



## Compton and Shawford Parish Council

PO Box 565, Winchester,

Hampshire SO23 3HG

Phone: 01962 600198

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

**Minutes of the Compton and Shawford Parish Council Meeting held on Tuesday 6 January 2009 in the Compton Room, Shawford Parish Hall.**

**Present:** Councillors N Campbell-White (Chairman), G Beckett, M Bell, P Caffyn, S Clay, U Stevens, A Walmsley and Mr D Drake (Clerk).

**Apologies:** Councillor J Millar.

**In attendance:** District Councillor E Bell, PC Mark Smith (until 7.45pm) and three members of the public.

### 1. Correspondence.

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

### 2 Minutes: To approve the minutes of the meeting held on 2 December 2008 (as circulated).

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

**Agreed:** The Parish Councillors agreed, unanimously, that the minutes of the meeting held on 2 December were a true record.

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

The chairman reported that his investigations into the impact of the proposed **car park and play area** at the bottom of **Shawford Down** were continuing and that he and Councillor Clay had not yet met to discuss **remedial action at the playing fields**: this was likely to occur in March. Councillor Beckett reported that a planning application for a residential property at the site of the former **Post Office in Attwoods Drive** would be submitted next week. He had discovered that there were no occupancy conditions on the development of **Southdown Place** but four dwellings had been allocated to social housing. Councillor Walmsley confirmed that **convenor's job descriptions** had yet to be circulated. The chairman reported that he was currently reflecting upon a draft 'letter of agreement', which included recent changes to the **Sports Club lease**.

### 4. Police Report.

PC Smith reported that there had been three incidents in the past month:

- A theft of electrical items, during the day, from a domestic dwelling.
- A theft, during the night, from an insecure garage.
- A common assault within a family unit over the Christmas period.

He also reported that there had been a further road traffic accident at the top of Shawford Down Road, caused by inclement weather conditions and an incident of a 'nuisance vehicle' outside the school at opening time.

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

Mr Dolphin, as the Parish Council's representative on the School's Board of Governor's, confirmed that the spring term had begun with a new head teacher, Allison Driver. As regards parking, the governors believe the school, whose responsibility ends at the school gate, had done all it could to overcome the problem. Councillor Beckett suggested that the church field offered a possible solution and it was agreed that the chairman should contact Eileen Gorrod, Chair of the P.C.C., & if appropriate write to the Diocesan Board to see if this was a possibility.

**Action:** Chairman to write to Diocesan Board requesting that the church field is used as a school parking area.

Mr Dolphin also briefed the Council on progress towards the purchase of **Sparrowgrove and Oakwood Copse**. [Councillors Beckett & Caffyn declared an interest.] Mr Dolphin reported that an offer of £85,000 had been accepted by Southern Water and completion was expected to take place by the end of January. Since the Council's contribution of £5000 was required in order to complete the purchase, he asked the Council to review the conditions attached to the resolution passed on 4 March 2008. The chairman informed him that he intended to raise this issue, under AOB, later.

*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 chairman was grateful for her considerable efforts in support of the parish, especially with regard to her attendance at planning meetings, hearings and appeals. Her comments that planning conditions do not always address the concerns of residents or parish councils provoked considerable discussion. It was agreed that the chairman should seek a meeting with the Chief Planning Officer to obtain clarification of the process under which the WCC Planning Department takes such concerns into consideration. If agreed, Councillors E & M Bell should accompany him to the meeting.

**Councillor Beckett** reported that WCC had made request for Compton & Shawford to be represented on WAG. As regards the LDF, he was confident that a 'local gap' would be preserved to the north and south of the parish. He also advised that, eventually, some business development may take place on part of Bushfield Camp and that, in future, WCC intended to provide parishes with precept funding in two stages: one early in the financial year and the second six months later.

#### 6. County Councillor's Report

In **Councillor Bailey's** absence the chairman submitted her report. He noted the success of the meeting with HCC Estates officers to discuss the proposed works on the Compton Farm footpaths and looked forward to a further briefing by Councillor Clay, under item 12 of the agenda.

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

Councillor Walmsley briefed the Council on the proposed budget for 2009/10. The sum of £32,357 represented an increase of 2.99% on the current year. He recommended that the budget should be accepted by the Council.

**Proposed:** Councillor Caffyn    **Seconded:** Councillor Stevens

**Decision:** The Parish Councillors agreed, unanimously, that the budget proposal of £32,357 for the financial year 2009/10 should be accepted.

Councillor Walmsley advised that, on 5 January 2009, notices had been placed on parish notice boards advising parishioners that there was a vacancy on the parish council. A notice had also been published in the December edition of the parish magazine. A bye-election to fill the vacancy will be held if, within 14 days (not counting a Saturday or Sunday) from 5 January 2009, ten electors for the parish give notice in writing claiming such an election to the Returning Officer. Should this not happen, the Parish Council has the authority to fill the vacancy by co-option. The chairman asked councillors to consider potential candidates for co-option and to provide him with names by 28 January 2009. The Clerk should also highlight the vacancy in his next article for the parish magazine.

Councillor Walmsley advised the council on the work that he and the Clerk had undertaken to meet the Information Commissioner's instruction to provide information to interested parties under the Freedom of Information Act. He recommended that the Council should accept the proposed template.

**Proposed:** Councillor Walmsley    **Seconded:** Councillor Caffyn.

**Decision:** The Parish Councillors agreed, unanimously, to accept the proposed ICO template.

#### 8. Planning Committee - Convenor's Report

Councillor M Bell submitted his report. Since it had been produced the Inspector had allowed the appeal against the decision to refuse planning permission at Old Orchard. This provoked some discussion, during which Councillor Beckett noted that the Inspector had observed that the conservation area 'decayed' as one moved away from the nucleus of the village i.e. church etc. There was also some discussion on whether the Council should engage in direct contact with Mr Venn, who had written to the chairman about developments at Four Dell Farm. It was decided that, since Mr Venn had the right to address the Council during the period set aside for members of the public, direct contact was not necessary. The chairman would respond accordingly. Councillor Bell indicated that he had not been able to obtain an official definition of 'redundant farm buildings' and, given recent developments, wondered whether such action was necessary? The chairman agreed that it was not.

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

Councillor Caffyn presented her report. In the subsequent discussion Councillor Beckett queried the value of the proposed survey of rail users but the chairman believed that would help the Council to have a greater understanding of the value of Shawford railway station, not only in the parish, but elsewhere in the district. He did, however, wish to see the survey 'wording' before it was undertaken. Councillor Caffyn recommended that, subject to agreement on the survey wording, the Council should accept Mr & Mrs Wells' offer to conduct a survey of rail users.

**Proposed:** Councillor Caffyn    **Seconded:** Councillor M Bell

**Vote:** In favour: Seven,    Against: None,    Abstention: One.

**Decision:** Subject to agreement on the survey wording, the Council to accept Mr & Mrs Wells' offer to conduct a survey of rail users.

Councillor Caffyn also submitted report on her meeting with representatives of Twyford, Colden Common, Otterbourne and Hursley Parish Councils on plans to introduce 'flashing speed signs'. Each parish will pay for its own assessment and installation costs. Decisions upon proposed sites will need to be made by the time of the next meeting, proposed for early February. Councillors were asked to provide Councillor Caffyn with site suggestions by 28 January in order that they could be included in the next Highways & Byways report and subjected to a vote at the February Council meeting.

**Action:** All councillors to provide Councillor Caffyn with site suggestions for flashing speed signs by 28 January 2009.

#### 10. Transport

The chairman reported that Roger Lowman continued to be active on transport issues and had represented the Parish Council at several HCC conferences.

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

Councillor Clay presented her report. She confirmed that the meeting with HCC representatives had been very productive. Permission had been obtained for the provision of bridle paths across HCC land, which would help to keep horses away from parish footpaths. However, as there was no indication of the time scale involved, the chairman asked Councillor Clay to liaise with the Clerk, who should write seeking such information from HCC. Councillor Clay also reported that she had received a number of complaints about potholes. It was agreed that, since this was a 'Highways & Byways' issue, she should liaise with Councillor Caffyn to seek remedial action from HCC.

**Action:** Councillor Clay and the Clerk to liaise over a letter to HCC on the proposed timescale for the construction of bridle paths on HCC land.

## 12. Playing Fields Management Committee - Convenor's Report

In Councillor Millar's absence, the chairman presented her report. Invitations to tender for new play equipment at the Compton Play area have issued and should be received by 30 January 2009. Jim Kimber has started on cutting back vegetation at the said play area. Community Pay Back workers had completed some work [Specification 2] at the Memorial Playing Fields. Tenders had been received for Specifications 1 & 3 but these had proved to be outside the permitted budget. The chairman had recently spoken to the lowest tenderer, Pritchard, whose price was well below those of the others and had ascertained he [Pritchard] had misunderstood the specifications. Pritchard will submit a revised tender this week. The chairman sought authority from the Council to delay a decision on letting the two contracts until the revised quote from Pritchard had been received. He would then call a meeting of Councillors Millar and Bell and the Clerk, to decide on the way forward. His recommendation was agreed unanimously. The Clerk stressed that until Pritchard's revised quotation was received the figures submitted by the other tenderers should be considered confidential and not disclosed to any other parties.

<p><b>Agreed:</b> Once Pritchard's quotation has been received, the chairman to call a meeting to discuss the way forward on the playing field contracts.</p>
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## 13. CASCA

In Councillor Millar's absence the chairman presented Councillor Millar's report. Councillor Walmsley reported that he had had discussions with the CASCA chairman and treasurer about a potential change to the rental agreement for the Parish Hall i.e. that, for a sum of £1000, CASCA will provide the Parish Council with the use of the Compton Room for up to 11 meetings each year and the Shawford Hall for the Annual Parish Assembly. The chairman suggested that Councillor Walmsley should circulate a proposal for the February council meeting, with a view to implementing the new arrangement (if approved) in the next financial year.

<p><b>Action:</b> Councillor Walmsley to circulate a proposal for a change in the rental agreement with CASCA.</p>
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## 14. Parish Plan

Councillor Stevens briefed the Council on her proposals for implementing the recommendations contained in the Parish Plan. These were well received and the chairman thanked her for her efforts to date and looked forward to seeing the spreadsheet on how the parish could take the matter forward. He hoped that she would be able to report progress to parishioners at the APM.

## 15. Annual Parish Meeting (APM)

Following discussion, it was agreed that the APM should take place on 23 April 2009 and that a guest speaker should be invited to attend. The chairman suggested Ali Morse from the Hampshire Isle of Wight Wildlife Trust but would welcome any other suggestions. Recommendations should be made to either he or the Clerk as soon as possible.

## 16. AOB

The main issue under AOB concerned SOCCT. Following acknowledgement by all councillors that SOCCT needed a decision on whether the Council could revise the conditions on the donation of £5000, the chairman said that he would consider the wording of a new resolution, having discussed the issues with all Councillors. This would be circulated prior to the next meeting. He remained concerned that SOCCT did not have a maintenance plan.

## 17. Date and venue of the next meeting

7.15 pm Tuesday 3 February 2009 in the Compton Room, Shawford Parish Hall.

Councillor N Campbell-White  
Chairman

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



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### Compton and Shawford Parish Council Meeting: Tuesday 3 February 2009

#### Note for the Record

Because of inclement weather conditions the parish council meeting scheduled for Tuesday 3 February 2009 was cancelled. However in order to ensure that the essential business of the parish was not delayed, the chairman, Councillor Campbell-White, decided that the Council should make use of internet technology, to enable councillors to vote on six motions:

#### Motion 1

This Council appoints John Murray as Internal Auditor for this year at a fee of £250.00.

Proposed: Councillor A. Walmsley. Seconded: Councillor N. Campbell-White.

#### Motion 2

The Parish Council agrees to the Sports Club's request to "lamp" rabbits on the Memorial Playing Fields on the strict understanding that:

i) The Council is given, at least, three working days notice of the dates & times that 'lamping' will take place and that these dates are not altered, without the prior permission of the Council's chairman. (The Council undertakes to notify the dates to surrounding householders.)

ii) Only air guns are used.

Proposed: Councillor N Campbell-White. Seconded: Councillor J Millar

#### Motion 3

The Parish Council sees no need to alter the terms on which the donation of £5000 to SOCCT was made on 4 March 2008 and, specifically, to the need for a maintenance plan for which the Council requires detailed information on the projected programme, costs & funding for the next 10 years.

Proposed: Councillor M Bell. Seconded: Councillor N Campbell-White

#### Motion 4

The Parish Council will charge CASCA £12 per annum rent for the use of the Shawford Parish Hall (as per the original figure quoted in the lease) and, for the sum of £1000 per annum, CASCA will provide the Parish Council with the use of the Compton Room for up to eleven meetings and the Shawford Room for the Annual Parish Meeting.

Proposed: Councillor M Bell. Seconded Councillor: P Caffyn

#### Motion 5

This Council co-opts Mrs Jackie Evans to the Parish Council to fill the vacancy created by Susen Harding's resignation.

