



Compton and Shawford Parish Council

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Minutes of the Compton and Shawford Parish Council Meeting held at 7.30pm Tuesday 4 January 2011 in the Compton Room, Shawford Parish Hall

Present: Councillors U Stevens (chairman), J Evans, G Beckett, M Bell, J Broomfield, J Millar, M Southgate, A Walmsley, M Wilkinson and Mr D Drake (clerk).

Apologies: None

In attendance: County Councillor C Bailey (until 8.05pm) and District Councillor E Bell.

1. Correspondence

Correspondence was circulated to all councillors for perusal.

2. Police Report

The clerk reported that there had been four incidents reported to the police in the past month. These included one theft (a mobile phone taken from the table of a local public house), two attempted burglaries from garages on Martins Fields and a vehicle had been damaged whilst parked in the Park and Ride car park. PCSO Gavin Cooper is continuing to monitor parking in the Shawford area. He has requested that members of the public should report vehicles causing an obstruction on the police help line: 0845 045 545.

The council discussed the forthcoming Partners and Communities Together meeting, which is being hosted by Sergeant Chris Hills in Otterbourne Village Hall on 24 January 2011. It was agreed that the Parish Council would be represented by Councillors Stevens and Southgate. Councillor Beckett will attend in his District Council capacity.

3. Minutes

Councillor Southgate proposed, seconded by Councillor Millar, that the minutes of the meeting held on 7 December were a true record.

Vote: Unanimous

4. Matters Arising and Outstanding Action Points

There were no outstanding actions. The chairman reported that Councillor Wilkinson had kindly agreed to become the Parish Council's second representative on the CASCA committee. It was agreed that Councillor Beckett should follow up the letter, emphasising the need for a long term strategy on Four Dell Farm, with Simon Finch, WCC Planning Department, and the request for measures to improve the safety of pedestrians crossing Otterbourne Road with Andy Hickman, WCC.

Since there were no members of the public present the meeting was not suspended.

5. County and District Councillors' Reports

Councillor Beckett briefed the council on the WCC budget meeting. There will be no increase in district council tax but this could mean that the resources available for voluntary organisations may be affected and result in a request for parish councils to work more closely with such bodies.

Councillor Bailey presented her report. It was agreed that the Parish Council should aim for a limit on the number of vehicles using Four Dell Farm. Councillor Bailey expressed her delight with the result of the Otterbourne Road questionnaire and advised that the public consultation process should begin in February. This will provide a second opportunity for parishioners to comment on the Hampshire County Council (HCC) plans for the reduction in the speed limit to 30 miles per hour.

Councillor E Bell reported that WCC was considering a traffic management programme for the Shawford and Twyford areas. She was in consultation with Councillor Southgate about the possibility of introducing a restrictive parking policy in Shawford village. It was agreed that Councillor Southgate would organise a meeting of interested parties/residents to try to reach agreement on a plan to overcome the parking problems in the village. Councillor Bell added that an Internal Scrutiny Group (ISG) would be holding a meeting shortly to discuss tree management within the district: this would include tree preservation orders.

<p>Action: Councillor Southgate to organise a meeting of interested parties/residents to try to reach agreement on a plan to overcome parking problems in Shawford village.</p>
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6. Finance and Administration

Councillor Walmsley presented his report. He proposed, seconded by Councillor Millar that the financial statement and the list of payments since 7 December should be approved.

Vote: Unanimous

7. Highways, Byways, M3 and Environment Committee

Councillor Broomfield reported that the meeting with HCC highways officials had gone reasonably well. There was currently no system for submitting a list of local priorities but he hoped that, having opened up lines of communication to Chris Wilson and Neil Broadbent, it might be possible to marry HCC and parish priorities. Councillor Broomfield added that his task would be easier now that he had received a map showing the roads for which HCC had responsibility. There was also an electronic version, which the clerk agreed to forward to all councillors.

The council noted John Wilkinson's footpaths report and agreed that councillors should be given time to reflect on his proposals on improved access networks. The clerk was asked to ensure that the issue was placed on the agenda for the council meeting on 1 February 2011. The chairman indicated that she had received one telephone call from a parishioner wondering whether plans to improve disabled access to footpaths would be 'friendly' or 'permissive'.

Councillor Evans advised the council that agreement had been reached with the residents of Martins Fields and Attwoods Drove for the construction of extra parking places. Construction, which should commence shortly, will be funded jointly by HCC and WCC.

8. Transport

Councillor Southgate briefed the council on the problems caused by the lighting installed by South West Trains around Shawford station. Several local residents had requested that the lights should be turned off but others had welcomed the extra security produced by the floodlights. It had been agreed that until a solution could be found that was acceptable to most residents, the lights would not be used. Councillor Southgate added that he had been informed that Network Rail intended to release part of the station house garden: this would provide up to 20 extra parking spaces.

9. Planning Committee

Councillor Bell presented his report. Councillor Beckett noted that the inspector had dismissed the appeal against enforcement action at Woodlands Park.

10. Playing Fields Management Committee

Councillor Millar presented her report. She advised the council that Mrs Howells had apologised for not replying to the clerk's letter about the damaged bench on the Memorial Playing Fields and requested more time to enable her to establish a position with her insurance company. Following discussion, it was agreed that the clerk should write to Mrs Howells expressing concern at the delay and stating that, if she could not agree to pay reinstatement costs, the council would proceed with the repair to the bench and that she would be considered liable for the costs incurred.

The council discussed Mr Staunton's proposal, supported by the Sports Club, for a cull of the rabbits on the Memorial Playing Fields. Councillor Millar proposed, seconded by Councillor Walmsley, that 'lamping' could occur on the MPF provided that those involved met the conditions outlined in the clerk's email of 29 December 2010.

Vote: Unanimous

Decision: To approve the rabbit cull on the MPF aka 'lamping'.

It was also agreed that the chairman should write to those householders within the vicinity of the MPF to advise them that the council had approved the request for a rabbit cull (aka 'lamping').

Action: Chairman to write to householders in the vicinity of the MPF about 'lamping'.

Councillor Evans reported that residents in Martins Fields/Attwoods Drove would be content with the installation of a six foot net along the boundary of the Compton Street Play area which borders Attwoods Drove. It was agreed that she should ask her husband, who is an architect, to produce a detailed specification. Councillor Evans confirmed that he would not require any remuneration for this task.

Action: Councillor Evans to produce a detailed specification for the installation of netting at the Compton Street Play area.

Councillor Millar sought agreement from the council for her suggestion that she should write to Master Mullins indicating that she had received no support for his proposal for the construction of a skateboard and BMX park at the MPF but several objections. All agreed.

Action: Councillor Millar to write to Master Mullins informing him that the council can not support his proposal for a skateboard park at the MPF.

11. CASCA

Councillor Millar expressed delight that Councillor Wilkinson had agreed to join her on the CASCA committee.

12. Queen's Diamond Jubilee

It was agreed that the clerk should write to those organisations within the parish (e.g. schools, scouts, sports club, WI etc.) that might be interested in organising an event to commemorate the Queen's Diamond Jubilee. But it should be clearly understood that, while the council would be prepared to facilitate such an event, it could not be expected to play a leading role in its planning.

13. AOB

It was noted that Compton School had attained ninth position in the county's primary school league table. It was agreed that the chairman should write to the headmistress acknowledging this success.

Action: Chairman to write to the school's headmistress, regarding its ninth position in the county's school league table.

