current system for viewing planning applications and associated documents was very user friendly.

12. Highways, Byways, M3 and Environment Committee - Convenor's Report

Councillor Caffyn presented her report. As mentioned earlier, she was in discussion with Councillor Bailey about overgrown vegetation affecting the parish byways. Problems with parking around Shawford station were increasing and a local resident had expressed concern about the state of the trees near the station: some dead branches had already fallen upon parked cars. She had directed the resident to SHRUG (Shawford Railway Users Group).

13. Parish Tree Warden's/Parish Footpaths/Compton Lock Representative's report

Councillor Clay submitted her report. The majority of footpaths in the parish have now been trimmed and the Dog Warden has had some success in encouraging dog owners to be more responsible. The problem of the dead tree in Cleave Way remained. The Clerk undertook to contact Tim Piper, Cranberry Estates, who are responsible for the land.

14. Parish Hall

Councillor Miller reported that CASCA was 'running smoothly'. It had been proposed that the Parish Council should contribute more towards the hire of the Compton Room, which could be off set by the rent. The chairman noted that The F&A convenor had already undertaken to discuss this issue with CASCA treasurer. Councillor Millar added that the CASCA AGM would be held in the Parish Hall on Wednesday 19 November and the Christmas Party on Friday 5 December.

15. Parish Plan

The chairman declared that the Parish plan constituted an excellent piece of work and that he would like to record his appreciation of the efforts of all concerned. A special thank you should go to Peter Betts and Adrian Walmsley.

16. Venue for future Parish Council Meetings

The chairman announced that the Annual Parish Assembly should take place on either 22nd or 29th April 2009. The favoured date appeared to be 22nd April. The next Parish Council meeting would be held at Shawford Parish Hall at 7.15pm on 4 November and the following one at the Reeves Scout Hall on Tuesday 2 December.

17. Sparrowgrove and Oakwood Copse Conservation Trust (SOCCT)

The chairman reported that SOCCT had requested that the Parish Council should appoint a representative to the company's board. Jeremy Dolphin had been suggested. After a short discussion it was agreed that the chairman should consult Mr Dolphin. [Note - After the meeting, the chairman spoke to Mr Dolphin, who confirmed that he would be very pleased to represent the Parish Council.]

Councillor N Campbell-White
Chairman

*Copies of all the reports mentioned above can be obtained from the Clerk.



Compton and Shawford Parish Council

PO Box 565, Winchester,
Hampshire SO23 3HG

Phone: 01962 600198

email: clerk@compton.pariah.hants.gov.uk

Minutes of the Compton and Shawford Parish Council Meeting held on Tuesday 4 November 2008 in the Compton Room, Shawford Parish Hall, starting at 7.15pm.

Present: Councillors N Campbell-White (Chairman), M Bell, P Caffyn, S Clay, J Millar, U Stevens, A Walmsley.

Apologies for absence: Councillors G Beckett, S Harding.

In attendance: District Councillor E Bell, PC Nigel Harding and one member of the public.

1. Police Report.

PC Nigel Harding stated that eight incidents had been reported to the police during the month of October, four of which were criminal: the latter included three burglaries in 'non-dwellings' (e.g. sheds and garages) and a theft from a motor vehicle in Shawford Down car park. He repeated the police request that valuables should not be left in parked vehicles and that all garden equipment should be secured, particularly at night. Members of the public seeing anyone acting suspiciously, near a shed or garage, should be reported to the police. In response to questioning, PC Harding confirmed that incidents of dwelling burglary are notified to the local neighbourhood watch coordinator, who should inform all residents in the locality.

Given, that several members of the public had made adverse comments about policing within the parish in their Parish Plan Questionnaires, Councillor Walmsley asked the Clerk to send a copy of the Parish Plan to Sergeant Hibberd, Twyford Police Station, for comment. PC Harding added that the BBC programme 'Crimewatch', which will be screened on 19 November, will be including the murder of Mrs Georgina Edmonds in its transmission. He urged local residents to watch the programme: the resulting publicity may prompt people to come forward with useful information for the investigating team.