Proposed: Councillor Campbell-White. Seconded: Councillor J Millar

#### Motion 6

This Council accepts Playdale's quotation of £22,092.00 to provide additional play equipment at the Compton Street Play Area.

Proposed: Councillor J Millar. Seconded: Councillor Campbell-White.

The chairman decreed that for the 'virtual' vote a motion needed a clear majority of at least three votes for it to be carried and that, since councillors would not have heard any opposing arguments, abstentions would count as a 'Do not support'. In the subsequent vote (details attached) motions 1,2,4,5 and 6 were carried; motion 3 was not carried. The latter will be discussed at the Parish Council meeting on 3 March 2009.

**Action:** Clerk to arrange a date with Mr Murray for him to undertake an internal audit of the Council's affairs.

**Action:** Chairman to liaise with the Sports Club on the dates when 'lamping' will take place and to inform surrounding householders accordingly.

**Action:** Clerk to place SOCCT maintenance plan on the agenda for the PC meeting on 3 March 2009

**Action:** Clerk to inform CASCA that PC will implement the new financial arrangements 1 April 2009.

**Action:** Clerk to inform Mrs Evans that she has been co-opted to the Council.

**Action:** Councillor Millar to inform WCC officials, responsible for monitoring the Open Spaces fund, of the Council's wish to accept the Playdale quotation for new equipment at the Compton play Area.

**Additional business not requiring a vote:**

- The Clerk to write to Hampshire County Council (HCC) indicating that the Parish Council still wishes to be considered for inclusion in the PFI Street Lighting initiative but can not commit until full costs are established. [*Recorded as an 'Action Point'.*]
- The Clerk to inform Mr Pritchard that his revised quote of £2000 for Specification 1 at the Memorial Playing Fields (i.e. cutting back overgrown vegetation) was acceptable. (The next lowest quote was £3350.) [*Recorded as an 'Action Point'.*]

**Chairman's report:**

- Community payback workers have successfully completed the cut back of vegetation around the Jubilee Pavilion. They will return within the next two weeks to clear up and undertake some extra tasks. Pink tubes have been removed from the small trees/shrubs.
- The chairman will be contacting HCC to see if the Council can obtain a grant towards the cost of the footpath between Cliff Way and the Memorial Playing Fields. [*Recorded as an 'Action Point'.*]
- The severely damaged bench at the Memorial Playing Fields will be repaired by the father of the eighteen year old driver, who was responsible. He has been given until 31 March 2009 to complete the task. The chairman is grateful to Councillor Millar for her excellent 'detective' work.
- The Parish Council's insurer, Allianz, has confirmed the policy can not (not) be extended to cover sub lets at the Jubilee Pavilion.
- A further survey is to be conducted by volunteers to assess precisely who uses, and how they travel to, Shawford railway station.
- Ali Morse, Hampshire & Isle of Wight Wildlife Trust, has agreed to speak at the Parish assembly on 23 April 2009.

**Date of next meeting:**

7.15 pm Tuesday 3 March 2009 in the Compton Room Shawford Parish Hall.

Councillor N Campbell-White  
Chairman

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**Minutes of the Compton and Shawford Parish Council Meeting held on Tuesday 3 March 2009 in the Compton Room, Shawford Parish Hall.**

**Present:** Councillors N Campbell-White (Chairman), G Beckett, M Bell, P Caffyn, J Millar, U Stevens, A Walmsley and Mr D Drake (Clerk).

**Apologies:** Councillor J Evans.

**In attendance:** County Councillor C Bailey, District Councillor E Bell, PCSO Richard Nolan (until 7.45pm) and one member of the public.

## 1. Correspondence.

Correspondence for the month of February 2009 was circulated to all councillors in attendance.

## 2. Police Report.

PCSO Nolan reported that there had been four crimes in the past month:

- Two reports of theft: one from a vehicle on Cliff Way and the second involving diesel from the park & ride construction site;
- Forced entry into a garage and items taken from an unsecured vehicle in Shepherds Lane;
- An incident of trespass at Shawford railway station.

There had also been a report of rowdy and inconsiderate behaviour, including tampering with vehicle door mirrors, in Martins Fields.

## 3. Minutes.

i) To approve the minutes of the meeting held on 6 January 2009 (as circulated).

Proposed: Councillor Walmsley    Seconded: Councillor Beckett

**Agreed:** The Parish Councillors agreed, unanimously, that the minutes of the meeting held on 6 January 2009 were a true record.

ii) To approve the 'Note for the Record' of 3 February 2009 (as circulated).

The chairman requested that, in the second bullet of his report, 'WCC' should be changed to 'HCC'. (This has now been done.)

Councillor Caffyn proposed that the record, as amended, was a true record.    Seconded by Councillor M Bell

**Agreed:** The Parish Councillors agreed unanimously that the 'Note for Record' of 3 February 2009, as amended, was a true record.

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

The chairman reported that he was awaiting the results of a survey on parking, currently being conducted by the school, before writing to the Diocesan Board about the possible use of church field; there had been no complaints to the 'lamping' of rabbits at the Memorial Playing Fields (MPF) and he would be submitting an application to HCC for a grant towards the footpath between Cliff Way and the MPF. Councillor Walmsley wondered whether it was necessary to review the Convenors' job descriptions. Since no-one dissented this task has been placed on hold indefinitely. The chairman added that the Sports Club was reviewing its position with regard to insurance and, until that had been resolved, there was little point in organising a review of the lease.

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

Mr Witt expressed concern at the excessive pruning of three trees in Attwoods Drove and wondered who had been responsible. Since the work had not been undertaken by the Parish Council, it was agreed that Councillor E Bell would pursue the inquiry with Winchester City Council (WCC). Should that organisation not be responsible, Councillor Bailey would make inquiries with HCC.

Mr Witt also wondered whether street lighting in Compton Street could be improved. It was agreed that Mr Witt should approach the Compton Village Association to ask them to produce a plan for (any) improvements. Once received, funding permitting, the Parish Council could then consider appropriate action.

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

#### 5. District Councillors' Reports

Councillor Beckett reported the Captain Barnard appeal had been rescheduled for 26 March and that WCC officials would be making an application for 'change of use' for the old Post Office in Compton. He also briefed councillors on how, once approved, the Local Development Framework (LDF) would impact upon all other decisions. It would contain a set of core strategies against which all decisions would need to be assessed. He added that every five years WCC reviewed its conservation policy, this would include the 50 designated conservation areas, including Compton Street. He recommended that the Council should write to the Conservation Officer stressing the importance of retaining conservation status for Compton Street.

<b>Action:</b> Clerk to write to the Conservation Officer emphasising the need for Compton Street to continue to be classified as a conservation area.
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Councillor Bell presented her report. She emphasised that the decision by the Inspector to allow the Stanmore Family Pub to be converted into a care home, despite vociferous opposition, made the defence of the Captain Barnard site all the more difficult.

#### 6. County Councillor's Report

Councillor C Bailey presented her report, which included a briefing indicating that Council Tax for the county would be increased by 1.9% in 2009/10. This was much lower than in previous years. Hampshire Fire & Rescue is set for a 3.6% increase and Hampshire Police 4.8%. HCC's share of the council tax bill is 70%. She added that she would be very interested to receive comments on the new 'high visibility' surface that was being trialled on the bridge over the M3, where the Highways Agency was part way through replacing the barriers. Councillor Stevens expressed concern about the amount of mud that was being carried onto the road south of the Bushfield roundabout by the contractors working on the Winchester Park & Ride site. This constituted a hazard to traffic using the road. Councillor Bailey agreed to contact HCC Highways to ensure that mud was removed from all vehicles before they left the site.

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

Councillor Walmsley presented his report. He proposed the list of accounts presented for payment should be approved. This was seconded by Councillor Caffyn.

<b>Agreed:</b> The Parish Councillors agreed, unanimously, that the list of accounts presented for payment should be approved.
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Councillor Walmsley added that the F&A Committee would meet on 24 March to discuss, amongst the other issues mentioned in his report, the possibility of the Parish Council moving to a schedule of meetings every two months. Councillor Beckett proposed that the F&A should, at the 7 April meeting, present the Council with a number of 'options' rather than 'proposals'. Councillor Walmsley concluded with a request that all contributions for the Annual Review Document should be forwarded to him by 28 March. The chairman added that in previous years Councillor Walmsley had produced an excellent document and stressed the need for councillors to meet the deadline. He hoped that it would include reports from CASCA and the School Governors.



## 8. Planning Committee - Convenor's Report

Councillor M Bell submitted his report. There was considerable discussion about developments at Four Dell Farm. Councillors expressed concern at the potential increase in industrial activity at the Farm and the apparent willingness of planning officials and the Inspector to agree to each application, irrespective of concerns expressed by elected officials and members of the public. Councillor M Bell agreed to seek an explanation from the Planning Department on the circumstances that had changed since the original imposition of conditions at Four Dell Farm.

Councillor Bell noted the concerns of neighbours to plans for a development at Shawford Close, which would include windows on the upper floors that would overlook their property - the Planning Department does not appear to consider this to be an issue. He also noted that there had been one objection to the Tennis Club's application to install floodlights on Court 3. The chairman indicated that he had included a reference to the lights in his letter to those householders in the vicinity of the MPF, when notifying them of the boundary cut back and tidy up. He had not received any comments but believed that the condition limiting the use of floodlights on courts 1 & 2 to 9.30pm should be extended to apply to Court 3. Councillor Walmsley proposed that, in response to the Tennis Club's planning application, the Parish Council should inform the City Council that it would object to the installation of the floodlights if a time limit of 9.30pm was not imposed on the use of floodlights on all three courts. Seconded by Councillor M Bell.

Councillor Walmsley proposed that a time limit of 9.30pm should be imposed on Court 3: Seconded by Councillor M Bell.

**Agreed:** The Parish Councillors agreed unanimously that, once floodlights have been installed, a time limit of 9.30 pm should be imposed upon the use of Court 3.

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

Councillor Caffyn presented her report. Councillors discussed the potential sites for the speed signs and agreed upon the junction with Compton Street, half way down Otterbourne Road, and the approach to Shepherds Lane (by the Wayside Cross). These can be altered, as required. The Clerk has written to HCC indicating a willingness to participate in the PFI street lighting project but confirmation will not be forthcoming until costs have been determined. Councillor Caffyn had also discovered that, following an inquiry from Mrs Jackson, that HCC does not supply 'grit boxes' but would be prepared to fill any that the Council wished to provide. It was agreed that, since the Parish Council does not have the means to supply such equipment, the Clerk should inform Mrs Jackson accordingly.

**Action:** Clerk to explain to Mrs Jackson that the Parish Council is unable to supply a grit box on the corner of Crossway and Fairfield Road.

## 10. Transport

Councillor Caffyn reported on the recent survey, undertaken in very cold weather, of rail users at Shawford railway station. Around 120 passenger journeys are made on week days between 0530 and 0930: a considerable percentage coming from Colden Common and Twyford. Discussions with Shawford residents had indicated that they would prefer the status quo to any large plans for a station car park. All believed the station provided a valuable service to the community. Following discussion, it was agreed that the railway station is a considerable asset to the parish and that no action should be taken to undermine the facility. To try to limit the damage to the grass verges by cars parked in Pearson Lane, Councillor Caffyn has asked HCC Highways to consider installing curb stones.

## 11. Playing Fields Management Committee - Convenor's Report

Councillor Millar presented her report. She was pleased to announce that the Open Spaces Fund had agreed to the Council's proposals for new equipment at the Compton Play Area. 50% of the funding should be received shortly, with the balance following an inspection of the completed project. The Council has received an independent safety report on the Compton Street and Memorial Playing Fields play areas. There were a number of comments which will require evaluation by the Playing Field Management Committee. The chairman reported that Mr Pritchard was making progress on the cutting back of overgrown vegetation at the MPF and the first phase

(Specification 1) should be completed by 7 March. Phase 2 (Specification 3), including the construction of the path, will commence towards the end of the month. In the meantime an application for a grant towards the construction of the path will be submitted to HCC. Councillor Stevens expressed concern at the damage being inflicted upon the MPF by horse riders. It was agreed that the Clerk should ask Robin Edwards, HCC Estates, to include a reference to not riding on the MPF in his letter to the four horse riding stables about the need to be considerate to other road and pavement users.

**Action:** Clerk to write to Robin Edwards HCC Estates about horses damaging the MPF.

#### 12. CASCA

Councillor Millar reported that cover may be required for the caretaker, Frank Smith, should he need to take time off in the near future. The next CASCA committee meeting is scheduled for 20 April 2009.

#### 13. SOCCT

Councillors discussed Colin Brook's briefing note, of February 2009, on the woodland management and maintenance of Sparrowgrove and Oakwood Copse. Concern was expressed about the lack of a detailed maintenance plan and the possibility that, should SOCCT ever become defunct, responsibility for the copse could fall to the Parish Council. Nevertheless several councillors were prepared to accept the assurances provided by Mr Brook and recommended that the £5000, previously committed to this project, should be released upon completion of the purchase of the copse. Councillor Millar proposed and Councillor Caffyn seconded the following motion:

*"Given the assurances provided by SOCCT about the future maintenance of the woodland (Colin Brook's briefing note of February 2009), the Parish Council is prepared to release, upon completion of purchase, the £5000 committed on 4 March 2008 towards the purchase of Sparrowgrove and Oakwood Copse."*

Vote: In Favour 4      Against 1      Abstain 2      Motion carried.