14. Date of the Next Meeting

7.30pm Tuesday 1 February 2011 in the Compton Room, Shawford Village Hall.

U Stevens
Chairman

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Present: Councillors U Stevens (chairman), J Evans, G Beckett, M Bell, J Broomfield, J Millar, M Southgate, A Walmsley, M Wilkinson and Mr D Drake (clerk).

Apologies: County Councillor C Bailey

In attendance: District Councillor E Bell and PCSO G Cooper (until 7.35pm).

1. Correspondence

Correspondence was circulated to all councillors for perusal. The chairman noted the useful guidance on the Localism Bill.

2. Police Report

PCSO Cooper reported that there had been four incidents reported to the police in the past month. These included one burglary from a house in Otterbourne Road during the period 12.00pm - 3.30pm; two reports of criminal damage (a nail found in the tyre of a vehicle parked in Attwoods Drove and vehicle damaged while parked in the Shawford Downs car park) and one suspicious incident of a person banging on the front and rear door of a property in Shawford Road, shortly after midnight.

The chairman reported that the Partners and Communities Together meeting, hosted by Sergeant Hills in Otterbourne Village Hall on 24 January 2011, was well attended. PCSO Cooper announced that the next meeting would be held in Shawford Village Hall in April.

3. Minutes

Councillor Evans proposed, seconded by Councillor Wilkinson, that the minutes of the meeting held on 4 January 2011 were a true record.

Vote: Unanimous

4. Matters Arising and Outstanding Action Points

Councillor Evans advised the council that a detailed proposal for increasing the netting at the Compton play area, would be presented in advance of the next meeting, on 1 March 2011. Councillor Beckett undertook to ask Andy Hickman, (WCC), whether any progress had been made on the request for traffic islands in Otterbourne Road.

Since there were no members of the public present the meeting was not suspended.

5. County and District Councillors' Reports

Councillor Beckett briefed the council that the Liberal Democrats no longer had an absolute majority on Winchester City Council (WCC). It is now a minority administration. The final budget proposals would not be available until the middle of February but it was expected that most grant funded bodies, e.g. the Theatre Royal and Citizens Advice Bureau, could expect cuts of up to 25%.

Councillor E Bell reported that there would be a meeting of Hampshire County Council (HCC) and WCC case officers, on 8 February 2011, to discuss the latest planning application at Four Dell Farm. The Regulatory Committee will meet two days later, on 10 February 2011. Councillor Beckett stated that he will attend the latter and will raise objections on behalf of the Parish Council. Following discussion, it was agreed that, currently, there was little to be gained from accepting the offer from Steven Brine MP to host a meeting of HCC, WCC and Parish Council representatives to

discuss future developments at Four Dell Farm. The chairman offered to write to Mr Brine to thank him for his offer.

Action: Chairman to write to Steve Brine MP thanking him for his offer to chair a meeting on Four Dell Farm but advising him that such a meeting would not be appropriate at this time.

6. Planning Committee

Councillor Bell presented his report. The council discussed the planning application for four dwellings at Lundy, Ottebourne Road, and decided that it should object on grounds of over development.

7. Playing Fields Committee

Councillor Millar presented her report. She sought approval from the council to take forward plans to construct a play area in Shawford: provision for one had been included in the Open Spaces Long Term Strategy Document. All agreed.

Councillor Millar reported that Mrs Howells had agreed to contribute £235 (the actual cost of repairing the damaged bench at the Memorial Playing Fields) and proposed, seconded by Councillor Walmsley, that the Parish Council should pay the remaining £95.16 towards the relocation of the bench to a less vulnerable site. (The lowest quote for repair and relocation was £330.16.)

Vote: Unanimous

Following discussion on the request for additional cricket nets at the MPF, it was agreed that, once Councillor Millar had received details of the third quote and the amount that the Sports Club was prepared to contribute towards the cost, she should approach the Open Spaces Fund for funding. There were no objections to a request from the Sports Club for the use of a cricket hut and advertising boards, during the summer months.

Councillor Millar confirmed that a letter about the forthcoming rabbit cull had been delivered to all households adjoining the MPF. Authority to shoot had been issued to two named individuals: only .22 air rifles would be used.

Because the work involved in removing the cherry tree at the MPF had been greater than anticipated, Councillor Millar informed the council that the Playing Fields Committee had decided to forgo the £60 discount on debris removal contained in the Alexander Garden Services contract. This decision had been taken in consultation with the chairman of the Finance and Administration Committee and the clerk. All work on cutting back overgrown vegetation at the MPF and Compton play area had now been completed.

8. Finance and Administration

Councillor Walmsley presented his report. Since there were no objections, the council confirmed that the Annual Parish Meeting would take place at 7.30pm on Thursday 14 April 2011 in Shawford Village Hall. To enable hand delivery to all households within the parish, the council agreed that contributions to the annual report should be forwarded to Councillor Walmsley by Friday 11 March 2011. Councillor Millar agreed to supervise the report's distribution in the final week of March. All councillors agreed to assist.

Councillor Walmsley proposed that the financial statement and list of cheques written since 4 January 2011 be approved: seconded by Councillor Southgate.

Vote: Unanimous

The council agreed to the appointment of John Murray as the council's internal auditor for 2010/11, at a fee of £260.

Following discussion, it was agreed that funding the provision of Royal Wedding mugs for school children would not be an appropriate use of public funds.

9. Footpaths

Mr Wilkinson described his proposals to permit disabled access to some of the parish footpaths, i.e. Shepherds Lane, Hurdle Way and the track which joins the two roads/bridle ways and the route from Shawford Down lower car park to Southdown Road. He also outlined the Campaign for the Protection of Rural England's proposed 'access networks', which will link various footpaths within the parish. The council expressed its gratitude for the work undertaken by Mr Wilkinson and agreed that he could take both matters forward with the appropriate organisations. It also agreed that he should engage with HCC to see who owns the track adjacent to the railway and behind gardens to the west of Southdown Road, with a view to opening the route to walkers.

10. Highways, Byways, M3 and Environment Committee

Councillor Broomfield presented his report. He advised the council that he was engaged in producing a parish works schedule and that he would be chasing HCC about the need to install kerb stones in Pearson Lane. He would also be consulting the other parishes about the reliability of the flashing speed light batteries, which seemed to last just 2-3 days.

Councillor Evans advised the council that construction of extra parking places in Attwoods Drove and Martins Fields should commence in April.

11. Transport

Councillor Southgate reported that the school was still trying to encourage parents to park more responsibly, when collecting their children. A compromise had been reached on the use of the recently installed flood lighting around Shawford station. Time clocks are now being used on those lights nearest to residential properties and the station lights are being turned off once the last train has departed, shortly after midnight. He has also had discussions with shopkeepers about introducing some form of parking regulations outside the shops in Shawford.

12. CASCA

Councillor Millar noted that the caretaker had discovered rats in the loft and had taken appropriate action. Following discussion, it was agreed that it would be quicker for CASCA to purchase its own grit bin, than seek to obtain one from HCC.

13. Queen's Diamond Jubilee

The chairman reported that Shepherds Down School and the WI had already responded positively to the inquiry about a joint celebration of the Queen's Diamond Jubilee. The deadline for replies to the clerk's letter was 28 February.

13. AOB

The council agreed that the chairman should engage with both local schools about a tree planting programme to be funded by WCC's Fieldfare Local Action Group. Councillor Beckett advised that the council should allow £60 for each 'vandal proof' tree.