Action: Clerk to send a copy of the Parish Plan to Sgt Hibberd.

2. Correspondence.

Correspondence for the month of October 2008 was circulated to all councillors in attendance.

3. Minutes: To approve the minutes of the meeting held on 7 October 2008 (as circulated).

Agreed: The Parish Councillors agreed unanimously that the minutes of the meeting held on 7 October 2008 were a true record.

4. Matters arising and Outstanding Action Points: From the minutes and not mentioned elsewhere on the agenda.

The chairman noted that there were few actions still outstanding from previous meetings and thanked councillors for giving due consideration to their individual tasks. He reported that, within the coming month, a meeting was being arranged with Councillor Beckett and Corinne Philips to discuss car parking throughout Shawford, including the proposed car park and children's play area at the bottom of Shawford Down. The review of the Jubilee Pavilion lease with representatives of the Sports Club was still outstanding. Councillor Walmsley noted that he hoped to meet the chairman of CASCA within the next few weeks. Councillor Bell added that an appeal on conservation grounds had been submitted to WCC planners on Old Orchard. He considered that it would be appropriate to delay comment from the Parish Council, on conservation issues, until after the appeal had been held.

The meeting was suspended to permit statements, observations and questions from members of the public.

Mr O'Neill expressed concern about the request for a variation of the planning conditions on the use of the grain dryer at Four Dell Farm. If permitted it would amount to 'creeping industrialisation' of the countryside. Councillor M Bell confirmed that the Parish Council would be objecting, using the same arguments that were deployed in 2003.

There being no other issues raised by members of the public, the chairman reconvened the meeting.

5. District Councillors' Reports

Councillor E Bell presented her report. The main issues included:

- Local Development Framework: Minutes of the strategic planning meeting of 21 October were available on the WCC web site. The meeting had considered feedback on the Core Strategy -Issues and Options and set out a suggested preferred approach, including responses on Spatial Vision, Spatial Objectives, Spatial strategy, Housing Mix and Redundant Rural Buildings. A public consultation will take place in March or April 2009, which will provide the last opportunity for parish councils to comment.
- WCC supports certain amendments to the Secretary of State's proposed changes to the South East Plan but intends to object to the increase in housing requirements and the deletion of policies relating to 'infrastructure first' principle.
- Attendance at a seminar on sustainable waste management on 16 October and the 'Paths to Partnership' workshop, which provided detail on policy and initiatives relating to Countryside Access on 9 October.
- The "dispiriting" news that the Inspector had overturned the decision of HCC elected members to refuse R&W permission to use 'farm buildings' for the storage of waste products. Councillor E Bell considered that "the decision effectively condones unauthorised and exploitive use of open farm yards and sets a very unfortunate precedent".

The chairman reported that Councillor Beckett had informed him about the consultation on the Local Development Framework. He had also attended a meeting with Councillor Bailey and Mark Oaten MP with the management of Elderfield, Otterbourne, where there continues to be disquiet over the day to day management of the establishment. Councillor Beckett wondered whether similar concerns had been reported in Compton and Shawford. Following discussion: none.

6. County Councillor's Report

In Councillor Bailey's absence, the chairman asked if anyone wished to comment upon her report, which contained the following points:

- Guidelines will soon be sent to all parish council's regarding flashing speed signs.
- Anticipation that her tour of the parish with Councillor Caffyn and the Highways Officer will soon result in a cutting back of overgrown vegetation.
- Disappointment with the Inspector's decision to allow R&W's appeal. She was concerned about the County's decision not to provide its own noise consultant, an independent planning officer or a County Councillor from the Committee to justify its decision. She will be raising this issue with senior planning officers.
- Efforts to improve the condition of parish footpaths and rights of way. The path from Place Lane to Shawford has been inspected and judged not to be in need of repair and that lights in the underpass may be excessive and could be reduced by half. The Parish Council's views were requested. [The chairman commented, by email on 6 November, that additional drainage is required; the lighting could be reduced by half and asked whether a light sensor could be fitted to reduce daytime lighting.]