**Decision:** £5000 to be donated to SOCCT upon purchase of the copse.

#### 14. Parish Plan

Councillor Stevens presented her report. Following her attendance at the third meeting of the Full Board of the Winchester Strategic Partnership, she had been able to pursue a number of contacts to help further the implementation of the parish plan. She had had a particularly fruitful meeting with Steve Lincoln, WCC Community Planning Manager, and had been able to pinpoint a number of specific areas where support could be obtained to implement several aspects of the plan. She would provide Councillor Walmsley with a detailed brief for his Annual Review Document. The chairman welcomed her report and apologised that the lateness of the hour precluded detailed discussion. He would ensure that the parish plan was given a much earlier slot on the agenda for April's meeting.

#### 15. Annual Parish Meeting

Councillor Walmsley indicated that, provided everyone met his deadline of 28 March for contributions, he should be able to arrange for copies of the Annual Review Document to be printed in time for distribution in the week beginning 6 April. Councillor Millar agreed to organise the distribution and hoped that all councillors would be prepared to offer assistance.

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

Councillor Walmsley commented on the excellent clearance and maintenance work that has recently been done on the yew tree walk and the paths in its area. He asked that his thanks to Councillor Sarah Clay and the HCC officers be formally recorded in the minutes.

#### 17. Date and venue of the next meeting

7.15 pm Tuesday 7 April 2009 in the Reeves Scout Hall Compton.

Councillor N Campbell-White  
Chairman

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**Present:** Councillors N Campbell-White (Chairman), G Beckett, S Clay, J Evans, J Millar, U Stevens, A Walmsley and Mr D Drake (Clerk).

**Apologies:** Councillors P Caffyn and M Bell, County Councillor C Bailey and District Councillor E Bell.

**In attendance:** PCSO Warren Carne (until 7.45pm) and three members of the public.

### 1. Correspondence.

Correspondence for the month of March 2009 was circulated to all councillors in attendance.

### 2. Police Report.

PCSO Carne advised the Council that there had been three reported incidents during the past month:

- A shrub stolen from the front garden of a property in Field Way.
- A road traffic collision in Compton Street. (A male, without a licence, drove into a stationary vehicle and was subsequently arrested.)
- A road traffic collision in Cliff Way.

He also advised that PCSO Cooper continues to monitor parking problems in Martins Fields.

In response to a question from Councillor Stevens, PCSO Carne commented that, following poor attendances, police surgeries had been dropped. The expense could not be justified. PCSOs patrol regularly throughout the parish and a police officer attends each Parish Council meeting.

### 3. Minutes.

i) To approve the minutes of the meeting held on 3 March 2009 (as circulated).

Proposed: Councillor Millar    Seconded: Councillor Clay

**Agreed:** The Parish Councillors agreed, unanimously, that the minutes of the meeting held on 3 March 2009 were a true record.

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

In his capacity as a school governor, Mr Dolphin reported that Compton school had recently received an excellent report from OFSTED. Councillor Beckett suggested that the Council should write to the headmistress offering its congratulations. Given that the headmistress had not been in position for very long, Councillor Stevens wondered whether such action was appropriate. Nevertheless, the chairman undertook to write to the headmistress offering the Council's congratulations to the teachers and pupils.

**Action:** Chairman to write to the headmistress of Compton school regarding OFSTED report.

On behalf of SOCCT, Mr Dolphin expressed his gratitude for the Council's donation of £5000. The total cost of purchasing Sparrowgrove and Oakwood copse had amounted to £87,500. Donations of £63,000 had been received, leaving a shortfall of £12,500. This was currently being covered by a loan.

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

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

The chairman reported that he was still investigating the impact of the proposed car park and play area at the base of Shawford Down. He was awaiting the results of the school survey before writing to the Diocesan Board about the possibility of parking in the church field. All other actions from the previous meeting had been completed.

#### **5. District Councillors' Reports**

Councillor Beckett reported WCC officers had informed him that no action had been taken with regard to the future use of the old post office building, latterly paper shop, in Attwood's Drove. Several options were possible, including the sale of the property to a private entity (with WCC retaining control of tenancy) but the City Council was likely to await a government report, scheduled to be published in June, before taking any significant action. The chairman expressed concern at the continuing delay in making the building suitable for occupancy. Councillor Evans wondered whether WCC had considered the possibility of selling to a registered social landlord and suggested that she should consult her colleagues about such a possibility. The suggestion was well received by the chairman and Councillor Beckett.

Councillor Beckett added that he had received a letter expressing concern about the Shepherds Lane junction with Otterbourne Road. Mrs Sylvester had requested improvements to reduce the danger to children walking to school. He noted that such improvements tended to be made by the County Council following the publication of the School's Travel Plan. He hoped the governors would consider the potential dangers faced by children at the Shepherds Lane junction, when producing their next report. (Mr Dolphin took note of the suggestion.)

Finally, Councillor Beckett hoped that the Parish Council would be content with the outcome of the Local Development Framework (LDF), which was scheduled to go to WCC's full council on 23 April 2009. In response to a question from Councillor Walmsley about the proposed 'Knowledge Farm' at Bushfield Camp, he added that the 'farm' would only occupy 25 of the 107 acres; leaving most of the land free for public use e.g. walkers.

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

Councillor Bailey's report was accepted by the chairman. There were no issues raised.

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

Councillor Walmsley presented his report. The chairman asked for proposers and seconders for the following recommendations:

*"The committee recommends that the Parish Council adopt the Standing Orders in the referenced document (CSPCStandingOrders2009-03.pdf)"*

**Proposed:** Councillor Walmsley **Seconded:** Councillor Stevens

**Vote:** Unanimous

*"The committee recommends that the Parish Council adopt the Risk Management Guidance in the referenced document (CSPCRiskManagementGuidance2009-03.pdf)"*

**Proposed:** Councillor Walmsley **Seconded:** Councillor Millar

**Vote:** Unanimous

*"The committee recommends that in 2009/10:*

*i. A further £2000 be transferred into the Jubilee pavilion Sinking Fund (making a total of £4000)*

*ii The sum of £5000 be set aside to cover unexpected and unbudgeted expenditure, such as emergency work on the Field or replacement of a street light.*

*iii The PC aim to build up and maintain a reserve, in line with NALC recommendations, equivalent to six months' turnover."*

**Proposed:** Councillor Walmsley **Seconded:** Councillor Stevens

**Vote:** Unanimous

The chairman decided that, given the absence of two councillors, it would be inappropriate to vote on the committee's options for future meetings. Councillors needed time to consider the implications of each suggestion before voting on this issue, probably in June. In the meantime the Clerk should seek guidance from HALC. However he was content for councillors to vote on the recommendation regarding meetings in Compton viz.:

*"That the Parish Council meet in the Scout Hall in Martins Fields twice each year, in April and October."*

**Proposed:** Councillor Walmsley **Seconded:** Councillor Millar

**Vote:** For 6 Against 0 Abstentions: 1

**Motion carried.**

Finally the Council approved the list of cheques presented for payment since 3 March 2009.

<b>Action:</b> Clerk to consult HALC to see whether any lessons can be learnt from other parishes that have changed to bi-monthly meetings.
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## 8. Parish Plan

Councillor Stevens reported that she had made good progress towards implementing the Parish Plan. Volunteers for disabled and youth issues had been obtained. She was concerned about the lack of signs on the Memorial Playing Fields (MPF). It was not clear what activities were, and were not, permitted. Litter continued to be a problem at the MPF and she suggested that the bin currently located within the Play Area should be relocated. It was agreed that these issues should be referred to the Playing Fields Committee for attention.

Councillor Stevens also wondered whether the general public was aware of the amount of information available on the Council's web site. How is it promoted? And who is responsible for the 'Welcome Packs'? Councillor Walmsley noted that the web site address is published in the parish magazine and the Clerk added that the most popular way of accessing the information appeared to be by 'googling'. Councillor Walmsley held the Welcome Packs on his computer. He would be happy to provide copies to councillors as, and when, requested. Following discussion, it was agreed that the F & A Committee, should look at the format for providing information to new arrivals and consider whether one option was to provide them with 'free' copies of the parish magazine for three months following their arrival in the parish.

Councillor Stevens reported on her meeting with Nick Farthing, Sustrans, who was keen to promote cycling within the area. Councillor Beckett indicated that WCC is prepared to assist Sustrans.

<b>Action:</b> Playing Fields Committee to consider installing 'activity permitted signs' and relocating the litter bin(s) at the MPF.
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<b>Action:</b> F&A Committee to consider ways of improving the flow of information to new households.
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## 9. Planning Committee - Convenor's Report

Councillor M Bell's report was accepted by the chairman. Councillor Beckett noted that the Inspector had visited the Captain Barnard site and his report was now awaited.

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

Councillor Caffyn's report was accepted by the chairman, who noted her disappointment at the lack of support for the Annual Spring Clean. She would be raising this issue at the Annual Parish Assembly. In the subsequent discussion it was agreed that the Council should contact HCC to request that litter be cleared from all verges on main roads through the parish, as a matter of some urgency, before it was shredded and scattered by the verge mowers. The Clerk reported that Councillor Caffyn had asked that the Council be informed that the gypsies had left the Downs on 29 March. She had also contacted Mr Cooke, Network Rail, about station car parking. Mr Cooke is optimistic that he can make an arrangement with SW Trains for the sleepers to be removed.

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

Councillor Clay presented her report. Most parishioners seemed content with the work undertaken to improve access to footpaths within the parish. But, she was concerned that a new 'Rights of Way' officer had yet to be appointed, as replacement for Peter Watson.

#### 12. Playing Fields Management Committee - Convenor's Report

Councillor Millar presented her report. The Clerk was contacting Playdale to seek advice on possible remedial work for the items highlighted in the recent inspection report. Playdale had indicated that the installation of new play equipment should begin in the week commencing 20 April. The chairman noted that 57 rabbits had been culled at the MPF: the 'shooters' believed that this constituted around 25% of the population. The Sports Club was requesting permission for a further month's lamping. Despite some councillors expressing doubts about whether lamping would result in a lasting reduction in the rabbit population, there were no dissenters. Cllr Campbell-White undertook to advise Ken Staunton accordingly.

#### 13. CASCA

The minutes of the CASCA meeting of 23 February were taken 'as read'.

#### 14. SOCCT

Following discussion, it was proposed that Jeremy Dolphin should be appointed as the Parish Council's representative on the SOCCT board up to, and including, April 2010.

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

**Vote:** For 6 **Against:** None **Abstentions:** 1

**Motion carried.**

#### 15. Annual Parish Meeting: 23 April 2009.

The chairman reported that leaflets were currently being distributed throughout the parish. He thanked Councillor Walmsley for his efforts in producing an excellent review. On the format of the evening, he would be asking each convenor to make a short presentation and that questions would not be allowed until all had spoken. Following advice from Councillor Beckett and the Clerk, it was accepted that it was no longer necessary to request that a member of the parish proposes acceptance of the audited Accounts for 2007/2008. These, and the unaudited accounts for 2008/2009, would be circulated for inspection.

#### 16. Date and venue of the next meeting.

7.15 pm Tuesday 5 May in the Compton Room, Shawford Parish Hall.

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 at 7.15 pm on Tuesday 5 May 2009 in the Compton Room, Shawford Parish Hall.**

**Present:** Councillors N Campbell-White, P Caffyn, J Evans, A Walmsley, Mr D Drake (Clerk) and, from 7.20pm, Councillors M Bell & S Clay.

**Apologies:** Councillors G Beckett, J Millar, U Stevens and County Councillor C Bailey.

**In attendance:** PC Mark Smith and PCSO Gavin Cooper (until 7.40pm) and District Councillor E Bell.

## **1. Election of Chairman of the Council**

Councillor N Campbell-White announced that he would be prepared to stand as chairman for one more year but the Parish Council should look for another candidate for the year 2010/11. There were no other nominations. Councillor Walmsley proposed that Councillor Campbell-White should be elected chairman for the coming year: seconded by Councillor Caffyn.

**Vote: For 3      Against 0      Abstention 1 (Councillor Campbell-White)**

## **2. Election of Vice- Chairman of the Council**

Councillor P Caffyn announced that she would be prepared to stand for another year. There were no other nominations. Councillor Campbell-White proposed that Councillor Caffyn should be elected Vice-Chairman for the coming year: seconded by Councillor Walmsley.

**Vote: For 3      Against 0      Abstention 1 (Councillor Caffyn)**

## **3. Register of Interests**

Five councillors submitted revised registers of interest. The chairman stated that the remaining four councillors should be allowed ten days grace in which to submit their forms to the Clerk.