14. Date of the Next Meeting

7.30pm Tuesday 1 March 2011 in the Compton Room, Shawford Village Hall. [The meeting on 5 April 2011 will be in the Reeves Scout Hall Compton.]

U Stevens
Chairman

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Present: Councillors U Stevens (chairman), G Beckett, M Bell, J Broomfield, J Millar, M Southgate, A Walmsley, M Wilkinson and Mr D Drake (clerk).

Apologies: Councillor J Evans

In attendance: County Councillor C Bailey (until 8.15), District Councillor E Bell, PC Hercocck & PCSO G Cooper (until 7.40) and three members of the public.

1. Correspondence

Correspondence was circulated to all councillors for perusal.

2. Police Report

PCSO Cooper reported that there had been two incidents reported to the police in the past month. These included a burglary from a house in Tilden Road and an incident of fly tipping on a path at the base of Shawford Down. PC Hercocck advised the council that, with spring just around the corner, parishioners should be aware that 'rogue traders' may soon be active within the area. These traders were often responsible for fly tipping and the police would be grateful if members of the public could report any unrequested approaches for 'household works'.

3. Minutes

Councillor Southgate proposed, seconded by Councillor Broomfield, that the minutes of the meeting held on 1 February were a true record.

Vote: Unanimous

4. Matters Arising and Outstanding Action Points

Councillor Southgate advised the council that he was in discussion with householders and the chairman of the Shawford Village Association with regard to parking in Shawford. The matter was very much in hand. The chairman confirmed that she had written to Steve Brine MP about Four Dell Farm and had been informed that the MP intended to keep a 'referential distance'. The clerk added that he had met a representative of Hampshire County Council (HCC) Highways Department to discuss the construction of traffic islands to assist pedestrians crossing in Otterbourne Road. He had been advised that each one was likely to cost around £20,000.

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

5. Following a request from Mr Witt, for improved street lighting in Compton Street, it was agreed that Councillor Southgate would seek the views of the Compton Village and Compton Tenants Associations and report back at the next meeting.

To improve car parking in Attwoods Drove, Mr Witt also wondered whether marked parking bays could be introduced in the road. Given that the construction of more parking spaces in Martins Fields and Attwoods Drove was about to take place, the council agreed that, following construction, it would monitor the situation closely and then consider whether any further action was required.

Action: Councillor Southgate to seek the views of the Compton Village and Compton Tenants Associations about a request for improved street lighting in Compton Street.

There being no further comments from members of the public, the meeting was reconvened.

6. County and District Councillors' Reports

County Councillor Bailey reported that the Four Dell Farm planning application had been approved. Extra conditions had been added, including a weight limit of 6000 tonnes pa, which should help to provide a limit on the number of vehicle movements. There was also advice to the contractor R&W to establish a Liaison Panel with local representatives. But District Councillor E Bell advised that there would be little point in establishing such a panel if the Parish Council was not prepared to become actively involved. It was agreed that the chairman should liaise with R&W about establishing a Liaison Panel. Both Councillors E Bell and Beckett advised the council that, should the Secretary of State eventually decide against the development of Barton Farm, it could lead to requests from developers for smaller housing developments in the area.

Action: Chairman to liaise with R&W about establishing a Liaison Panel.

7. Finance and Administration

The council agreed that Councillor Wilkinson should replace Councillor Campbell-White (recently retired) on the Finance and Administration committee.

Councillor Southgate proposed, seconded by Councillor M Bell, that the council approve the financial statement and list of payments made since 1 February 2011.

Vote: Unanimous

The council noted that, at the end of the financial year, £2000 would be transferred from the Jubilee Pavilion sub head to the Jubilee Pavilion Sinking Fund.

The clerk advised the council that, following consultations with Councillor Millar, there had been some small amendments to the Asset Register. The number of benches under ID 50 had been reduced to 3 and a new ID 50A inserted to cover a metal bench. The council agreed that, since amenity areas had no value, the value of the land shown under ID26 (Compton Play Area) should be reduced to zero. Following a short discussion, the council agreed to adopt the amended Asset Register and the updated Risk Assessment.

Councillor Walmsley advised the council that the rector had agreed to conduct this year's Civic Service at Compton All Saints Church on 16 October 2011. The clerk was asked to liaise with the school's headmistress over the use of the school for the reception that would follow immediately after the service.

Action: Clerk to liaise with the Mrs Driver over the use of the school for the civic service reception.

Since the first Tuesday of the month, conflicted with several events, including the local elections and Queen's Diamond Jubilee, the chairman proposed that all meetings in 2012 should take place on the second Tuesday of the month: seconded by Councillor Broomfield.

Vote: 6 For 2 Against

Decision: All Parish Council meetings in 2012 to take place on the second Tuesday of the month.

Councillor Stevens suggested that the agenda for the annual parish meeting should comprise of an overview by the chairman, followed by a short presentation on finance and administration by Councillor Walmsley and a presentation on policing in the parish by Sgt Hills. The main feature would be a discussion on parking problems in Shawford lead by Councillor Southgate. There were no dissenters. The clerk was asked to circulate a draft agenda prior to the next meeting. Councillor Walmsley requested that convenors should provide him with their contributions to the annual report as soon as possible.

8. Playing Fields Committee

Councillor Millar presented her report. She advised the council that three members of the Playground Committee had met on Shawford Down on Monday 21 February and agreed that an area, which is reasonably flat, could provide a location for a 'kickabout field', a cradle swing and a

kiddies slide. Vita Play had been asked to provide an outline plan, which could be used to obtain initial planning permission for the development of the site, which is designated as a "Site of Importance for Nature Conservation" (SINC). Councillor Broomfield offered to help with the investigation into the whereabouts and depth of utility cables/pipes laid under the site.

Councillor Millar asked the council to agree to the proposals, submitted by Keith Evans, to provide adequate fencing around the Compton Street play area and the replacement of the wood panels on the east side of the play ground. All agreed.

9. Planning

Councillor Bell presented his report. The council agreed that he should comment on the HCC consultation on the mineral and waste plan. It also agreed that he should make inquiries as to why the planning officer considered the Highwood Construction application, to reduce on site parking spaces, to be a 'minor amendment'. Many parishioners had raised concerns about 'off site' parking problems in the area, once the residential home was fully operative. These concerns had been conveyed to the WCC Planning Department. He was also asked to seek confirmation that the application was not the forerunner to another application for an additional building on the site.

Action: Councillor Bell to comment on the mineral and waste plan and to inquire why the Highwood Residential planning application to reduce the number of parking spaces was considered to be a 'minor amendment'.

10. Highways, Byways, M3 and Environment Committee

Councillor Broomfield presented his report. The council agreed to his proposals for a parish works schedule. Chris Wilson, HCC, had advised him that the installation of kerb stones in Pearson lane had a 'reasonably high priority' but funding for such projects was tight.

11. Transport

Councillor Southgate reported that a solution had been found to the problem of station floodlights: the two lights closest to the house are now shaded and these lights, plus two others, are turned off at 9.00pm. Since neither was being used, dispensation was being sought to reduce the number of disabled parking bays at the station from two to one.

12. CASCA

Councillor Millar noted that the minutes of the CASCA meeting of 17 January were now available. Councillor Wilkinson wondered whether it would be possible to relocate the grit bin that will be installed on the corner of Pearson Lane and Shawford Road to outside the village hall and another provided for the corner of Bridge Lane and Shawford Road. The clerk offered to provide her with the contact details of the person responsible for installing grit bins at HCC, Neil Broadbent.