- Attendance at a consultation on developing Hampshire's Rural Strategy for the future. She encouraged completion of the questionnaire that can be found at www3.hants.gov.uk/rural. The consultation closes on 30 November.
- Reports of roads in need of repair should continue to be sent to Neil Broadbent but also copied to roads@hants.gov.uk to enable them to be logged online.
- A task group has been established to look at the problems of parking on grass verges.
- The HAT is discussing ways to ensure all those who are eligible receive home insulation grants and that the elderly receive advice before the 'crisis point' is reached.

7. Finance and Administration Committee - Convenor's Report

Councillor Walmsley submitted his report. The main points were as follows:

- The Council has opened a Guaranteed Fixed Deposit account at the Bank of Scotland. The chairman, Clerk, F&A convenor and Councillor M Bell are signatories, any two must sign any transaction. The rate of interest of 6.16% is guaranteed for six months.
- The Clerk is content with the terms of the employment contract proposed, and approved, by the Parish Council. [The chairman and Clerk subsequently signed two copies of the contract document.]
- Councillor Walmsley intends to arrange a meeting with the CASCA chairman, John Griffith, prior to the F&A meeting on 1 December, to discuss the Parish Council's liability for payments into the sinking funds for the parish hall and cottage and rent.
- It is felt the existing convenor's job descriptions are too prescriptive and could be simplified.

Action: F&A Convenor to circulate job descriptions to convenor's to review and, where appropriate, simplify.

8. Planning Committee - Convenor's Report

Councillor M Bell submitted his report. The main issues concerned the removal of drier time restrictions at Four Dell Farm (mentioned earlier) and Silkstede Priors. The latter is an application for a field shelter to be situated in front of a neighbouring plot. Councillor M Bell was concerned that, while the application appeared to have a 'rural' use, experience has shown that owners can subsequently seek a change of use, leading to the potential 'industrialisation' of the countryside. He suggested that the Council should consider opposing any development in the countryside, no matter how innocent, or modest, it appeared at the onset. This view was shared by all councillors. Councillor M Bell agreed to circulate a draft letter objecting to any development within the countryside, unless strict conditions are imposed about its future use.

Councillor Clay raised concern that the tenants at Cox Croft Farm were considering the possibility of giving up the rearing of game and expanding their livery. During the subsequent discussion, it was noted that several parishioners had commented, in their Parish Plan questionnaires, about horses fouling and damaging footpaths. It was agreed that the chairman should write to the landlord, Hampshire County Council, expressing the Parish Council's concern about a potential increase in the number of horses using rights of way within the parish. Councillor Clay agreed to provide copies of email correspondence with, the Estates Manager, Robin Edwards.

Action: Councillor M Bell to circulate a draft letter of objection to the development at Silkstede Priors.

Action: Chairman to write to HCC expressing concern about a potential increase in the number of horses using rights of way within the parish.

9. Highways, Byways, M3 and Environment Committee - Convenor's Report

Councillor Caffyn presented her report. She confirmed that, Councillor Bailey had met Chris Wilson, HCC, to discuss the problem of overgrown vegetation. She added that the parking problems in Hurdle Way would be re-assessed after half term and that some councillors and local residents would be meeting Corinne Phillips (Road Planning) on 19 November to discuss her 'best fit' solution to the parking problems in Shawford. As reported earlier in the meeting, the chairman confirmed that he, and Councillor Beckett, would also be attending. Councillor Caffyn reported that a request for volunteers to help with cleaning and repairing the Itchen Canal had been forwarded to the Shawford Village Association. David Ball had confirmed that the 'damaged' bench on the Downs had not been vandalised but was rotting.