## **4. Police Report.**

PC Mark Smith advised the Council that there had been four crimes reported, since the last Parish Council Meeting on 7 April 2009, and one incidence of rowdy behaviour. They included:

- A non-dwelling burglary, where a tool had been stolen from a shed.
- Criminal damage in a dwelling by a family member.
- Property, within a repossessed dwelling, had been damaged.
- A landlord had been harassed by a tenant.

In response to a question from Councillor Clay about the possible introduction of 20 mph 'snail' signs, PC Smith remarked that such speed signs are not mandatory. District Councillor E Bell commented that, since such signs were used to improve the safety of school children, construction and maintenance costs would be the responsibility of the school.

## **5. Appointment of Convenors and Committee Members**

The chairman announced that he had spoken to those councillors that had been convenors in the previous year: all were prepared to stand again. There were no other nominations. He had also been advised by each councillor that he/she was prepared to serve on the same committees as in the previous year. Councillor Clay proposed the following appointments:

Finance Convenor - Councillor Walmsley; Planning Convenor - Councillor M Bell;  
Playing Fields Convenor - Councillor Millar; Highways Convenor - Councillor Caffyn.

And that membership of the committees should be the same as that for 2008/9. The proposal was seconded by Councillor Evans.

**Vote: For 6    Against 0    Abstentions 0**

## **6. Appointment of Parish Council Representatives**

The chairman announced that he had spoken to the previous year's representatives and all were prepared to stand for another year. There were no other nominations. Councillor Caffyn proposed the following appointments:

Footpaths (including Tree Warden & Compton Lock) - Councillor Clay  
Transport - Roger Lowman      WDAPC - Councillor Campbell-White  
CPRE - Councillor Clay      CASCA - Councillors Millar & Campbell-White  
Sports Club - Councillor M Bell.  
The proposal was seconded by Councillor Evans.

**Vote: For 6    Against 0    Abstentions 0**

The chairman announced that Jeremy Dolphin would continue as school governor until 2012 and, following last month's meeting, would act as the Council's SOCCT representative until 31 March 2010. Councillor Stevens would continue to oversee the implementation of the Parish Plan.

[A complete list of appointments is attached to the minutes.]

## **7. Correspondence**

Correspondence for the month of April 2009 was circulated to all councillors in attendance.

**8. Minutes:** To approve the minutes of the meeting held on 7 April 2009 (as circulated).

Councillor Walmsley noted that the paragraph numbering was inconsistent i.e. two paragraph 13s and no paragraph 16! Subject to correcting these anomalies, Councillor Caffyn proposed and Councillor Walmsley seconded that the minutes were a true record.

<p><b>Agreed:</b> The Parish Councillors agreed, unanimously, that the minutes of the meeting held on 7 April 2009 were a true record.</p>
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## **9. Matters Arising and Outstanding Action Points**

The chairman reported that, following a conversation with Councillor Stevens, he had looked at the OFSTED report on Compton School and decided that the Council may have been misled by Mr Dolphin. As a consequence, he had not written to the headmistress of Compton School. Councillor Caffyn asked him to reconsider. Following discussion, it was agreed that the chairman should write to the headmistress congratulating the school on its OFSTED report and the 'outstanding' comments in that from the Diocese.

<p><b>Action:</b> Chairman to write to the headmistress of Compton school regarding the OFSTED and Diocese reports.</p>
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With regard to outstanding actions, he was awaiting Councillor Bailey's report on the traffic survey before writing to the Diocesan Board about the possibility of using the church field as a parking area. This was expected within the next week. There was no progress on Shawford Down. The Playing Fields Committee was giving consideration to installing 'activity permitted signs' at the MPF and the Clerk had obtained information from HALC and other parishes on bi-monthly meetings. His report would be circulated to all councillors prior to the June meeting, when the subject would be placed on the agenda.



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

Councillor Walmsley submitted his report. He proposed, seconded by Councillor Caffyn, that:  
**The Parish Council renew its six month savings account with the Bank of Scotland.**

**Vote: Unanimous.**

Councillor Walmsley proposed, seconded by Councillor M Bell, that:

- i) The Council adopts the key risks register drawn up by the Clerk;**
- ii) The Council adopts the complaints procedure documented by the Clerk;**
- iii) The Council approves the contents of the Asset Register.**

**Vote: Unanimous**

Councillor Walmsley proposed, seconded by Councillor Caffyn, that:

- iv) The Council approves the list of cheques issued since 7 April 2009 and**
- v) The Council approves the statement of accounts for 2008/9, as circulated at the Annual Parish Meeting on 23 April 2009.**

**Vote: Unanimous.**

Following discussion on the three options for distributing copies of the Parish Magazine, together with copies of the Welcome Pack and the Parish Plan to newcomers, Councillor Walmsley proposed, seconded by Councillor Caffyn, that, subject to a further review of costs and the method of distribution:

**Newcomers receive a free subscription for the remaining months of their first year in the parish.**

**Vote: Unanimous**

The chairman mentioned that he had received an email from Ken Staunton indicating that he had received a quote of £175 to insure the Summer Ball. He had also received a verbal estimate from Aon, in the region of £800 p.a., for the Sports Club to take over the insurance of the pavilion, playing fields etc. (but excluding the shed and its contents). Following discussion, it was agreed that the Clerk should check the figure of £800 with Council's insurance company to ensure that it was credible and that the Council would not absorb the 'extra' premium of £175 to cover the Summer Ball.

## 11. Annual Governance Statement

The chairman reminded councillors that, as part of the annual internal audit process, the Council needed to make a statement confirming that it employed a sound system of financial control.

Councillor M Bell proposed, seconded by Councillor Walmsley, that the following statements be recorded in the minutes:

- i) We have approved the statement of accounts, which has been prepared in accordance with the requirements of the Accounts and Audit regulations and proper practices.**
- ii) We have maintained an adequate system of internal control, including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness.**
- iii) We have taken all reasonable steps to assure ourselves that there are no matters of actual or potential non-compliance with laws, regulations and codes of practice which could have a significant financial effect on the ability of the council to conduct its business or on its finances.**
- iv) We have provided proper opportunity during the year for the exercise of electors' rights in accordance with the requirements of the Accounts and Audit Regulations.**
- v) We have 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.**

vi) We have 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.

vii) We have taken appropriate action on all matters raised in reports from internal and external audit.

viii) We have considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year-end, have a financial impact on the council and, where appropriate have included them in the statement of accounts.

**Vote: Unanimous**

## **12. District Councillors' Reports**

Councillor E Bell presented her report. The LDF Core Strategy Preferred Options paper was accepted by Full Council on 22 April. It will now go to public consultation from 14th May to 3rd July. A series of exhibitions are planned around the district, including 9th and 13th June in Winchester, 12th June at Colden Common, and 16th June at Badger Farm. It was disappointing, though not surprising to hear that the Inspector had allowed the appeal by Highwood Developments to build a large residential nursing home plus four dwellings on the site of the Captain Barnard public house. A new application (Resubmission) has been submitted to WCC using the pub site only, without the adjoining dwelling, with the nursing home placed to the rear of the site and two apartments towards the road, designed as Coach House to the home.

The chairman presented Councillor Beckett's report, which confirmed that a planning application for the Compton Post office is due to be lodged within a couple of weeks. He advised the Council not to make any representations outside the formal planning process.

## **13. County Councillor's Report.**

In Councillor Bailey's absence, the chairman presented her report. Since the subject had been raised at the Annual Parish Meeting, he was pleased to see that Councillor Bailey was actively campaigning for Park View and the pavement from Shawford to Twyford to be resurfaced.

## **14. Planning Convenor's Report.**

Councillor M Bell presented his report. Following discussion it was agreed that the Council should object to the development at Woodlands Park, on the grounds that the site is not suitable for holiday lets. The application for a large house on the site of Lynchets, Hurdle Way, inspired considerable discussion. There was a general agreement that the development was of an inappropriate scale for the site and Councillor M Bell was asked to advise Planning Officers accordingly.

Councillor M Bell advised the Council that its current planning policy statement referred to an out of date document. He proposed, seconded by Councillor Walmsley, that the Council should adopt the following statement:

**The parish council accepts the inevitability of modest development in our parish. The council will strive to obtain the maximum positive influence with the planning bodies over the longer term. To this end the council should adopt a reasoned and consistent policy towards new developments.**

**Within those constraints the parish council will specifically oppose developments that do not conserve and enhance the character of the area.**

**We also recognise that we are a low sustainability area with minimal infrastructure.**

**The parish council will oppose any extension to the current policy boundaries within the parish."**

There was a discussion on whether Compton & Shawford could be described as a "low sustainability area" but most councillors considered that it was an appropriate description.

**Vote: For 5    Against 1    Abstention 0**

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

Councillor Caffyn presented her report. The SHRUG group was interested in seeing improvements to parking at the station but the SW Trains representative did not seem to convey similar enthusiasm.

Councillor Caffyn also reported that some Twyford parishioners had purchased the land known as Berry Meadow with a view to selling it to Twyford Parish Council within three years. It had been suggested that Compton & Shawford Parish Council may wish to help in financing the project. Twyford's chairman, Mike Andrews, could not see any valid reason why that should be the case. It was agreed that C&SPC would avoid any attempt to seek a contribution towards the purchase of Berry Meadow.

**16. Footpaths Representative's Report.**

Councillor Clay presented her report. She was delighted to report that the new gates for the footpaths on the Compton Estate had been installed. She had been approached by SOCCT to become a committee member but had declined because she did not feel that she was able to make a significant contribution towards the management of the copse.

**17. Playing Fields Management Committee - Convenor's report.**

In Councillor Millar's absence, the chairman presented her report. He added that there had been a delay in the start of the construction of the footpath between the MPF and Cliff Way but this had worked in the Council's favour, since it had allowed time to submit a successful bid to HCC for a grant of £1500 towards the cost of the project. Councillor Evans confirmed that the equipment at the Compton Play Area had been installed and the Clerk that Open Spaces Fund representatives had visited the site earlier in the day and subsequently agreed to forward the second tranche of funding.

**18. AOB**

The chairman wondered whether any councillor would like to attend the CPRE AGM, which would be held in Shawford Parish Hall at 1045 on 20 May 2009. He also asked councillors to confirm that they were content with the Clerk's record of the Annual Parish Meeting held on 23 April 2009. Apart from the misspelling of Mrs Soresbie's name, all councillors agreed that it was a true record.

**19. Date and venue of the next meeting.**

7.15 pm Tuesday 2 June 2009 in the Compton Room, Shawford Parish Hall.

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 at 7.15 pm on Tuesday 2 June 2009 in the Compton Room, Shawford Parish Hall.

Present: Councillors N Campbell-White, P Caffyn, M Bell, J Evans, J Millar, U Stevens, A Walmsley, Mr D Drake (Clerk) and, from 7.50 pm, Councillor G Beckett.

Apologies: Councillors S Clay and County Councillor C Bailey.

In attendance: PCSO Warren Carne (until 7.40pm), District Councillor E Bell and Mr J Dolphin.

### 1. Correspondence

Correspondence for the month of May 2009 was circulated to all councillors in attendance.

2. Minutes: To approve the minutes of the meeting held on 5 May 2009 (as circulated).

Councillor Bell proposed and Councillor Walmsley seconded that the minutes of the meeting held on 5 May 2009 were a true record.

Agreed: The Parish Councillors agreed, unanimously, that the minutes of the meeting held on 5 May 2009 were a true record.
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### 3. Matters Arising and Outstanding Action Points

The chairman reported that there was still no action concerning Shawford Down and, given the possibility that the proposed play area could further impact the chronic parking problems in Shawford, wondered whether it was worth pursuing. He had written to the headmistress of Compton School congratulating her on the recent inspection reports but was still awaiting Councillor Bailey's report on the traffic survey before writing to the Diocesan Board about the possibility of using the church field as a parking area. This was expected shortly.

In response to a question from the chairman, Councillor M Bell undertook to consult John Richardson about the arrangements for distributing the parish magazine to new arrivals.

Action: Councillor M Bell to consult John Richardson regarding the distribution of the parish magazine to new arrivals.
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*The meeting was suspended to permit statements, observations and questions from members of the public.*

In his capacity as Compton Primary School governor, Mr Dolphin reported that the use of church field for parking was still under review. In response to a question from Councillor Stevens, he confirmed that the OFSTED report had resulted in an overall 'good' with a few 'outstanding' features. Changing hats, he reported that SOCCT is currently looking for volunteers who are willing to undertake training on woodland equipment and for companies willing to sponsor the copse as part of their charity programmes.

### 4. Police Report.

PCSO Warren Carne informed the Council that there had been three reported crimes during the past month: two involved door to door salesmen and the third the theft of a small amount of money from an insecure room in a residential property. PCSO Carne added that Hampshire Constabulary had devised a programme to assist people in saying no to cold callers. This included the delivery of information packs to those householders requesting such assistance.

## 5. Finance and Administration Convenor's Report.

Councillor Walmsley apologised for not being able to submit a written report due to problems with his broadband connection. Following a short briefing on the financial summary by the Clerk, the list of cheques issued since 5 May 2009 was approved unanimously.