13. Queen's Diamond Jubilee

The chairman reported that the headmistress of Compton school had confirmed that the school would be interested in participating in plans to celebrate the Queen's Diamond Jubilee but that they would prefer any event to be within the school day to maximise participation. She would be contacting the Scouts to seek confirmation that they too would wish to participate.

Action: Chairman to contact the scouts to confirm that they will wish to participate in the Queen's Diamond Jubilee celebrations.

14. Date of the Next Meeting

7.30pm Tuesday 5 April 2011 in the Reeves Scout Hall, Compton.

U Stevens, Chairman

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Minutes of the Compton and Shawford Parish Council Meeting held at 7.30pm Tuesday 5 April 2011 in the Reeves Scout Hall, Compton.

Present: Councillors U Stevens (chairman), G Beckett, M Bell, J Millar, A Walmsley, and Mr D Drake (clerk).

Apologies: Councillors J Evans, J Broomfield, M Southgate, M Wilkinson.

In attendance: County Councillor C Bailey (until 8.30), District Councillor E Bell, and five members of the public.

1. Correspondence

Correspondence was circulated to all councillors for perusal.

2. Police Report

The clerk informed the council that PCSO Cooper had advised him that there had been four incidents reported to the police in the past month. These included an incident of road rage in Otterbourne Road, two bikes removed from an unlocked shed in Southdown Road and a vehicle had been broken into whilst parked at the base of Shawford Down. The chairman reminded councillors that next PACT (Partners and Communities Together) meeting will be held at Shawford village hall at 7.00 pm on Thursday 7th April 2011.

3. Minutes

Councillor M Bell proposed, seconded by Councillor Walmsley, that the minutes of the meeting held on 1 March 2011 were a true record.

Vote: Unanimous

4. Matters Arising and Outstanding Action Points

The clerk advised the council that Councillor Southgate had approached the Compton Village and Compton Tenants' Association about the request for improved street lighting in Compton Street. The chairman reported that she had written to R&W about establishing a Liaison Panel but had not received a reply. There were no other actions outstanding.

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

5. Mrs Wilmshurst expressed concern about the condition of the bench on the corner of Attwoods Drove and Compton Street. Mrs Haste added that several slats on the bench within the confines of the Compton Street Play Area were broken. Councillor Millar reported that she was already in discussion with a local contractor about effecting repairs to all benches in the parish. Action would be taken shortly.

Concern was also expressed about the construction of the parking area in Attwoods Drove. While the additional parking slots would be much appreciated by the residents, the excavated area bore little resemblance to the original plans. District Councillors Beckett and E Bell remarked that the contractors would be confined by permanent structures, such as by telegraph and lighting poles. As a consequence there might be some minor changes to the original plans.

Action: Councillor Millar to proceed with effecting repairs to the parish benches.

There being no further comments from members of the public, the meeting was reconvened.

6. County and District Councillors' Reports

County Councillor Bailey reported that resurfacing of the roads in Martins Fields and Attwoods Drove should begin within the next week and that she had been informed that Compton Street would be resurfaced within the first quarter of this financial year. She had requested that the latter should take place during school holidays. Given concerns about the quality of the resurfaced road in Ottebourne Road, the council asked the clerk to write to HCC Highways requesting that the tarmac applied to Compton Street should be of a better quality.

District Councillor E Bell reported that Winchester City Council (WCC) was currently producing a draft 'core strategy' based upon Blueprint submissions. This should be ready for submission to the WCC cabinet in early June. Once approved it would be circulated to towns and parishes for comment. Councillor Beckett added that many of the Blueprint submissions were similar to those included in the Local Development Framework (LDF). He suggested that the council should consider contacting neighbouring parishes to see whether they have similar concerns to those of submitted by organisations within Compton & Shawford. In response to an inquiry about the Compton Post Office building, Councillor Beckett offered to consult the WCC Planning Department to investigate why there was a delay in converting the building into two flats.

Action: Clerk to write to HCC requesting that the tarmac applied to Compton Street should be of a better quality than that applied to Otterbourne Road.
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Action: Councillor Beckett to consult WCC Planning regarding the lack of progress on the Old Post Office building.

7. Finance and Administration

i) Councillor Walmsley proposed, seconded by Councillor Millar, that the council should approve the Annual governance statement.

Vote: Unanimous

ii) Councillor Walmsley proposed, seconded by Councillor M Bell, that the council approve the financial statement and list of payments made since 1 March 2011.

Vote: Unanimous

iii) Councillor Walmsley proposed, seconded by Councillor Millar, that the council should approve the Annual Return for 2010/11.

Vote: Unanimous

iv) Councillor Walmsley proposed, seconded by Councillor M Bell, that the council should rescind the decision made at the Parish Council meeting on 1 March 2011, to move the council's meetings to the second Tuesday of each month from 2012, and to refer the matter of dates to the F&A committee for further consideration and consultation, with a request that it should bring a recommendation to the May Parish Council meeting.

Vote: Unanimous

8. Annual Parish Meeting

The chairman reported that all households, within the parish, should have received a copy of the Annual Report by Friday 8 April. It was agreed that the APM agenda should include a discussion on parking problems in Shawford, Compton and Southdown Road.

9. Playing Fields Committee

Councillor Millar presented her report. She confirmed that the Sports Club was prepared to make a contribution of £1000 towards a second cricket net at the Memorial Playing Fields. She proposed, seconded by Councillor M Bell, that the council should make a request to the WCC Open Spaces Fund for funding for a second cricket net, at the Memorial Playing Fields and that it should accept the quote of £6,970 from Durantcricket. [The funding required will be £6,970 - £1000 = £5970.]

Vote: Unanimous

Councillor Millar reported that invitations to tender for improved netting around the Compton Play Area had issued. However, it was unclear who owned the wooden fence on the east of the playground. Councillor Beckett agreed to consult the two householders to try to resolve the issue of ownership.

Action: Councillor Becket to consult the owners of the properties adjoining the Compton Street Play Area to clarify responsibility for the wooden fence to the east of the play area.

Following a request from Michael Greenhough, Councillor Millar proposed, seconded by Councillor M Bell, that the council should extend his authority for the cull of rabbits at the Memorial Playing Field until 31 August 2011.

Vote: Unanimous

10. CASCA

Councillor Millar submitted the minutes of the CASCA meeting of 14 March. There were no comments.

11. Planning

Councillor Bell presented his report. Since it included an application for the provision of hard standing for a shed and conservatory display at George Beckett Nurseries, Councillor Beckett declared an interest and offered to leave the room. There was a further discussion on the Blueprint process, following which the chairman agreed to include a short briefing on the subject in her address to the APM. Concern was also expressed about the manner in which WCC Planning Department had considered the application to reduce the number of parking places at the Captain Barnard site as a 'non-material minor amendment'. Local objections to the original plans had only been assuaged by the company's agreement to provide more (not less) parking spaces. Since, despite considerable effort, Councillor M Bell had been unable to obtain a definitive reason for treating the application as such, the clerk was tasked with writing to the Head of the Planning Department to seek an explanation on behalf of the council.

Action: Clerk to write to WCC Planning about the reduction in parking places at the Captain Barnard site.