Action: Councillor Caffyn to inform Ms Morse, H& loW Wildlife Trust on the action taken in response to the request for volunteers to clean and repair the Itchen Canal.

10. Transport

Councillor Caffyn reported that five parishes had expressed an interest in combining to share a flashing speed light, viz. Otterbourne, Hursley, Twyford, Compton & Shawford and Sparsholt. Councillor Bailey has arranged a meeting with HCC to discuss the way forward and it was necessary for the Parish Council to make a commitment to participating in a pilot scheme. Initial costs appear to be in the region of £2500, with costs of £112.50 per movement. Councillor Bailey thought that parish councils should be prepared to budget for around £800 per year. It was agreed unanimously that the Parish Council should indicate a willingness to join the other parishes, subject to initial costs not exceeding £1000.

The chairman mentioned HCC's plans to introduce 40 and 50 mph speed limits in the vicinity of the Bushfield Roundabout. No objections were raised.

Action: Clerk to inform Councillor Bailey of the Council's willingness to participate in the pilot scheme.

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

Councillor Clay presented her report, in which she stated that she had received more complaints about horses using parish footpaths. She had forwarded copies of these emails to Peter Watson, ROW, and Councillor Bailey.

12. Playing Fields Management Committee- Convenor's Report

Councillor Millar presented her report. The pigeon deterrent plastic spikes had been returned and reimbursement obtained. A meeting has been arranged with interested parents to discuss the purchase of potential equipment for the Compton Play Area: members of the Playing Fields Committee have agreed that the Council should concentrate on this area, while debate continues on the Memorial Playing Fields and a possible Shawford site. Councillors should be prepared to agree a tentative budget and to allocate a large sum from the Open Spaces Fund. Following discussion, it was agreed that the provision of equipment for the Compton Play Area should be discussed at the F&A meeting on 1 December. Councillor Millar was asked to submit a proposal with detailed costs.

The chairman announced that the council had received a disappointing response to the invitations to bid for cutting of the perimeter hedge at the Compton Play Area. Six invitations had been issued but only three quotations received (£670, £675 and £1450). He recommended that the Council should accept the lowest quotation and award the contract to Jim Kimber. Agreed unanimously.

Action: Clerk to inform Mr Kimber and the other bidders.

The chairman had also prepared two specifications for cutting back vegetation in and around the Memorial Playing Fields. Each would be priced separately and form separate contracts. The terms and conditions for each would be the same, unless noted differently in the relevant specification. Councillor Millar and John Richardson were content with the specifications and he sought the agreement of the Council before proceeding further. He estimated the cost of the two contracts at

up to £3000, which should be met from reserves (£5000 having been set aside for this purpose for some time). He had also produced a specification for the construction of a wide footpath between Cliff Way to the rear of the cricket nets, which, since the site required extensive tree and shrub work, could also cost up to £3000. It too needed to be met from reserves. After discussion, the Council agreed unanimously that invitations to tender should be issued but caution needed to be exercised: the total cost of the three tenders should not exceed £7000.

Agreed: Invitations to tender to issue: the total cost not to exceed £7000.

The chairman raised the possible purchase of land, between the new path and Compton Heights, by Mr Macmillan. After discussion it was agreed that any such purchase would need to be conducted in an open manner and members of the public be allowed to comment. The price had to be set at a level that would make such an offer 'unreasonable' to decline. The chairman had tentatively suggested a figure of £50,000 to Mr Macmillan, who had asked for time to consider. It was agreed unanimously that, if he were prepared to pay such an amount, the Council would undertake a full survey and valuation of the site in time for the proposals to be made available for public comment at the CASCA party on 5 December.

The chairman also commented upon a request by the Compton and Shawford Lawn Tennis Club to install floodlights on the 3rd court. It was agreed that the Council would not object 'in principle' but would need to take soundings from those householders whose properties are located close to the courts.

Action: Chairman to seek the views of householders in the proximity of the tennis courts.