The chairman noted the Internal Auditor's report of 20 May 2009. He was pleased with the result. He congratulated the Clerk for having passed his first audit without any queries, other than the minor one below, which reflected how thoroughly he had grasped the minutiae of the Council's regulations and finances. The only issue for discussion was the recommendation that the Council should increase the Fidelity Guarantee Insurance to £52,000. Given that all bills are paid by cheque, which require the signatures of two councillors, he felt there was sufficient fiscal control: an increase in the insurance premium of £150 was an unnecessary expense. There were no dissenters. He had also noted the Internal Auditor's comment that the appointment of the Clerk as Responsible Financial Officer had not been included in the minutes of the meeting of 3 June 2008, nor had there been a reference to his starting salary. This should be corrected. He proposed that the Clerk should be appointed Responsible Finance Officer and that his starting salary, commensurate with NALC LC1 Spine Point 19, be recorded in the minutes: seconded by Councillor Stevens. Approved unanimously.

The chairman introduced the discussion on bi-monthly meetings by stating that there was a need for the Council to continually update its practices. Improvements in technology and communications and the need to encourage younger people to join the Council had led him to conclude there was a case for the introduction of a system of bi-monthly meetings but only if the practice of producing monthly convenor's reports is maintained. In the subsequent discussion Councillor Walmsley noted that the Finance and Administration Committee had recommended that the Council should continue with monthly meetings but that they should be restricted to the period 7.15pm - 9.30pm. The Committee felt that monthly meetings helped to maintain continuity and provided public access. This view was widely supported by other councillors. Councillor Evans, a working mother, supported the recommendation but said that it would be helpful if the meetings could start a little later: a suggestion supported by Councillor Stevens. Following further discussion, during which the importance of continuity and an ability to be able to respond within the allotted time to planning applications were both emphasised, Councillor Walmsley proposed that the Council should continue with monthly meetings but that they should be restricted to the period 7.30pm - 9.30pm: seconded by Councillor Stevens.

**Vote: For: 6 Against: 0 Abstain 2**

<b>Agreed:</b> The Parish Council to continue with its system of monthly meetings (with the exception of August): meetings to begin at 7.30 pm and end no later than 9.30pm.
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To aid the process of keeping council meetings to two hours, it was subsequently agreed that Councillor Walmsley and the Clerk would produce a template which emphasised those issues that required a decision from the full council.

<b>Action:</b> Councillor Walmsley and the Clerk to produce a new template for use by convenors.
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The chairman reported on discussions with the Sports Club regarding the insurance of the Jubilee Pavilion and Groundsman's Hut. The Sports Club had obtained a quote from Aon (a sub-division of the Council's insurers, Allianz,), which provided excellent cover for buildings, contents and public liability. However, there had been some confusion over the payment of the premium and, consequently, the Council had maintained cover on the two buildings. Following discussion, it was agreed that the Clerk should contact Aon to obtain confirmation, by email, that the Sports Club insurance policy had been effected at midnight on 1 June 2009. [Obtained at 1127 on 3 June 2009.] Once this issue had been resolved, the chairman suggested that he and Councillors Bell & Walmsley should meet to consider the implications with regard to the Sports Club lease and the Club's annual financial contribution towards maintenance costs. They would then produce a recommendation for discussion at the July council meeting. There were no dissenters.

**Action:** Councillors Campbell-White, Bell & Walmsley to consider the implications of the Sports Club taking over the insurance of the Jubilee Pavilion on the lease and to make a recommendation on the size of the Club's annual contribution, in time for the July council meeting.

#### **6. Parish Plan**

Councillor Stevens presented her report. She was disappointed that the Highways Agency appeared to have reneged upon a commitment to resurface the M3 with a 'quiet' surface in 2011. She intended to write to Mark Oaten MP to seek his support in bringing the matter to the attention of the Secretary of State for Transport. Councillor Caffyn thought that Councillor Stevens should be thanked for the enthusiastic manner in which she had pursued outstanding issues outlined in the Parish Plan. All agreed.

#### **7. Highways, Byways, M3 and Environment Committee.**

Councillor Caffyn reported that the speed light application forms had been submitted to HCC. She was concerned about the condition of the parish bus shelters, which were in urgent need of attention. She had the name of one contractor and would be grateful if councillors could suggest the names of other reliable painter/decorators. She was also considering implementing a programme to re-stain the parish notice boards.

#### **8. Planning Convenor's Report.**

Councillor M Bell presented his report. He noted that Woodlands Park was scheduled to go to committee in July. Since he would be on holiday, he hoped that one of his colleagues on the Planning Committee would be able to attend.

#### **9. Footpaths Representative's Report.**

In her absence, Councillor Clay's report was taken as read.

#### **10. Playing Fields Management Convenor's Report.**

Councillor Millar presented her report. The chairman reported that he had had a few problems with the contractor at the Memorial Playing Fields concerning delays and erratic working but that these had now been resolved. The new footpath between the top of the M.P.F. was almost complete. Community Service labour had been used to clear an area around the Jubilee Pavilion perimeter.

#### **11. CASCA**

Councillor Millar presented her report. Village Hall takings were good and the AGM is scheduled for 11 November 2009.

#### **12. Civic Service**

The chairman reported that he had been unable to contact Reverend Prescott to confirm the date of the service and whether Hursley would join in. Dignitaries' diaries were already filling up.

#### **13. Annual Parish Meeting**

The chairman reported that County Councillor Bailey was in consultation with HCC about the path in front of Park View. There were no other issues outstanding.

#### **14. AOB**

Councillor Evans reported that plans to convert the old post office building in Compton into two flats had been forwarded to Richard Botham, Head of Landlord Services, Winchester City Council.

#### **15. Date and venue of the next meeting.**

7.30 pm Tuesday 7 July 2009 in the Compton Room, Shawford Parish Hall.

Councillor P Caffyn  
Vice 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 at 7.30 pm Tuesday 7 July 2009 in the Compton Room, Shawford Parish Hall.

Present: Councillors P Caffyn (chairman), G Beckett (until 9.00pm), J Evans, J Millar, U Stevens, A Walmsley and Mr D Drake (Clerk).

Apologies: Councillors S Clay and County Councillor C Bailey.

In attendance: PCSO Nolan (until 7.40pm), County Councillor C Bailey (8.20pm), District Councillor E Bell (9.00pm).

## 1. Correspondence

Correspondence for the month of June 2009 was circulated to all councillors in attendance.

## 2. Police Report.

PCSO Nolan informed the Council that there had been nine reported incidents in the period 3 June - 7 July 2009. These included two reports of theft; two of criminal damage and three of rowdy behaviour. PCSO Nolan urged parishioners to take care of their valuables when relaxing beside the Itchen Canal.

3. Minutes: To approve the minutes of the meeting held on 2 June 2009 (as circulated).

Councillor Millar proposed and Councillor Walmsley seconded that the minutes of the meeting held on 2 June 2009 were a true record.

<p><b>Agreed:</b> The Parish Councillors agreed, unanimously, that the minutes of the meeting held on 2 June 2009 were a true record.</p>
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## 4. Matters Arising and Outstanding Action Points

Councillor Walmsley reported that a template for convenor reports had been produced. There had been some confusion over the distribution of the parish magazine but Councillor M Bell would speak to Mr Richardson upon return from holiday.

*There being no members of the public in attendance, the meeting was not suspended.*

## 5. County & District Councillors' Reports

Councillor Bailey reported that, following her re-election to Hampshire County Council, she had assumed a portfolio that included children's services, Hampshire Archives Trust and River Hamble management. She had been much encouraged by Chris Patey's suggestions about the siting of flashing speed lights within the parish and indicated that, in the near future, she would be meeting Chris Wilson, HCC, with regard to improving the footpath at Park View.

Councillor Beckett reported that a planning application to convert the Old Post Office building to 2 x 2 bedrooms and 2 x 1 bedroom flats would issue this week. He sought the views of councillors on whether WCC should:

- Seek a social housing partner, which would permit the Council to retain allocation rights and receive a sum of £40,000.
- Sell to a private developer for a potential sum of £400,000, of which £200,000 could be allocated to social housing within the district and £200,000 to the maintenance of current social housing stock.

- Sell the property as a commercial entity for a potential price of £300,000.

In the subsequent discussion concern was expressed that four flats could result in parking problems in Attwoods Drove but, overall, councillors expressed a desire for WCC to seek a social housing partner and to retain allocation rights.

Councillor Beckett also announced that the WCC budget of 2008/9 had resulted in a small surplus of £500,000 and that an opportunity to comment on the Core Strategy had closed on 4 July. With regard to the latter, Councillor Caffyn reported that, following consultation with councillors, Councillor M Bell had submitted a short comment supporting the principle of the development of a 'science park' but with reservations concerning landscaping, screening and visual intrusion.

Councillor E Bell was pleased to report that WCC had been allocated a second representative on the Southampton Airport Consultative Committee, which is hosted by Eastleigh BC. Both she and Councillor Bailey had attended a meeting at Veolia to discuss the proposed variation to conditions to allow the siting of two food compactor units at the Otterbourne Waste Transfer Station, which would result in five extra lorry movements per week. Otterbourne Parish Council believed the effect on their parishioners would be minimal.

#### 6. Finance and Administration Convenor's Report.

Councillor Walmsley presented his report. There was a general consensus that the draft template provided a good basis for convenor's reports and that it should be adopted for future meetings.

Proposed by Councillor Stevens, Seconded by Councillor Millar. Vote unanimous.

<b>Agreed:</b> The F&A template to be used by convenors for all future reports.
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Councillors Beckett and Evans declined the opportunity to be refunded for printing costs and their details were removed from the list of cheques issued since 2 June. Councillor Walmsley proposed and Councillor Caffyn seconded that the amended list should be approved by the Council. Vote: unanimous. [Councillor Walmsley later decided that he too did not require reimbursement and his details were also deleted from the list.]

<b>Agreed:</b> List of cheques approved for payment.
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Councillor Walmsley reported that the Clerk had received an inquiry from the manager of the Open Spaces Fund wondering whether the Parish Council would be prepared to release some of the funds allocated to Compton & Shawford to permit activity in other parishes. It was agreed unanimously that Clerk should reply indicating that the Council had no intention of releasing such funds and that the reply should be accompanied by the Council's statement of policy with regard to the Open Spaces Fund.

<b>Action:</b> The Clerk to write to the manager of the Open Spaces Fund explaining that the Parish Council had no intention of releasing funds allocated to Compton & Shawford for use by other parishes.
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Councillor Walmsley explained that the Sports Club had insured the Jubilee Pavilion for £275,000, which was £100,000 less than the figure shown on the asset register. He recommended that the Parish Council should commission an independent valuation of the property. Councillor Beckett suggested that the valuation should cover replacement at 'today's costs' and that it would be appropriate to seek a name(s) of personnel capable of undertaking such a task from the Royal Institute of Charter Surveyors (RICS). It was proposed by Councillor Walmsley and seconded by Councillor Stevens that Councillor Walmsley should approach RICS to obtain the name of an independent valuer and commission the required valuation.

<b>Action:</b> Councillor Walmsley to approach RICS to obtain the name of an independent valuer and commission a valuation of the Jubilee Pavilion.
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## 7. Highways, Byways, M3 and Environment Committee.

Councillor Caffyn presented her report. She had received a request from a resident in Otterbourne Road for the Parish Council to support a campaign to continue the 30 mph limit from Otterbourne. Initial inquiries with other residents had produce mixed results. She proposed that the parishioner should be asked to organise a survey of the residents in Otterbourne Road and that an article be included in the next edition of the parish magazine seeking views from all members of the parish. Based upon previous experience, Councillor Beckett believed that the police would be reluctant to support such a campaign, since the lower speed limit would be difficult to enforce. He suggested that it might be better to ask the police to enforce the current speed limit of 40mph. It was agreed unanimously that Councillor Caffyn should indicate a willingness of the Council to support the campaign to reduce the speed limit but that further evidence of support from local residents was required. In parallel the Clerk should write to Sgt E Port seeking the cooperation of the police in enforcing the current speed limit.

**Action:** Councillor Caffyn to request that the campaigners for a lower speed limit in Otterbourne Road produce evidence of majority support for such a move and the Clerk to write to Sgt E Port requesting that the police take action to enforce the current speed limit.

Councillor Caffyn reported that David Ball, HCC, had contacted Councillor Campbell-White about the creation of a bund at the bottom of Shawford Down to prevent further camping in this area. Councillor Campbell-White wondered whether HCC would consider taking the bund further back to create some parking in front of it. There was unanimous support for the proposal and Councillor Caffyn agreed to write to David Ball accordingly.

**Action:** Councillor Caffyn to write to David Ball, HCC, to see whether the Council would be prepared to extend the proposed bund at the base of Shawford Down to permit extra parking.

Councillor Caffyn noted that the Council had received an email about the proposed HCC Street Lighting PFI contract. The project provides that, in general, any lights currently more than 15 years old will be replaced during the first five years of the project. This should ensure that they last for the 25 years of the contract and for at least five years after the end of the contract i.e. until 2039. There should be no direct cost to the Council if lamps or columns are replaced as this should be met from government grant. The annual maintenance cost for each column, included in the project, is estimated at £35-£40, plus the cost of the energy used. The Clerk reported that the cost was very similar to the current budget. Following discussion, it was agreed that the Council should continue to pursue the PFI initiative.