12. Highways, Byways, M3 and Environment Committee

The council acknowledged Councillor Broomfield's report of 4 April 2011.

13. Transport

The clerk noted that Councillor Southgate had met the Shawford Village Association chairman, Mark Hegan, and been presented with a Shop Keepers and Park View petition about parking.

13. Queen's Diamond Jubilee

The chairman reported that the Scouts are keen to participate in plans for the Queens Diamond Jubilee and asked the clerk to write to other interested parties in order to arrange a planning meeting, probably at the Sports Club.

Action: Clerk to write to interested parties regarding an initial planning meeting for the Queen's Diamond Jubilee celebrations.

14. Date of the Next Meeting

7.30pm Tuesday 3 May 2011 in the Compton Room, Shawford Village Hall.

U Stevens, 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 7.30pm Tuesday 3 May 2011 in the Compton Room, Shawford Parish Hall

Present: Councillors U Stevens (chairman), J Evans, M Bell, J Broomfield, J Millar, M Southgate, A Walmsley, M Wilkinson and Mr D Drake (clerk).

Apologies: Councillor G Beckett and County Councillor C Bailey

In attendance: District Councillor E Bell and (from 9.00pm) Mr J Wilkinson.

1. Election of Chairman of the Council

Councillor Stevens indicated that she was happy to continue as chairman of the council. There were no other contenders. Councillor Southgate, proposed, seconded by Councillor Broomfield that Councillor Stevens should be elected chairman for 2011/12.

Vote: Unanimous

2. Election of Vice- Chairman of the Council

Councillor Evans confirmed that she content to stand as vice-chairman of the council. There were no other contenders. Councillor Walmsley proposed, seconded by Councillor Millar, that Councillor Evans should be elected vice-chairman for 2011/12.

Vote: Unanimous

3. Appointment of Representatives to Committees and Outside Bodies.

Following a short discussion, Councillor Millar proposed, seconded by Councillor Broomfield, that the council should approve the following committee appointments for the coming year:

Committee	Members	Responsibilities
Finance & Administration	Adrian Walmsley* Martin Bell Mike Southgate Myra Wilkinson	Budget and precept Clerk's terms and conditions of service (inc. wages). Office equipment, stationery etc. Insurance. Financial Standing Orders and adherence to accounting regulations. Sports Club and Tennis Club leases.
Playing Field Management	Jean Millar* George Beckett Jacqui Evans Myra Wilkinson John Richardson (co-opted)	Maintenance and improvement of facilities play equipment, trees and plants, pitches. Progress provision of playground for Shawford.
Planning	Martin Bell* George Beckett Adrian Walmsley John Broomfield	Monitor planning applications affecting the parish. Make sure affected neighbours are aware of applications. Advise City Council planners of PC objections as appropriate. District Plan.

Highways, Byways and Environment	John Broomfield* Mike Southgate Jacqui Evans Myra Wilkinson	The Down, road signs, street lighting, traffic safety, speed limits, parking, bus shelters, waste management, clean up days.
Footpaths, Compton Lock	John Wilkinson	Regular inspection of all footpaths to ensure they are walkable. Report problems to Hampshire County Council for rectification.
Parish Plan & Village Design Statement	Una Stevens	Follow up the recommendations of Parish Plan & Village Design Statement

* Convenor

Vote: Unanimous

Previously, the role of tree warden has fallen to the footpaths representative but, given his role with SOCCT, the council agreed that Councillor Southgate should assume this responsibility. It was also agreed to leave the Winchester Villages Trust position vacant. Councillor Millar proposed, seconded by Councillor Wilkinson, that the council should approve the following appointments to outside bodies in the coming year:

School Governor	Mike Southgate	CASCA Hall Committee	Jean Millar Myra Wilkinson
Transport	Mike Southgate	CPRE	John Wilkinson
M3 Subway Cleaning	Bill Goodyear	Sports Club Rep	Martin Bell
Bus Shelter Cleaning	Jan Russell	Parish Plan & VDS PC representative	Adrian Walmsley
Winchester Villages Trust	Vacant	Winchester District Association of Parish Councils	Una Stevens
SOCCT	Mike Southgate	Police Liaison	Mike Southgate

Vote: Unanimous

4. Correspondence

Correspondence was circulated to all councillors for perusal.

5. Police Report

The clerk reported that, in the past month, a handbag had been stolen from a vehicle parked in the Shawford down car park and solar light from a garden in Compton Street. There had been two incidents of rowdy behaviour (Compton Street and Attwoods Drove) and fourteen political campaign posters had been stolen from various sites in Otterbourne Road and Compton Street: a further three campaign posters in Otterbourne Road had been damaged.

6. Minutes

Councillor Millar proposed, seconded by Councillor Bell, that the minutes of the meeting held on 5 April 2011 were a true record.

Vote: Unanimous

7. Matters Arising and Outstanding Action Points

The clerk reported that an internal audit of the council's accounts had been undertaken by John Murray, who had asked that receipt of his letter of 21 April 2011 should be recorded in the minutes. The chairman noted that his letter contained no adverse comments. Councillor Southgate was still

pursuing the possibility of installing more street lights in Compton Street and, following a request from a parishioner at the Annual Parish Meeting, additionally in Otterbourne Road. It was agreed that Councillor Southgate should seek the views of residents in both areas, which should be treated separately, via an article in the parish magazine. The chairman reported that she had still to receive a reply from R&W about the establishment of a liaison panel to consider the impact of future development on Four Dell Farm. It was agreed that the clerk should telephone the managing director to try to elicit a response to the chairman's letters. The clerk noted that Councillor Beckett had confirmed that maintenance of the fence, to the east of the Compton Street Playing Area, was the responsibility of the Parish Council.

Action: Councillor Southgate to produce an article on street lighting for the parish magazine.

Action: The clerk to telephone the MD of R&W about the lack of response to the chairman's letters.

8. District Councillor's Report

District Councillor Eleanor Bell reported that Biffa Waste Services Ltd has been awarded a joint waste collection contract with East Hampshire District Council (EHDC) and Winchester City Council (WCC). The grounds maintenance and street care work has been won by EHDC's current contractor, The Landscape Group. The two companies submitted a joint tender and this had helped them put together a winning bid. Savings will be made through more flexible working patterns, making better use of vehicles and crews and by creating a single council team responsible for management of the contracts for both councils. Councillor Bell added that motorists in Winchester may encounter delays over the next six months whilst repairs to the drains in The Square, Great Minster Street and Market Street are undertaken.

9. Finance and Administration

Councillor Southgate proposed, seconded by Councillor Walmsley, that the list of cheques (payments made since 1 April 2011) and the financial statement should be approved.

Vote: Unanimous

Councillor Walmsley noted that the internal auditor had recommended that the council should review its standing orders and financial regulations at the Annual Meeting of the Council. These had been updated in the autumn of last year and he suggested that they need not be reviewed until the F&A meeting in November. All agreed.

Councillor M Bell proposed, seconded by Councillor Walmsley, that the council should renew its insurance contract with Aviva, taking advantage of the '16 months for the price of 12' offer, at a premium of £1,280.66. The long term agreement with Aviva will cover the period from 1 June 2011 to 30 September 2012.

Vote: Unanimous

The council discussed Councillor Walmsley's proposal that, during 2012, the council should meet 8 times on the first Tuesday of the designated month. There would be no council meeting in January, June, August and November. Meeting dates to be advertised permanently on the noticeboards. Councillor Southgate proposed an amendment, seconded by Councillor Evans, that the new system should be introduced with effect from 1 October 2011.