13. Open Spaces Fund

Councillor Walmsley suggested that this subject should be discussed at the next F&A meeting, with a view to a recommendation being made at the next Council meeting. All agreed.

14. Parish Hall

Councillor Miller submitted the minutes of the CASCA meeting of 6 October. The CASCA AGM will take place at 7.00pm on 19 November. She hoped that the Council would be well represented. She also requested the assistance of Councillors in the selling of tickets for the CASCA party on 5 December. The chairman echoed the request explaining that, since CASCA has limited manpower, this had always been the practice in the years prior to the involvement of the Parish Plan committee. The party would provide an opportunity to preview the proposed equipment for the Compton Play Area and plans for the proposed footpath from Cliff Way to the Memorial Playing Fields.

15. Parish Plan

The chairman had asked for a volunteer to ensure that the recommendations outlined in the Parish plan were implemented. He saw the role very much as an 'overseer', with the vast majority of the work being undertaken by other volunteers from within the parish. Councillor Stevens agreed to volunteer, provided that she could count on the support of a significant number of other volunteers. The chairman sought, and received, the agreement of all councillors to assist on specific projects, when required. He was extremely grateful.

16. Sparrowgrove and Oakwood Copse Conservation Trust (SOCCT)

The chairman announced that the Clerk had been surprised to hear that the Council had committed £5000 to the purchase of the land comprising Sparrowgrove & Oakwood Copse. Councillor Walmsley commented that a decision had been taken at a council meeting earlier in the year [March 2008]. The Council had decided that the purchase of the land would provide a leisure facility in the south of the parish, which was currently poorly served, compared to the areas to the north and centre. The Clerk agreed to consult the minutes and to provide background on the decision to Councillors.

17. Appointment of School Governor

The chairman reported that the school would like Jeremy Dolphin to remain as a governor, as his financial expertise was proving to be extremely valuable. After discussion it was agreed that, since the school was under no obligation to accept the Council's nominee, Jeremy Dolphin should be recommended but that the chairman should consult Eileen Gorrod to see if lines of communication between the governors and the Parish Council could be improved. [The chairman subsequently spoke to Ms Gorrod, who agreed to make the minutes of meetings available to councillors and to nominate someone to liaise with the Council on parking problems in Compton Street.]

18. Remembrance Sunday

The chairman reminded councillors that Sunday 9 November is Remembrance Sunday. The service would commence at 1045, with the laying of wreaths by the Parish Council at the Wayside Cross and Shawford Down memorial at 1215.

19. Date and venue of the next meeting

7.15pm Tuesday 2 December at the Reeves Scout Hall, Martins Fields, Compton.

Councillor N Campbell-White
Chairman

*Copies of all the reports mentioned above can be obtained from the Clerk.



Compton and Shawford Parish Council

PO Box 565, Winchester,
Hampshire SO23 3HG

Phone: 01962 600198

email: clerk@compton.pariah.hants.gov.uk

Minutes of the Compton and Shawford Parish Council Meeting held on Tuesday 2 December 2008 at the Reeves Scout Hall, starting at 7.15pm.

Present: Councillors N Campbell-White (Chairman), G Beckett, M Bell, P Caffyn, S Clay, J Millar, A Walmsley.

Apologies: Councillor U Stevens.

In attendance: District Councillor E Bell, County Councillor C Bailey (until 8.15pm) PCSO Gavin Cooper (until 7.30pm) and three members of the public.

The chairman announced that Councillor Susen Harding had resigned, on grounds of ill health, and that a casual vacancy had been created. This would be advertised at the CASCA Christmas party and in the December issue of the parish magazine. Official notices would be posted on 5 January.

1. Police Report.

PCSO Cooper stated that four incidents had been reported to the police during the month of November. They included the parking of a vehicle in a 'blind spot' in Pearson Lane and a 'suspicious person' going 'door to door' in Southdown Road. Following a spate of thefts from garden sheds in the Winchester area, he repeated the police request that members of the public seeing anyone acting suspiciously, near a shed or garage, should report the incident to the police. Because the investigation was continuing, he was unable to comment on the cause of the accident on M3 flyover. He confirmed that the police were considering implementing a programme of speed checks on Otterbourne Road.