## 8. Planning Convenor's Report.

In his absence Councillor M Bell's report was taken as read. Councillor E Bell reported that, although Captain Barnard was a major development, in view of the previous appeal decision and the relative lack of comment, it was likely that a decision would be decided under delegated powers. Together with Councillor M Bell she had also visited the Shawford Close site in May: an application for a detached dwelling to replace the existing building is currently under consideration by WCC. Finally, the enforcement officer of HCC is following up conditions related to the earlier appeal decision on Four Dell Farm, with regard to the landscaping of bunds and external lighting. The latter is likely to be referred to WCC Environmental Department for advice.

## 9. Parish Plan

Councillor Stevens presented her report. The Village Design Statement is progressing very well and an announcement has been placed in the parish magazine to research the degree of interest in a youth group in the village.

#### 10. Footpaths Representative's Report.

In her absence, Councillor Clay's report was taken as read.

#### 11. Playing Fields Management Convenor's Report.

Councillor Millar presented her report. Supported by Councillor Evans, she outlined plans to hold a meeting with interested people to produce a list of sports equipment that could be installed for training purposes at the Memorial Playing Fields. Funding would be sought from the Open Spaces Fund. Following discussion it was agreed that representatives of the Sports Club, Lawn Tennis and Cricket Clubs should be invited to participate in the proposed meeting and that, once a list of requirements had been agreed, funding should be sought from the Open Spaces Fund. Councillor Millar proposed, seconded by Councillor Stevens, that once a list of sports training equipment had been produced, the Council should in principle seek funding for the project from the Open Spaces Fund. Vote unanimous.

#### 12. CASCA

Councillor Millar presented her report. Bookings for the parish hall continue to be good and income is healthy.

#### 13. Civic Service

The Clerk reported that the Mayor of Eastleigh and Deputy Mayor of Winchester had accepted invitations to attend the Civic Service on 18 October at All Saints Church, Compton. An invitation had also been extended to Hursley Parish Council. He requested that councillors provide him with suggestions for the guest list by 31 August, in order that invitations can issue in the first week of September. Councillor Walmsley agreed to liaise with the headmistress of Compton School over the arrangements for car parking and reception.

<b>Action:</b> Councillor Walmsley to consult the headmistress of Compton School about the arrangements for the Civic Service on 18 October 2009.
---

#### 14. Date and venue of the next meeting.

7.30 pm Tuesday 1 September in the Compton Room, Shawford Parish Hall.

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 at 7.30 pm Tuesday  
1 September 2009 in the Compton Room, Shawford Parish Hall.**

**Present:** Councillors N Campbell-White (Chairman), M Bell, S Clay, J Evans, A Walmsley and  
Mrs J Ayre (Clerk standing-in).

**Apologies:** Councillors P Caffyn, G Beckett, J Millar, U Stevens, District Councillor E Bell.

**In attendance:** PCSO Cooper (until 7.40pm), County Councillor C Bailey.

## 1. Correspondence

Correspondence had been circulated to all councillors for their response.

## 2. Apologies for absence

As noted above.

## 3. Police Report

PCSO Cooper informed the Council that there had been six reported incidents in the period 7 July - 1 September. These included one report of theft; one non-dwelling burglary; two suspicious incidents; one theft from a motor vehicle and one trespass. PC Cooper advised that valuables should not be left inside cars or car boots when owners were out walking.

## 4. Minutes:

To approve the minutes of the meeting held on 7 July 2009 (as circulated).

Councillor Walmsley proposed and Councillor Evans seconded that the minutes of the meeting held on 7 July 2009 were a true record.

<p><b>Agreed:</b> The Parish Councillors agreed, unanimously, that the minutes of the meeting held on 7 July 2009 were a true record.</p>
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## 5. Matters Arising and Outstanding Action Points

**Compton Street School:** A report from Councillor Bailey was awaited before the Chairman could write to the Diocesan Board requesting that the church field be used as a school parking area.

**Sports Club Insurance of Jubilee Pavilion:** The matter had not been progressed as there were no officers of the Sports Club in place to make the decision.

**Valuation of Jubilee Pavilion:** Councillor Walmsley had contacted a valuer who had visited the pavilion and the report was awaited.

**Arrangements for Venue of Civic Service Reception and Car Parking:** Councillor Walmsley advised that the headmistress of Compton School had given permission for the school to be used.

**Lower Speed Limit on Otterbourne Road:** Councillor Campbell-White reported that a number of leaflets had been sent out to households within the area. Collation of results from the return forms had not yet been completed. The Clerk had written to the police to request enforcement of the current speed limit.

**Shawford Down Car Parking:** Councillor Campbell-White reported that talks about the proposed bund were continuing with David Ball

**Open Spaces Fund:** The Clerk had written to WCC advising that the Parish Council had no intention of releasing funds allocated to Compton & Shawford for use by any other Parishes.

***There being no members of the public in attendance, the meeting was not suspended.***

## 6. County & District Councillors' Reports

Councillor Bailey presented her report to the Meeting which was read by all Councillors. There were no questions arising. Councillor Bailey was thanked by the Parish Council for her persistence and positive result in ensuring the No 63 bus service remained operative.

Councillor E Bell had submitted a report to the Meeting which was read by all Councillors. There were no questions arising.

Cllr Walmsley asked if the reports could be emailed to Councillors either before or after the meeting. This would be followed up with the Clerk who currently received the reports by email.

## 7. Planning Committee - Convenor's Report

Councillor Bell presented his report. He noted that the application for Sherbrooke would be going to Committee and he hoped to attend. A new application had been received for Highdown, Cliff Way which would be assessed. The re-submission for Lynchets, Hurdle Way had received adverse comment by WCC Landscape Dept. An objection would be submitted on same grounds as the previous application and that it did not adhere to Village Design Statement guidelines. A request for it to go to Committee would also be made. The application for Compton Heights, Cliff Way had been refused by WCC on many grounds. Mr J Venn had been given permission from 24 August to 6 September to use the grain drier at Four Dell Farm on Saturday, Sunday and Bank Holiday after which further application for use would be required.

**Agreed:** An objection to the Lynchets re-submission should be submitted to WCC with request for it to go to Committee.

## 8. Finance and Administration Committee - Convenor's Report

Councillor Walmsley presented his report. The PCC had agreed that new residents would receive free subscription to the parish magazine for the remainder of the current subscription year which would form part of the Welcome Pack. A representative to attend the HALC AGM on 10 October was requested. There was no decision as to who would attend. The review of the Sports Club's contribution to the Parish Council for 2009/10 reflecting its agreement to insure the pavilion had not been progressed as there were no officers in place at present to carry forward discussions. The second half Precept had been received and also a £1,500 grant from HCC for the footpath between Cliff Way and MPF. A credit for £15,148.66 was queried and the Clerk would be consulted. The list of cheques presented for payment was approved.

**Action:** The Clerk to advise regarding the query of the £15,148.66 credit.

**Agreed:** List of cheques approved for payment.

## 9. Highways, Byways, M3 and Environment Committee

Councillor Caffyn had submitted her report. Councillor Campbell-White reported that the matter of the bund for the car park had been progressed with David Ball, but no decision had been taken. Fencing of the area could be a possibility if there was to be a children's play area there. Councillor Caffyn would progress the matter with David Ball. The decision on the Otterbourne Road speed limit was deferred to next meeting. The flashing speed light was being dealt with by Councillor Caffyn and the Clerk. Councillor Stevens and County Councillor Bailey were dealing with the ongoing question of resurfacing of the M3 and this would be carried forward as an Agenda Item for next meeting.

**Action:** Councillor Caffyn to follow up with David Ball, HCC, regarding the proposed bund or fencing at the base of Shawford Down.

## 10. Parish Plan

Matters were deferred to next meeting.

## 11. Footpaths Representative's Report

Councillor Clay presented her report. A few horses still appeared to be using some of the footpaths. Despite reporting to HCC, not all paths had been trimmed back. It was unknown who had been appointed as the new Rights of Way Officer and little could be furthered until then.

## 12. Playing Fields Management Committee - Convenor's Report

Councillor Millar had submitted a report which Councillor Evans presented to the meeting. Training/fitness equipment around the perimeter of MPF was being investigated. It was suggested that a quotation for a cradle swing in addition to a roundabout should be sought for the one new item in MPF play area. High netting was being investigated to improve the ball protection at the Compton Street/Attwoods Drove playground.

<b>Agreed:</b> The Parish Councillors approved progression on all three matters.
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## 13. CASCA

In the absence of Councillor Millar her report was taken as read. Councillor Campbell-White asked Councillors to support the AGM on 11 November at 7.30 pm in Shawford Parish Hall.

## 14. Civic Service

Hosted this year by Compton & Shawford on Sunday 18 October. Hursley Parish had agreed to participate. Invitations would be sent out w/c 8 September. The Mayor of Eastleigh and Deputy Mayor of Winchester had agreed to attend. Catering was discussed. This had been provided by Councillors and their partners in previous years. Due to the increase in numbers attending the Chairman made suggestions for consideration: reducing catering to bought items only, supplementing home-made food with some bought items, simplifying type of food. Views expressed included: a mixture of home-made and bought items could be offered; it could be left to Councillors/partners to decide which they preferred to offer; items should be finger food not requiring plates; a request for bite-size sandwiches to remain.

<b>Action:</b> The Chairman would inform Councillor Millar of the various views so that she might make her decision.
--

## 15. Date and venue of the next meeting.

7.30 pm Tuesday 6 October in the Compton Room, Shawford Parish Hall. \*\*  
The Chairman advised that the Annual Parish Meeting had been scheduled for 28 April 2010.

Councillor N Campbell-White  
Chairman

\*\*

Please note amendment to the above: The next meeting will be held at the Scout Hall Attwoods Drove Compton not (not) Shawford Village Hall.

\*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 at 7.30 pm Tuesday  
6 October 2009 in the Reeves Scout Hall, Compton.

Present: Councillors P Caffyn (Chairman), M Bell, J Millar, U Stevens, A Walmsley and Mr D Drake  
(Clerk)

In attendance: County Councillor C Bailey, District Councillor E Bell, PC J Zubaidi and four  
members of the public.

### 1. Correspondence

Correspondence was circulated to all councillors for perusal.

### 2. Apologies for absence

Councillors N Campbell-White, G Beckett, J Evans and S Clay.

### 3. Police Report

PC Joe Zubaidi informed the Council that there had been five reported incidents in the period 1  
September - 6 October 2009. These included the theft of tools from a garage and a dog from a  
farm in Shawford. (Councillor Caffyn noted that the dog had now been recovered.) The other three  
incidents concerned damage to a vehicle, a loud party and vehicle nuisance.

### 4. Minutes: To approve the minutes of the meeting held on 1 September 2009 (as circulated).

Councillor Walmsley proposed, and Councillor M Bell seconded, that the minutes of the meeting  
held on 1 September 2009 were a true record.

Agreed: The Parish Councillors agreed, unanimously, that the minutes of the meeting held on 1 September 2009 were a true record.
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### 5. Matters Arising and Outstanding Action Points

Compton Street School: Councillor Bailey reported that 75% of parents were in favour of using  
church field as a car park but that a member of the Travel Plan committee, an ex governor who is  
also on the Church PPC, had said that it would be up to the PPC to decide and that he personally  
was not keen.

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

6. Mr Andrew Witt sought the views of councillors on Winchester City Council's plans for the Old  
Post Office and stores building. He had objected to the plans on grounds that it was not an  
appropriate building for the village and potential parking problems. Councillor Caffyn indicated  
that this subject would be discussed by councillors later in the meeting. Mrs Wilmshurst also had  
concerns about potential parking problems at the Old Post Office Building; security of the Compton  
Playing fields gate and the repair of the 'Leading to Attwoods Drove' road sign. Councillor Millar  
agreed to look at securing the gate and Councillor Caffyn to repairing the road sign.

## 7. County & District Councillors' Reports

Councillor Bailey presented her report to the Meeting which was read by all Councillors. Councillor Bailey drew councillors' attention to the request for a reduction in the speed limit along Otterbourne Road and road repairs to the M3. Councillor Caffyn remarked that both issues were to be discussed by councillors later in the meeting. Councillor E Bell presented her report which was read by all Councillors. She drew attention to the announcement of a delay in the production of the Local Development Framework.

## 8. Planning Committee - Convenor's Report

Councillor Bell presented his report. He noted that there was one inaccuracy: the planning officer for 'Lynchets' was Simon Avery, not Ian Cousins. Following discussion it was agreed that the Council should object to the WCC plans for the Old Post Office Building on grounds that it was an overdevelopment of the site and because of potential parking problems. Councillor Bell advised councillors that a decision on granting Bushfield 'village green status' would be made on evidence of such use alone. Following discussion Councillor Caffyn proposed, seconded by Councillor Walmsley, the following resolution:

The Parish Council recognises the importance of Bushfield as a recreational area and continues to support its use for this purpose. The Council would appreciate the opportunity to remain fully engaged with Winchester City Council on its potential use, as outlined in the Local Development Framework.