Vote: For 6, Against 1, Abstain 1

Councillor Walmsley proposed, seconded by Councillor Southgate, that, with effect from 1 October 2011, the council should meet 8 times per year on the first Tuesday of the month, with no council meetings in November, January, June or August.

Vote: For 7, Against 0, Abstain 1

Decision: From 1 October 2011, the council will meet 8 times per year on the first Tuesday of the month. There will be no meetings in November, January, June or August.

10. Playing Fields Management Committee

Councillor Millar presented her report. Bill Goodyear had undertaken repairs and renovation to three benches in Compton Street but the concrete base of the one located on the corner with Attwoods Drive had been distorted by tree roots, which precluded a simple paving slab repair. She suggested that, if the bench is to be replaced next year, it would be an appropriate time to improve its surrounds.

Councillor Millar noted that three tenders had been received for the improved netting around the Compton Street Play Area. One was considerably less than the other two. Following discussion, Councillor Millar proposed, seconded by Councillor Evans, that the contract should be awarded to the lowest tender, White and Etherington at a price of £2737.27 but that £500 should be set aside in case extra costs were incurred in replacing the netting attached to the gate.

Vote: Unanimous

11. Planning Committee

Councillor M Bell presented his report. The council discussed how it should respond to the letter, from the head of Winchester City Council's Planning Department, Simon Finch, explaining why the reduction in the number of parking spaces at the residential home, on the site of the Captain Barnard public house, was treated as a non material amendment (NMA). As a direct consequence, an issue of some concern to parishioners had not been referred to the Parish Council for comment. Councillor Bell noted that there appeared to be a substantial loophole in planning procedures where changes to planning applications can be established, through the NMA process, without the need to seek wider consultation. Councillor Southgate agreed. He believed that, while domestic property NMAs were unlikely to be a cause of concern, those relating to commercial properties should be considered more widely, especially those where concerns about the scope of the development had been expressed at the time of the initial application. It was subsequently agreed that Councillor Bell should draft a reply to Simon Finch, expressing the council's concern at the way NMAs are currently being processed by WCC planning officers.

Action: Councillor Bell to draft a reply to Simon Finch expressing the council's concern at the way NMAs are currently being processed by WCC planning officers.

12. Highways & Transport

Councillor Broomfield advised the council that he would shortly be submitting his parish highways work sheet (providing information on highway related work within the parish requiring attention) to the Hampshire County Council Highways Department. He hoped that, eventually, it could be made available to parishioners, via the council's web site. Councillor Southgate reported that, following the APM discussion on parking in Shawford, he had been invited to attend the Shawford Residents' Association AGM in early June.

13. Footpaths

The clerk reported that, within the last year, John Wilkinson has walked all of the parish footpaths. Litter was an issue on some of them and he thought that it might be helpful to identify groups within the parish who would be prepared to help with litter collection. The chairman agreed and noted that it had been some time since there had been an organised litter collection day. She thanked Mr Wilkinson for his efforts on behalf of the Parish Council and wondered whether, through his links to Winchester Ramblers, he could discover if they would be maintaining the memorial bench that they had installed at the top of Shawford Down. If not, were they expecting the Parish Council to adopt it? Mr Wilkinson agreed to investigate.

Action: John Wilkinson to discover whether the Winchester Ramblers intend to maintain the memorial bench they have installed at the top of Shawford Down.
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14. Annual Parish Meeting

The chairman believed the Annual Parish Meeting (APM) had gone well and she had been much impressed with the spontaneous vote of thanks offered by parishioners. It was a welcome recognition of everyone's efforts.

15. Queen's Diamond Jubilee

The chairman provided a briefing on developments since the APM, where two volunteers had come forward. She had had a very good meeting with the Sports Club and was close to forming a committee of fourteen, which she considered to be an ideal number. Unfortunately, she had yet to find a treasurer. The key date for activities will be Monday 4 June 2012.

16. Date of the Next Meeting

7.30pm Tuesday 7 June 2011 in the Compton Room, Shawford Parish Hall.

U Stevens, Chairman

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



Compton and Shawford Parish Council

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Minutes of the Compton and Shawford Parish Council Meeting held at 7.30pm Tuesday 7 June 2011 in the Compton Room, Shawford Village Hall

Present: Councillors U Stevens (chairman), G Beckett (from 8.25), M Bell, J Broomfield, J Millar, M Southgate, A Walmsley, M Wilkinson and Mr D Drake (clerk).

Apologies: Councillor J Evans

In attendance: County Councillor C Bailey (from 8.45), District Councillor J Warwick (until 8.30), and 2 members of the public.

1. Correspondence

Correspondence was circulated to all councillors for perusal.

2. Police Report

The clerk advised the council that due to unforeseen circumstances PCSO Cooper had been unable to produce a report in time for the meeting.

3. Minutes

Councillor Southgate proposed, seconded by Councillor Millar, that the minutes of the meeting held on 3 May 2011 were a true record.

Vote: Unanimous

4. Matters Arising and Outstanding Action Points

Councillor Southgate noted that the clerk had made a reference to the possibility of enhanced street lighting in last month's parish magazine. He also agreed to seek the views of those attending the forthcoming meeting of the Compton Tenants Association on the possible installation of additional street lights in Compton Street and Attwoods Drove. The council agreed to place the bench on Shawford Down, installed by Winchester Ramblers, on the asset register. The chairman had been informed that Councillor Thornber, HCC chairman, had not received her letter on the poor condition of Pearson Lane: a duplicate had now issued. Councillor Bell was still awaiting a call from the Head of Winchester Planning Department inviting him to a meeting to discuss its policy on NMAs.

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

5. Concern was expressed about acts of vandalism by youths on the Compton Street Playing Fields and the dangerous condition of the gate, which no longer closes properly. The council was advised that the Compton Tenants Association had informed PCSO Cooper about the acts of vandalism and he was considering issuing a letter to householders. Councillor Millar noted that the council was scheduled to award a contract to repair and improve the fencing at the Compton Street Playing Fields later in the meeting.

There being no further comments from members of the public, the meeting was reconvened.

6. County and District Councillors' Reports

Councillor Bailey's report was taken as read. District Councillor Jan Warwick introduced herself to the council and hoped for a happy working relationship with the Parish Council.

7. Queen's Diamond Jubilee

Councillor Walmsley's suggested that the council should consider providing financial support to the celebrations planned for The Queen's Diamond Jubilee in June 2012. Following a detailed discussion, Councillor Walmsley proposed, seconded by Councillor Broomfield, that £2000 should be set aside from the council's reserves to provide potential financial support to parish events in celebration of The Queen's Diamond Jubilee: individual items of expenditure to be approved by the council.

Vote: For 7 Against 1

Decision: £2000 to be set aside from reserves to provide potential financial support to The Queen's Diamond Jubilee celebrations: individual items of expenditure to be approved by the council.

8. Playing Fields Management Committee

Councillor Millar presented her report, in which she advised the council that the Playing Fields Management Committee was recommending that, because the bid had proved to be non-compliant, the council should reverse its decision to award the contract to supply and install boundary fencing at the Compton Street Playing Field to White & Etherington. She proposed, seconded by Councillor Wilkinson, that the council should reverse its decision to award the contract for providing boundary fencing to White & Etherington and that the contract should be awarded to Ernest Pointer Fencing for a sum of £3900 + VAT. [Funding to be provided by the WCC Open Spaces Fund.]