2. Correspondence.

Correspondence for the month of November 2008 was circulated to all councillors in attendance.

3. Minutes: To approve the minutes of the meeting held on 4 November 2008 (as circulated).

Councillor Caffyn asked for a change to the second sentence of item 9 to read "She confirmed that Councillor Bailey had met Chris Wilson, HCC, to discuss the problem of overgrown vegetation" and the chairman for the word 'employment' to be inserted before 'contract' in the second bullet of item 7. (This has now been done.)

<p>Agreed: The Parish Councillors agreed, unanimously, that the minutes of the meeting held on 4 November 2008, as amended, were a true record.</p>
--

4. Matters arising and Outstanding Action Points: From the minutes and not mentioned elsewhere on the agenda.

The chairman reported that he had received an encouraging response to his letter to Robin Edwards, HCC, about the **problems caused by horses** within the parish and he would be arranging a meeting with him in due course. None of the neighbours affected by the proposed installation of **floodlights on tennis court 3** had raised objections. Councillor Caffyn said that H&loW Trust would provide the Clerk with posters to advertise the anticipated works on the **Itchen Canal**. The chairman reported that, rather than seek a meeting, he and the Clerk had agreed to send the Sports Club a letter regularising the terms of the lease to reflect the exchange of letters earlier in the year.

<p>Action: The chairman to send a letter to the Sports Club secretary regularising the terms of the lease.</p>

The meeting was suspended to permit statements, observations and questions from members of the public.

Mr Thomas expressed concern about a proposed development in the property adjacent to his home in Otterbourne Road. An earlier proposal had been rejected by WCC and, since the latest application was very similar to the original, he hoped the Council would be prepared to support his objection. Councillor M Bell reported that he had not seen the proposed plans but assured Mr Thomas that the Parish Council adopted a consistent approach to planning applications. The chairman added that, once received, Councillor Bell would contact Mr Thomas with his thoughts on the plans.

Mrs Simmons, expressed concern about dogs fouling footpaths in Compton. Councillor Clay indicated that she had reported Mrs Simmons comments to the Dog Warden, who had a good record of 'tracking down offenders'.

There being no other issues raised by members of the public, the chairman reconvened the meeting.

5. District Councillors' Reports

Councillor E Bell presented her report. The main issues, relevant to the parish, included:

- The Informal Scrutiny Group (ISG) has recommended improvements to the out of hours services with regard to building control, environmental health, trees and stray dogs.
- The new Environmental Team Manager, Dave Ingram, and the Head of Environmental services, Robert Heathcock, are in no doubt as to the importance of liaison with the Winchester Airports Group (WAG) and have given their assurance that nuisance caused by aircraft noise will be pursued vigorously.
- Councillor E Bell's attendance at a seminar in Hursley to provide background understanding to inform planning decisions and protect the rural economy.
- Following the success of the 'Over 55s Information Day' at the Discovery Centre, it is intended to organise similar events each year.

Councillor Beckett reported that WCC had made its recommendations on the preferred options for the Local Development Framework (LDF). These would be published in January or February, which would be the last chance for parish councils to comment. WCC income is down considerably. The government grant, which constitutes 60% of the budget, has been increased by just 0.5% and income from planning applications is down by 25%. Consideration was being given to issuing next year's precept in two parts, rather than in a single payment at the beginning of the financial year. Government legislation and restrictions are making the future management of Winchester's housing stock increasingly difficult. He had also noted that the HALC representative had not taken up his seat on the Senate and wondered whether, as a member, the Parish Council might encourage him to do so. In response to a question from Councillor Clay, Councillor Beckett agreed to check with the planning department on the current status of the former Post Office in Attwoods Drive.