**Vote:** For: 4 Abstain: 1.

<b>Action:</b> Clerk to inform HCC of the Council's position with regard to Bushfield.
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## 9. Finance and Administration Committee - Convenor's Report

Councillor Walmsley presented his report. Following advice from Councillor Beckett, which indicated that landscape contract engineering prices were falling, he proposed that the Parish Council should contact Jim Kimber, whose contract expires on 31 October 2009, to see whether he (Kimber) would be prepared to extend the contract for one more year at current rates: seconded by Councillor Millar. Carried unanimously.

<b>Action:</b> Clerk to contact Jim Kimber to see whether he would be prepared extend his current contract until 31 October 2010 at current prices.
---

Following the recent property valuations, which had resulted in the Parish Hall and caretaker's cottage being valued at £755,000 and £162,000 respectively, Councillor Walmsley proposed that the Council, as landlord, should write to CASCA indicating that the buildings insurance on both properties should be raised to these levels: seconded by Councillor Millar. Carried Unanimously.

Councillor Walmsley reported that the Jubilee Pavilion had also been revalued at £445,000 and the clerk had been given instructions to inform the Sports Club that buildings insurance should be raised to £450,000 (including the shed). The clerk reported that he had received an email from the Sports Club treasurer just before he departed for the meeting indicating that no action had been taken. This left the Council in a very vulnerable position: the Jubilee Pavilion was currently insured for only £250,000 and, under the terms of the lease, the Council is responsible for "full reinstatement costs". Following discussion, the following resolution was proposed by Councillor Bell and seconded by Councillor Millar:

The Parish Council is concerned that the Sports Club treasurer has yet to respond to the clerk's request for buildings insurance cover to be raised to £450,000. It recommends that a reminder should be sent to the Sports Club together with notification that, should it not be increased by 1300 Friday 9 October 2009, the Parish Council will resume cover for the Jubilee Pavilion and invoice the Club for the previously agreed annual contribution of £2000.

**Vote:** For 4 Abstain 1 Against 0

Councillor Walmsley reported that the Lawn Tennis Club, having obtained planning permission for new floodlights on the third court and replacement lights on courts 1 and 2, has applied for a grant from the LTA towards the work. The LTA, which is administering funds from the Lotteries Commission, has to pass the Commission's requirement for a 21 year lease. Without this extension, the LTC would lose out on the £19,000 grant. Following discussion, Councillor Stevens proposed, and Councillor Walmsley seconded, the following resolution:

The Parish Council is prepared to extend the lease with the Lawn Tennis Club until 31 December 2030, provided the Club meets all of the Council's legal fees and accepts a change in hours of operation to those currently applied to planning approval viz. 0900 - 2130. Carried unanimously.

**Action:** Clerk to advise CASCA, Sports & Lawn Tennis Clubs of the above decisions.

Councillor Walmsley reported that the auditor had raised just one question about the accounts for 2008/9: whether the required permission had been obtained from HMRC to pay the retiring clerk's gratuity tax free. Councillor Caffyn proposed, seconded by Councillor Stevens, that, for the official record, the Parish Council notes that, with one exception (retiring clerk's gratuity), the Accounts for the financial year 2008/9 have been approved by the Audit Commission. Carried unanimously. [The clerk wrote to HMRC on 23 September 2009 to obtain written approval for the Council to pay the retiring clerk's gratuity free of tax.]

The clerk reported that, following the resignation of Councillor Clay there was a casual vacancy on the Parish Council. Notices to this effect had been placed on village notice boards on 21 September, an announcement had appeared in the Hampshire Chronicle on 24 September and an advertisement placed in the September edition of the parish magazine. As yet no-one had indicated an interest in the position. The notice period ends on Friday 9 October, should the position remain the same, then the Parish council was free to co-opt a new councillor, without the necessity of an election. Councillor Caffyn, seconded by Councillor Millar proposed that the Parish Council should record a vote of thanks to Councillor Clay for her energetic and positive contribution to improvements within the parish, particularly with regard to footpaths, during her time as a parish councillor. Carried unanimously.

#### 10. Highways, Byways, M3 and Environment Committee

Councillor Caffyn submitted her report. She informed the Council that the terms offered in the HCC PFI Street Lighting were particularly attractive and should result in a reduction in costs on the use and maintenance of the parish's street lights. She recommended that the Parish Council should accept the terms offered under the Street Lighting PFI contract, as indicated in the proposed agreement with Hampshire County Council. All agreed. Councillor Caffyn also reported that essential maintenance on the bus shelters and notice boards was in hand.

**Action:** Clerk to inform HCC of the Council's willingness to enter into the HCC PFI contract.

Councillor Stevens informed the Council that she was engaged in correspondence with the Highways Agency, Department for Transport and Mark Oaten MP on the need for the M3 surface to be renewed as a matter of urgency. Recent repairs had resulted in a marked reduction in the level of noise. It was imperative that the entire road system was resurfaced as a matter of urgency but neither the Highways Agency nor the DfT seemed interested in accelerating the current resurfacing programme. She intended to raise the issue with prospective parliamentary candidates, Steve Brine and Martin Tod, to ensure that M3 resurfacing becomes an 'election issue'.

The Council discussed the implications of Mr Whitford's request, endorsed by Councillor Bailey, to support a campaign to reduce the speed limit along Otterbourne Road. Opinions were divided: some councillors were in favour of extending the speed limit all the way to Compton Street but others were concerned upon possibility of a negative impact on planning policy i.e. a lower speed limit resulting in increased development of Compton Down. Councillor Walmsley proposed,



seconded by Councillor Stevens, that a decision should be deferred until representatives of the parish's eight residents' associations had been consulted. Carried unanimously. Meanwhile Mr Whitford should be thanked for his efforts to highlight the problem of speeding traffic along Otterbourne Road.

**Action:** The clerk to email the eight Compton & Shawford Resident Associations seeking their views on the proposal to reduce the speed limit on Otterbourne Road.

Councillor Caffyn reported that there was a problem with the lease proposed by HCC for the operation of flashing speed lights within the village. The council's insurers were not prepared to provide indemnity for the County Council, as the current policy covers the Parish Council's responsibility, only. The clerk had written to HCC's legal department highlighting this problem but had not yet received a reply. A decision on the lease was deferred until the November meeting.

#### 11. Parish Plan

Councillor Stevens reported that she was trying to provide some impetus to the process of producing a Village Design Statement and hoped to have more to report at the next meeting.

#### 12. Playing Fields Management Committee - Convenor's Report

Councillor Millar presented her report. Discussions had taken place between the Council's chairman, Councillor Campbell-White, Councillor Caffyn and HCC's David Ball regarding the principle of a play area about the size of a tennis court at the foot of Shawford Down. Open Spaces Funding should be available to provide the necessary play equipment.

Councillor Millar expressed concern at the condition of the safety surface of the MPF play area. Two quotes had been received: one for complete replacement (£5,626) and the other for repair (£1,070). However, since she had just received notice that the Open Spaces Fund was prepared to fund full replacement, she recommended that the Council should seek further quotes for this, the best, option. All agreed. Councillor Millar agreed to present the Council with a proposal at the November meeting.

**Agreed:** Councillor Millar to produce a proposal for the complete replacement of the MPF play area safety surface at the 3 November meeting.

#### 13. CASCA

Councillor Millar advised councillors that the CASCA AGM would take place on 11 November and the Christmas Party on 4 December. She hoped for a good turn out of councillors at both events.

#### 14. Civic Service

The clerk reported that 158 invitations had issued on 8 September. To date 36 people (plus guests) had accepted and 39 declined. Mark Oaten MP had declined but the Liberal Democrat parliamentary candidate, Martin Tod, had accepted. Councillor Millar confirmed that, assisted by Mrs Campbell-White, she would organise sandwiches and purchase savouries for the reception. Councillor Campbell-White would organise the wine and soft drinks.

#### 15. Date and venue of the next meeting.

7.30 pm Tuesday 3 November 2009 in the Compton Room, Shawford Parish Hall.

Councillor P Caffyn  
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 at 7.30 pm Tuesday  
3 November 2009 in the Compton Room, Shawford Parish Hall.**

**Present:** Councillors P Caffyn (Chairman), G Beckett, M Bell, J Evans, J Millar, U Stevens, A Walmsley and Mr D Drake (Clerk)

**In attendance:** County Councillor C Bailey, District Councillor E Bell, PCSO W Carne and six members of the public.

## 1. Correspondence

Correspondence was circulated to all councillors for perusal.

## 2. Apologies for absence

Councillor N Campbell-White.

## 3. Police Report

PCSO Warren Carne informed the Council that there had been two reported incidents in the period 6 October - 3 November 2009. A police patrol had discovered persons in the possession of a small amount of a substance, believed to be cannabis, in the car park in Shawford Down and a bicycle had been stolen from Shawford railway station.

## 4. Minutes:

To approve the minutes of the meeting held on 6 October 2009 (as circulated).

Councillor Bell proposed, and Councillor J Millar seconded, that the minutes of the meeting held on 6 October 2009 were a true record.

<p><b>Agreed:</b> The Parish Councillors agreed, unanimously, that the minutes of the meeting held on 6 October 2009 were a true record.</p>
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## 5. Matters Arising and Outstanding Action Points

Councillor Caffyn reported that the chairman had written to the Diocesan Board requesting that the church field be used as a school parking area. The clerk reported that the LTC had agreed to the council's terms for the extension of the lease and the Sports Club had increased the level of buildings insurance on the Jubilee Pavilion.

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

6. Mr Andrew Witt requested confirmation that the Parish Council would be represented at the planning committee meeting on 19 November at which proposals for the Old Post Office building in Attwoods Drove would be discussed. Councillor M Bell confirmed that he would be present. Mr Whitford referred to the paper he had submitted to the Council in early October, requesting that the speed limit along Otterbourne Road from Otterbourne to Southdown Road should be reduced to 30 mph. He hoped that the council would support his proposal. Mrs Sylvester raised concerns about the safety of pedestrians, especially children, using Otterbourne Road (from Southdown Road to Compton Street). Andrew Witt inquired about the possibility of parishioners being able to use the buses that will be employed on the Park & Ride service, when it is introduced in April 2010.

## 7. County & District Councillors' Reports

**Councillor Bailey** presented her report. She urged the Council to support the proposed HCC review of the speed limit along Otterbourne Road, which is scheduled to take place within this financial year. As regards the Park & Ride service, she understood that parents of pupils at Kings School may be able to use the service initially but, as demand grows, they may be charged the full cost.

**Councillor E Bell** presented her report. She had met members of the Compton Tenants Association in the afternoon. Issues raised included blocked gulleys and rainwater runoff from the Attwoods Drove farm track; complaints by bus drivers over access to the close; damage by turning cars to the lane entrance next to Lane House and dogs in the Play Area. Councillor Caffyn indicated that she would investigate the highways issues and Councillor Millar added that consideration was already being given to posting a notice about the need for dog owners to collect and remove dog waste from the play area.

**Councillor Beckett** presented his report. He confirmed that a planning application for change of use of Compton Post Office, from commercial to four dwellings, was planned to go before the committee on 19 November. He advised that councillors should note that the City Council will then seek offers for the disposal of the property and will accept the best offer. But the eventual purchaser may seek an alternative consent and it should not be assumed that the property will be developed in line with the consent extant at the time of disposal. He also advised councillors that some of the Park & Ride service's capacity would be taken up by season ticket holders from the large employers on Romsey Road, which should alleviate congestion during rush hours. The route would also provide easier access for parishioners wishing to use facilities in Romsey Road, such as the hospital. Councillor Walmsley was disappointed to note that the Park & Ride service was not scheduled call at Shawford, which could reduce the parking problems at Shawford railway station. Councillor Beckett commented that, since negotiations with bus operators were still continuing, any reasonable proposals for other use could be considered.

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

Councillor Caffyn presented her report. She drew attention to her breakdown of comments received from parishioners following Mr Whitford's request that the Parish Council should support the campaign to reduce the speed limit along Otterbourne Road. There were two stretches of the road to be considered:

(1) From Otterbourne (Poles Road) up to Southdown Road.

(2) From Southdown Road to just beyond Compton Street.

It would appear, from the leaflets returned and emails received, that opinions within the parish were almost equally divided between those in favour and those against. But it should be noted that there was a significant 'silent' majority that had not expressed any opinion.