Vote: For 7 Against 1

Decision: The contract to supply and install boundary fencing at the Compton Street Playing Fields to be awarded to Ernest Pointer Fencing.

The council agreed that, given his excellent work to date, Bill Goodyear should be asked to continue with his programme of renovating the parish benches, including those at the Memorial Playing Fields.

Decision: Bill Goodyear to continue with the bench renovation programme.

Councillors Southgate and Wilkinson reported that, at the Shawford Residents' Association meeting, support for the play area at Shawford Down had been mixed, roughly 50% in favour and 50% against. Following discussion, the council agreed that the Playing Fields Management Committee should continue with the project for which planning permission will be required. [The proposed play area will be located within a site of importance for nature conservation (SINC).]

9. Highways, Byways, M3 and Environment Committee

Councillor Broomfield presented his report. The council discussed HCC's proposals to close Compton Street for two to three days in August, to enable the road to be resurfaced during school holidays. It was agreed that County Councillor Bailey should request that HCC Highways make available the option of a continuous working programme (including overnight), since such a programme should help to reduce the period of closure.

Following a discussion on HCC's proposed traffic order to extend the existing 30 mph limit in Otterbourne Road to a point north of Southdown Road, Councillor Bell proposed, seconded by Councillor Beckett, that the council adopt the following resolution:

The Parish Council remains concerned about road safety along Otterbourne Road. It is not entirely clear that the proposed speed limit would necessarily produce a better outcome than other safety measures. A fuller study would be welcome.

Vote: For 5 Against 2 Abstain 1

Action Clerk to advise HCC of the council's position, regarding the Otterbourne Road traffic order

The clerk advised the council that agreement had been reached with Frank Smith on terms for cutting back vegetation around memorials and the roadside benches in Hurdle Way.

10. Finance and Administration

Councillor Walmsley proposed, seconded by Councillor Millar, that the list of cheques issued since 3 May 2011 and the financial statement be approved.

Vote: Unanimous

Councillor Walmsley, supported by Councillor Wilkinson, mentioned that several parishioners had expressed concern about the poor state of the BT kiosk in Shawford. It was agreed that the clerk should make another attempt to encourage BT Payphones to renovate the kiosk.

Action: Clerk to contact BT Payphones to report the poor condition of the BT kiosk in Shawford.

Councillor Walmsley reported that the text of the Village Design Statement (VDS) had been finalised and will be placed on the Parish Plan website by Friday 10 June 2011. It was agreed that the six week public consultation period should not (not) be delayed because it coincides with the July/August holiday period.

11. Planning Committee

Councillor Bell presented his report. Councillor Wilkinson reported that several parishioners had expressed concern about the size of the sign outside the Bridge Hotel. Both she and Councillor Southgate believed that it did not meet the planning conditions approved by WCC in the summer of 2009. Both had raised the issue with the manager, who was keen to cooperate. It was agreed that the clerk should write to the manager expressing concern about the sign not meeting planning conditions.

Action: Clerk to write to Bridge Hotel regarding the size of the sign outside the building.

12. Transport

Councillor Southgate briefed the council on transport issues raised at the Shawford Residents' Association meeting on 6 June 2011. Most people attending the meeting had been in favour of a residents' parking system. It was agreed that Councillor Southgate should liaise closely with Sarah Kendall, Traffic and Transport Engineer, WCC, who had recently produced a plan intended to reduce parking problems in Shawford village.

Action: Councillor Southgate to liaise closely with Sara Kendall, WCC, with regard to parking problems in Shawford village.

15. Date of the Next Meeting

7.30pm Tuesday 5 July 2011 in the Compton Room, Shawford Village Hall.

U Stevens, Chairman

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



Compton and Shawford Parish Council

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Minutes of the Compton and Shawford Parish Council Meeting held at 7.30pm Tuesday 5 July 2011 in the Compton Room, Shawford Village Hall.

Present: Councillors U Stevens (chairman), G Beckett, M Bell, J Broomfield, J Millar, M Southgate, A Walmsley, M Wilkinson and Mr D Drake (clerk).

Apologies: Councillor J Evans, District Councillor J Warwick

In attendance: County Councillor C Bailey (until 8.30pm), 5 members of the public.

1. Correspondence

Correspondence was circulated to all councillors for perusal.

2. Police Report

The clerk reported that, within the past month, there had been two incidents of criminal damage (to a vehicle in Attwoods Drove and a waste bin fire in the Compton Street play area), one non-dwelling burglary (a garage had been broken into in Martins Fields) and one theft (tools taken from a vehicle parked in Shepherds Lane).

3. Minutes

Councillor Bell proposed, seconded by Councillor Southgate, that the minutes of the meeting held on 7 June were a true record.

Vote: Unanimous

4. Matters Arising and Outstanding Action Points

The chairman and clerk confirmed that all outstanding actions had been actioned during the past month. Councillor Southgate reported that he understood the large sign outside the Bridge Public House would be removed by the end of July and replaced with flower beds/planters.

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

Mr Witt noted that there continues to be some opposition to increased lighting in Compton Street but hoped that the council could consider installing 'non-intrusive lighting' that could be automatically switched off at an agreed time.

Mrs Caffyn expressed concern about the delay in the construction of a traffic island on Otterbourne Road, between the bus stops immediately south of Shawford Road. The bus stops were located in an extremely dangerous position, where line of sight was impeded. County Councillor Bailey undertook to investigate but suspected that funding may be an issue.

Mr Bennett expressed concern about the council's decision not to support the proposed reduction in the speed limit along Otterbourne Road. The chairman informed him that the council remains concerned about road safety in Otterbourne Road but it is not entirely clear that the proposed speed limit would produce a better outcome than the introduction of other safety measures: hence its request for a fuller study.

There being no further comments from members of the public, the meeting was reconvened.

5. County and District Councillors' Reports

County Councillor Bailey agreed to relay the council's request for kerb stones to be installed along the entire length of Pearson Lane but she expected that funding might be a problem. She reported that traffic engineers would prefer the resurfacing of Compton Street to be undertaken at night, rather than during the day, because that will permit longer shifts [11 hours overnight, 7 hours during the day] and reduce the overall inconvenience to the residents of Compton. As regards the proposed reduction in the speed limit along Otterbourne Road, all representations are currently being evaluated by HCC but she could not say how long this process would take. Finally she announced that the Highland Cattle would return to Shawford Down in the autumn.

Councillor Beckett reported that District Councillor Jan Warwick had become Winchester City Council's representative on the Winchester Air Group. He noted that the increased traffic associated with the Olympics, especially those travelling to Weymouth, will result in alternative aircraft stacking procedures to the north of Winchester, which might result in less noise over the parish. If careful monitoring confirms that is the case, it might be worth a formal request that the procedures be implemented on a permanent basis. He also noted that WCC was about to discuss a proposal that the Hockley Viaduct should be transferred to Sustrans, an organisation intent on improving cycle tracks throughout the country. He hoped that the Parish Council would be prepared to support the proposal.

6. Finance and Administration

Councillor Walmsley presented his report. He proposed, seconded by Councillor Millar, that the list of cheques (payments made since 7 June 2011) and the financial statement be approved.

Vote: Unanimous

Councillor Walmsley noted that, should the council be prepared to provide funding for the hire of a marquee for the Diamond Jubilee celebrations it will need to be solely in support of village festivities, open to all, otherwise VAT can not be reclaimed.