Action: Councillor Beckett to check with the planning department on the current status of the former Post Office in Attwoods Drive.
--

6. County Councillor's Report

Councillor Bailey submitted her report, which contained the following points:

- Parishes will soon be invited to submit bids for Flashing Speed Signs.
- Much work had been undertaken to cut back overgrown vegetation within the parish.
- An application for the recycling of waste wood and other recycled materials at Four Dell Farm.
- A report on the meeting she had arranged, at the request by the governors, to create an action plan to improve the safety of pupils, using the access roads to Compton primary school.
- Action to repair the M3 Safety Barrier.

- HCC's decision to increase Councillors basic allowance in line with the staff pay award, which is just 2.45%.
- Guidance on how to apply for funding from the Hampshire Countryside and Access Small Grants Scheme.

Following discussion, it was agreed that Councillor Caffyn would invite representatives of the five parishes that have expressed an interest in obtaining flashing speed lights, to a meeting in early January to decide upon the extent of cooperation between the parishes and to reach agreement upon the sites where the signs should be situated. It was also agreed that, when commenting upon the Four Dell Farm planning application, planning officers should be asked to take into consideration the cumulative effect of HGV travel movements on Poles Lane.

Action: Councillor Caffyn to contact the Clerks of the four other parishes to arrange a meeting on the purchase of flashing speed lights for early January.

Action: When commenting upon the Four Dell Farm planning application, Councillor M Bell to ensure that planning officers are made aware of the cumulative effects of HGV travel movements on Poles Lane.

7. Finance and Administration Committee - Convenor's Report

Councillor Walmsley apologised that, because of his holiday and a computer failure, he had not been able to prepare a report in advance of the meeting. The F&A committee had met on 1 December and made the following recommendation:

The Council's policy on the Open Spaces Fund should be revised as follows:

"Compton and Shawford Parish Council will only endorse a withdrawal from the Winchester City Council Open Space Fund if it benefits the wider Parish and concerns leisure or related qualifying projects. It is not the general policy of the Parish Council to dip into the Fund for helping out small projects."

There was considerable discussion on this issue, during which Councillor Beckett expressed his opinion that the fund should be used to purchase land as a lasting legacy that could be used for sport and play. The chairman, supported by others, thought that such land had proved impossible to find within the parish and, given the need to improve and upgrade facilities at the Compton and Memorial Fields play areas, this was an appropriate time for the council to revise its policy on the use of the Open Spaces Fund. Councillor Walmsley subsequently proposed that the Parish Council should adopt the F&A recommendation as indicated above. It was seconded by Councillor Caffyn.

Vote: 6 in favour: none against and one abstention. The motion was carried.

Decision: The Parish Council to revise its policy on the Open Spaces Fund, as indicated in italics above.

Councillor Walmsley advised that current budget projections indicate there will be an 'overspend' of approximately £6000 in the current financial year. This has been caused by the need to pay the former Clerk a gratuity, the costs associated with advertising the position and the use of previously allocated funds, within the reserves, to cut back vegetation around the Memorial Playing Fields. Councillor Walmsley recommended that each convenor should review his/her projected budget figures for the next financial year and provide him with any comments prior to the January Parish Council meeting. As currently projected, the budget will require a 5.4% increase in the precept. The chairman supported the recommendation.

Action: All Convenors to review their proposed budgets and to provide Councillor Walmsley with any comments prior to 6 January.

The chairman reported that he had read the proposed review of the Community Code of Conduct. Apart from the passage on 'prejudicial issues' it had little relevance to the Parish Council. However he noted that WCC had commented in depth and their comments could be obtained via the WCC website. He had also noted that the Information Commissioner had recently informed all parish councils that they should provide information to the public through use of an agreed template by 31 December. Councillor Walmsley and the Clerk were asked to review the implications of using the template and report back to the Council in January.

Action: Councillor Walmsley and the Clerk to consider the implications of using the Information Commissioner's template by 6 January 2009.