In the subsequent discussion, it was agreed that the Parish Council should establish close contact with the HCC traffic engineers that will undertake the scheduled review of the speed limit along Otterbourne Road and that a request should be made for the review to be undertaken as soon as possible. Councillor Beckett proposed, seconded by Councillor Caffyn, that the Parish Council should write to HCC Highways Department requesting that the review of the speed limit along Otterbourne Road, from Poles Lane to Compton Street, should be undertaken as soon as possible and that the Parish Council should be involved in the process of the review. **Agreed unanimously.**

<p><b>Action:</b> Chairman to write to HCC Highways requesting that the review of the speed limit on Otterbourne Road should be undertaken as soon as possible and the Parish Council should be involved in the process of the review.</p>
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At the request of the chairman, the clerk reported that, with regard to the flashing speed lights, agreement had been reached on a form of words that was acceptable to both HCC and the Council's insurers. But, since the initial cost of equipment (£1401.60) was in excess of the budgeted figure of £1000, he recommended that the excess should be debited to the contingency fund. **All agreed.** The clerk also reported that HCC had redrafted the Street Lighting PFI agreement to include a management figure of 3% on energy costs. This was less than the figure originally envisaged of 8%.

[Following the meeting, Councillor Caffyn signed both agreements.]

#### 9. CASCA - Convenor's Report

Councillor Millar reported that the chairman had encountered difficulty with HCC over the lopping of two Norway maples on Pearson Lane. However, an accommodation had now been made and planning permission for them to be lopped was now being sought. The recent revaluation of the village hall and caretakers cottage had resulted in a significant increase in insurance costs. The clerk undertook to provide the chairman with the name of an alternative insurer. Councillor Millar reminded councillors that the CASCA AGM would be held on 11 November and the Christmas party on 4 December.

#### 10. Finance & Administration - Convenor's Report

Councillor Walmsley submitted his report. He recommended that the Parish Council invoice the Sports Club for an annual contribution of £1000, this being a reduction from last year's agreed figure of £2000, which recognises the revised insurance arrangements. A covering letter should also be sent with the invoice to request a meeting with the Sports Club over revisions to the lease necessitated by the revised insurance arrangements. Proposed by Councillor Caffyn, seconded by Councillor Bell. **Agreed unanimously.**

**Action:** Councillor Walmsley to write to the Sports Club requesting a meeting to review the lease.

Councillor Walmsley recommended that the Parish Council place £30,000 on deposit for a further 12 month period, there being no anticipated need for the funds within that time. Councillor Beckett recommended that the Council should aim to have 25% of funds on short term deposit. The clerk confirmed that this would still be the case. Councillor Walmsley proposed and Councillor Stevens seconded that £30,000 should be placed on deposit with the Bank of Scotland for 12 months. **Agreed unanimously.**

**Agreed:** £30,000 to be placed with the Bank of Scotland on 12 months deposit.

Councillor Walmsley advised all councillors there was a need for them to consider their budgets for the next financial year. The clerk would prepare a summary for discussion at the PC meeting on 1 December. He also noted in the correspondence file a request from Winchester CAB for a grant. Given that the CAB is supported nationally and by WCC, he felt this would not be an appropriate use of parish funds. All agreed. Councillor Walmsley also noted the BT letter offering to sell the telephone kiosk to the Parish Council for £1. He suggested that the proposal should be placed on the agenda for the next meeting. Finally he proposed, seconded by Councillor Beckett, that the list of cheques issued since 6 October 2009 should be approved. **Agreed unanimously.**

**Action:** Clerk to prepare a draft budget summary by 1 December 2009, to inform Winchester CAB about the decision not to support its request for a grant and to ensure the possible purchase of the BT telephone kiosk is placed on the agenda for December.

#### 11. Playing Fields Management Committee - Convenor's Report

Councillor Millar presented her report. She announced that Councillor Campbell-White was in the process of producing a specification for the grass cutting contract and that Playdale/Meridian had submitted the lowest tender for the repair of the MPF play area surface (£7,787.80). An application would now be made to the Open Spaces Fund to obtain funding for the latter. She noted that the gate at the Compton play area was in a poor condition and proposed that it should be replaced, seconded by Councillor Caffyn. **All agreed.** Councillor Millar also reported that she was extremely grateful to John Richardson, who had repaired a damaged fence panel at the MPF on his own initiative.

**Agreed:** The gate at the Compton play area to be replaced.

## **12. Planning Committee - Convenor's Report**

Councillor M Bell presented his report. He would attend the planning committee meeting on 19 November at which it was expected that future of the old Compton Post Office building would be discussed. Councillor Beckett recommended that, since he was the leader of the WCC, any comments on plans for the Compton Post Office should be referred through Councillor E Bell.

## **13. Parish Plan**

Councillor Stevens presented her report. She announced that the Village Design Statement is now in its sixth draft and that, on the current timescale, the final draft will be forwarded to Winchester City Council by the end of November. Councillor Evans wondered whether the VDS included plans for affordable housing. Councillor Beckett reported that HCC had agreed to sell land for this purpose at the end of Martins Field. Councillor Stevens offered to investigate further.

Councillor Stevens also reported that she had also been in correspondence with the Highways Agency about the resurfacing of the M3 between junctions 10 & 12. In this regard there had been a brief mention of the Council's endeavours in the Hampshire Chronicle of 29 October. A more extensive article could be expected in this week's edition. She was grateful to the parliamentary candidate, Steve Brine, for his active support in the Council's campaign to obtain a quieter surface for the M3.

## **14. Date and venue of the next meeting.**

7.30 pm Tuesday 1 December 2009 in the Compton Room, Shawford Parish Hall.

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 at 7.30 pm Tuesday 1 December 2009 in the Compton Room, Shawford Parish Hall.**

**Present:** Councillors N Campbell-White (chairman), P Caffyn, M Bell, J Evans, J Millar, U Stevens, A Walmsley and Mr D Drake (Clerk)

**Apologies:** Councillor G Beckett

**In attendance:** District Councillor E Bell (from 9:10pm), PC Mark Smith and two members of the public.

### **1. Correspondence**

Correspondence was circulated to all councillors for perusal.

### **2. Police Report**

PC Mark Smith informed the council that six offences had been reported to the police since 3 November. They included thefts from a stable and motor vehicle, 2 instances of criminal damage, an attempted theft of a horse box and one public order parking dispute. PC Smith also mentioned that there had been a report of a suspicious male using a bus stop in the mornings, at the same time as school children. He then requested that the public should be aware of the heightened risk of theft to plant and rural equipment. He mentioned that the police were seeking the cooperation of parish councils in an attempt to reduce police officer attendance at council meetings to once per quarter. The chairman indicated that he would consult all councillors for their opinions and that the issue would be discussed at the next meeting on 5 January. PC Smith confirmed that police attendance at the annual parish meeting would not be part of the quarterly meeting cycle.

### **3. Minutes**

Councillor Caffyn proposed, and Councillor M Bell seconded, that the minutes of the meeting held on 3 November 2009 were a true record.

**Vote:** Unanimous

### **4. Matters Arising and Outstanding Action Points**

The chairman commented that he had been surprised to see HCC had agreed to allow social housing on land to the north of Martins Fields. He recalled that, in the past, Councillor Millar had worked hard in this regard, without success. Councillor Stevens added that she had not had time to follow up on Councillor Beckett's comment but was actively seeking the name of a contact within HCC. She hoped to be able to report back at the next meeting. Councillor Evans believed that WCC had approved plans for six or seven units of social housing on the site.

The chairman also noted that the council had not approved a request for a grant from Winchester Citizens Advice Bureau. Declaring an interest as a trustee of the CAB, he emphasised that many people within the parish had received advice from the bureau and hoped that the council would make an exception to its general rule of not responding to requests for grants. Several councillors believed that a change in the rule would lead to confusion and disappointment amongst other organisations seeking grants. Nevertheless it was agreed that the policy concerning requests for grants should be discussed at the next meeting in January.

**Action:** Clerk to ensure that the council's policy on grants is placed on the January agenda.

The chairman noted that, with the exception of the production of a specification for the next grass cutting contract, all other outstanding actions had been actioned. Both he and the clerk would be meeting representatives of the Sports Club to discuss changes to lease on 9 December.

## 5. County Councillor's Report

In her absence, the chairman presented Councillor Bailey's report. Councillor Caffyn noted that Councillor Bailey had raised the poor state of the Park View footway with the Highways Department. She too had raised this issue with the department, emphasising that it now constituted a health and safety risk. There were no other comments on the report.

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

6. Mr Witt thanked the council for its efforts in speaking against the proposal to convert the Compton Post Office building into four flats. The clerk noted that Councillor Beckett had received information from the Estates Department that a new plan for conversion to two flats would be presented shortly. Mr Russell mentioned that he had just had a useful conversation with PC Smith, during which he had reported concerns about a dangerous dog within the village.

## 7. Planning

Councillor Bell presented his report. He mentioned that both he and District Councillor Eleanor Bell had attended the planning committee meeting, which had rejected the plans for the Compton Post Office. He looked forward to seeing the revised plans in due course.

## 8. Finance and Administration

Councillor Walmsley presented his report. He proposed that the precept for next year's budget, discussed and agreed at the F& A meeting 24.11.09, should be set at £27,170, an increase of less than 0.5%: seconded by Councillor Bell.

**Vote:** Unanimous

**Agreed:** The precept for 2010/11 should be set at £27,170

Councillor Walmsley proposed that the council should set aside £15,000 of its reserves against future renovation costs of the caretaker's cottage, estimated at around £20,000: seconded by Councillor Bell. Councillor Evans had noted, at the CASCA AGM, that the organisation had significant reserves set aside for renovation of the parish hall and wondered whether a further commitment was necessary. The clerk noted that while sums could be set aside for certain projects, such sums could be diverted to other projects, if councillors deemed them to be more important.

**Vote: For 6 Abstention 1**

**Agreed:** £15,000 to be set aside for the possible renovation of the caretaker's cottage.

Councillor Walmsley noted that a meeting with the new chairman and secretary of the Sports Club had been arranged for Wednesday 9 December. While he could not attend, the chairman and clerk would represent the council. At the chairman's invitation, Councillor Bell also agreed to attend.

The chairman reported that he had spoken to several potential candidates for the casual vacancy on the council, without success. Councillor Caffyn agreed to consult a new arrival in the village, who had previously served on a local council to see if she would be interested.

Councillor Walmsley proposed that the list of cheques presented for payment should be approved: seconded by Councillor Caffyn.

**Vote:** Unanimous

## 9. Playing Fields Management

Councillor Millar presented her report. Councillor Evans confirmed that the Open Spaces Fund had agreed to meet the cost of repairs to the play area surface and the provision of new equipment at the Memorial Playing Fields. A cheque would issue shortly. She also indicated that WCC would provide a dog waste bin at the Compton Play Area at no cost but the council would incur a small fee of £3.10 monthly for its emptying. The chairman asked Councillor Millar to consult her committee about the positioning of the bin and to inform WCC accordingly. Councillor Evans added that she had been in contact with SERCO about a replacement wheelie bin at the Compton Play Area. All agreed that it should be replaced and that SERCO should be asked to provide and install a T-bar.

Councillor Millar reported on the excellent work undertaken by John Richardson, who had replaced the gate at the Compton Play Area and effected repairs to the fence at the Memorial Playing Fields. She was most grateful to him. The chairman confirmed that he would be producing a detailed specification for the grass cutting contract within the next week.

**Action:** Playing Fields Management Committee to agree on a site for the dog waste bin.

## 10. Highways & Byways

Councillor Caffyn presented her report. She noted that over 80 calls had been made from the call box in Martins Fields and that, if the council were to purchase the box, BT would remove the phone. She felt this would disadvantage the elderly and less able. All agreed. The chairman asked the clerk to write to WCC requesting that facility should be retained and asking them to instruct BT to repair and clean the kiosk. Councillor Caffyn added that she had received two more emails about the possible reduction in the speed limit along Otterbourne Road. Councillor Stevens noted that the road through Chandlers Ford had more houses than Otterbourne Road and included a hospital: the speed limit was still 40 mph. Councillor Caffyn also noted that more residents are asking for help in contacting HCC over minor complaints. She would like the parish magazine to include the central contact number in its useful numbers. Councillor Walmsley agreed that this should be possible and suggested that Councillor Caffyn should contact Veronica Bliss.

**Action:** Clerk to write to WCC requesting that public call box in Martins Fields should be retained.

## 11. Parish Plan

Councillor Stevens reported that she had recently received a very disappointing letter from the Highways Agency about the resurfacing of the M3. The Agency maintained that motorway maintenance had nothing to do with noise mitigation. She would be contacting the two main parliamentary candidates in the hope that the prospect of an election might encourage them to provide assistance. She would also be contacting the Hampshire Chronicle to see if the paper would be prepared to run another article. However she had noted the concerns of the Shepherds Down headmistress and would not include a reference to the school in any future articles about the M3. Councillor Stevens also reported that the Village Design statement was very close to completion and she expected the final draft to be submitted to WCC this month. She had been very impressed with the hard work and research undertaken by Terry Wilson. Councillor Evans requested that, when the VDS was put out for parish consultation and discussion, paper copies should be made available for those parishioners that do not have access to the web. Councillor Stevens agreed.

## 12. CASCA

Councillor Millar reported on the CASCA AGM, which had been well attended by parish councillors. The organisation was in robust health and bookings remained high.

## 13 Date of next meeting

7.30pm Tuesday 5 January in the Compton Room, Shawford Village Hall.

N Campbell-White  
Chairman

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