8. Planning Committee - Convenor's Report

Councillor M Bell submitted his report. The main issues concerned the proposed development of Woodlands Park, the Four Dells Farm appeal on 10 December and the application to operate a recycling facility of waste and other recycled materials on the site. Following considerable discussion, it was agreed that Councillor M Bell would advise the Planning Department of the conditions that were applied to the original development at Woodlands Park, viz. domestic use only, and that Councillors Beckett, E Bell (in the afternoon) and M Bell would attend the appeal. It was also agreed that Councillor M Bell would seek to obtain a definition of 'redundant farm buildings', in case it was relevant to both the appeal and the new application for the recycling plant. The chairman concluded that the Parish Council should object to the recycling plant. No-one disagreed.

Councillor Caffyn raised concerns that Southdown Place, originally built to provide accommodation for key workers, was being openly advertised. Councillor Beckett agreed to obtain the occupancy conditions that applied to the development.

Action: Councillor M Bell to obtain an official definition of 'redundant farm buildings'.

Action: Councillor Beckett to obtain confirmation of the occupancy conditions that apply to Southdown Place.

9. Highways, Byways, M3 and Environment Committee - Convenor's Report

Councillor Caffyn presented her report. She was pleased to say that work on cutting back overgrown vegetation was nearly complete. Leaflets seeking information on who required on-street parking and setting out options to solve the parking problems in Shawford would be distributed by the weekend. As mentioned earlier she had spoken to Ali Morse about the need for volunteers to help with work on the Itchen Canal. Posters would issue shortly and Ms Morse was considering writing an article for the parish magazine.

10. Transport

Councillor Walmsley noted from the correspondence that the 0800 train from Shawford to Waterloo had been reinstated.

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

Councillor Clay presented her report. She had recently discovered that two of the 'problem horses' are stabled at Warner's Farm.

12. Playing Fields Management Committee- Convenor's Report

Councillor Millar presented her report. Consultation with parishioners had resulted in very positive feedback on plans to improve the facilities at the Compton Play Area but such equipment needed to be robust and, as a consequence, was quite expensive. She proposed that the Council should be prepared to spend up to £30,000 from the Open Spaces Fund to purchase and install equipment at the Compton Play Area. The proposal was seconded by Councillor Caffyn.

Vote: 6 in favour: none against and one abstention. The motion was carried.

The chairman asked Councillor Millar to obtain, at least, three separate quotations for discussion at January's meeting.

Councillor Clay commented upon the poor state of the grass at the Memorial Playing Fields. It was agreed that she and the chairman would arrange to inspect the playing fields with a view to recommending remedial action in the spring.

Decision: the Parish Council should spend up to £30,000 from the Open Spaces Fund to purchase and install equipment at the Compton Play Area.

Action: Councillor Millar to obtain detailed quotations for the supply and installation of equipment at the Compton Play Area by 6 January.

Action: The chairman and Councillor Clay to inspect the playing fields with a view to recommending remedial action in the spring.

13. CASCA

Councillor Miller submitted her report on the CASCA AGM held on 19 November. Turnover was nearly £30,000, creating a surplus of £5,707. [A copy of the Treasurer's report is attached to these minutes.]

14. Parish Plan

The chairman reported that Councillor Stevens had prioritised items requiring attention and was now looking for volunteers. It was agreed that the recommendations contained in the Parish Plan should be printed on A3 and placed on a notice board at the CASCA Christmas Party, with an accompanying note seeking volunteers to work towards their implementation.

15. AOB

The chairman reported upon his attendance at meeting of the Winchester Community Partnership. He had been surprised at how many organisations were, essentially, covering the same subject.

16. Date and venue of the next meeting

7.15pm Tuesday 6 January 2009 in the Compton Room, Shawford Parish Hall, (not in the Reeves Scout Hall as shown in the diary of the December Parish Magazine).

Councillor N Campbell-White
Chairman

*Copies of all the reports mentioned above can be obtained from the Clerk.