Councillor Walmsley proposed, seconded by Councillor Beckett, that the Finance and Administration Committee should be asked to undertake a review of Standing Orders 4 & 5; to produce guidance for councillors wishing to dissent publicly from council decisions; and to suggest a policy on the use of the council's web site for comments, questions, complaints and feedback.

Vote: Unanimous

Councillor Walmsley advised the council that the Village Design Statement 6-week public consultation period is planned to run from 15 July to 26 August. All being well, the final version should be available for printing in October.

Councillor Wilkinson reported that BT Payphones had responded quickly to the council's request for an overhaul of the telephone kiosk in Shawford. Its condition was much improved and there was even a chance that it might be repainted.

<p>Action: F&A Committee to undertake a review of Standing Orders; to produce guidance for councillors wishing to dissent publicly from council decisions and to suggest a policy on the use of the council's web site for public comment.</p>

7. Queen's Diamond Jubilee

Councillor Stevens advised the council that she would be meeting representatives of the Sports Club, local headmistresses and other local organisations in the coming days. Following discussion, it was agreed that the chairman should present a draft budget for The Queen's Diamond Jubilee celebrations at the September council meeting.

<p>Action: Chairman to produce a draft budget for The Queen's Diamond Jubilee celebrations.</p>
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8. Highways, Byways, M3 and Environment Committee

The chairman reported on her meeting with Peter Eade, highways manager, HCC, about the proposed resurfacing of Compton Street. The work, which is scheduled to begin on 23 August 2011, will be conducted in shifts, which could either be at night-time, [between 1900 and 0500/0600] for three shifts, or during the day, [0930 -1600]. Should residents prefer the day time option, the work may need to be extended into a fourth day/shift. The first shift will be particularly noisy, while the old surface is being planed off. Thereafter, there will be bleeping noises, as the surfacing machine reverses along the road. There has been some consultation with local village associations and it appeared that the residents were equally split over their preference for day or night time operations. Following discussion, it was agreed that, since the night time shifts would result in a shorter period of disruption, that would be the council's preferred option. The chairman confirmed that the PCC had agreed to the use of Church Field as a temporary car park and that there will be access made available for emergency vehicles at all times. Councillor Southgate undertook to consult the school to see if its car park could also be made available for parking. [The school has subsequently agreed to do so.]

9. Planning Committee

Councillor Bell presented his report. He was currently preparing a response to Winchester City Council's "Plans for Places...after Blueprint consultation". Councillor Beckett noted that the planners had incorporated most of the parish's recommendations/suggestions in their core strategy for the next 25 years. He hoped that the council's response would be positive. Councillor Bell agreed and advised the council that he would consult/inform all of the local organisations that had submitted proposals/observations to WCC, as part of the Blueprint process.

Councillor Bell noted that the council had received an invitation from the South Downs National Park Authority asking whether it wanted to become involved in the creation of policy and the planning application process. Although only a small part of the parish is located within the national park, it was agreed that Councillor Bell should monitor SDNPA's activities and to comment, when necessary.

Action: Councillor Bell to respond to the WCC "Plans for Places ... after Blueprint consultation by 1700 8 August 2011.

Decision: Councillor Bell to monitor SDNPA's activities and to comment, when necessary.

10. Playing Fields Management Committee

Councillor Millar presented her report. She was pleased to announce that Ernest Pointer had agreed to commence work on the fencing around the Compton Street play area in the week commencing 18 July. Following discussion, it was agreed that John Richardson should be asked to investigate the possibility of the council entering into an agreement for the servicing and repair of the Jubilee Pavilion boilers. It was also agreed that Councillor Millar should consult Simon White to see whether he would be prepared to undertake a quarterly review of equipment at the Compton Street and MPF play areas. Councillors Millar and Evans will continue with their fortnightly inspections, the dates of which will feature in future monthly playing fields reports.

Action: Councillor Millar to ask John Richardson to consider the possibility of an agreement for the servicing of the Jubilee Pavilion boilers and Simon White about a contract to undertake a quarterly review of play equipment.

11. CASCA

Councillor Millar noted that John Griffith had responded quickly to a complaint about noise emanating from the village hall on a Saturday evening.

12. Transport

Councillor Southgate reported that, following discussions with Sara Kendall, it had become clear that WCC would be reluctant to install a Resident's Parking Scheme. "The area is very rural and very small and these schemes are for larger and more urbanised areas, where the cost of administrating the scheme is covered by the cost of the permits." WCC would also like to change the white lines around various bends, outside the chapel etc. into legally enforceable double yellows. They would also like to create 4/5 bays outside the shops with a parking restriction 10am to 4pm: parking limited to three hours and no return within six. This will now form part of a WCC consultation exercise with local residents. He has recently conveyed the WCC views to Mark Hegan, chairman, Shawford Village Association and is awaiting a response. The consensus amongst councillors was that yellow lines were preferable to white ones.

13. Footpaths

The chairman thanked Mr Wilkinson for his detailed and helpful report. It was agreed that the Highways & Environment Committee should liaise closely with Mr Wilkinson to consider his various suggestions i.e. providing "Take Your Litter Home" signs for Compton Lock; encouraging WCC to place a litter bin at the end of Bridge Lane; discouraging parking in Bridge Lane; the provision of a large board map for display at the base of the down; the possible production of leaflets providing information on the parish footpaths; and the establishment of a bank of tools for conservation work and litter collection. The H&E committee will produce detailed proposals and recommendations for consideration by the council in September.

<p>Action: Councillor Broomfield to ensure that the Highways & Environment Committee liaises closely with Mr Wilkinson over his various suggestions for improving access to the village footpaths and to make recommendations for consideration by the council at the September meeting.</p>

14. AOB

The council discussed Councillor Broomfield's letter, to the residents of Otterbourne Road, and agreed on the importance of producing guidance for those councillors wishing to dissent publicly from council decisions.

15. Date of the Next Meeting

7.30pm Tuesday 6 September 2011 in the Compton Room, Shawford Village Hall.

U Stevens, Chairman

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



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Minutes of the Compton and Shawford Parish Council Meeting held at 7.30pm Tuesday 6 September 2011 in the Compton Room, Shawford Village Hall

Present: Councillors U Stevens (chairman), J Evans, G Beckett (from 8.15), M Bell, J Broomfield, J Millar, M Southgate, A Walmsley, M Wilkinson and Mr D Drake (clerk).

Apologies: County Councillor C Bailey, District Councillor J Warwick,

In attendance: PCSO G Cooper (until 7.40) and 3 members of the public.

1. Correspondence

Correspondence was circulated to all councillors for perusal.

2. Police Report

PCSO Cooper reported that during the summer months there were two reports of suspicious incidents in Shawford (a male seen looking around a building site and another selling cleaning items); two of criminal damage (a bus shelter was vandalised and a plant pot smashed in Otterbourne Road); three reports of theft (a caravan was stolen from Shepherds Lane, tools taken from a garage in Compton Street and milk taken from a door step in Martins Fields); two thefts from vehicles parked in Shawford Down car parks; one shed was broken into in Shepherds Lane but nothing taken; and two reports of rowdy and inconsiderate behaviour (the M3 subway and Shawford Road).

PCSO Cooper added that he would soon be leaving the parish to commence work in Stanmore. He would be replaced by PCSO Amy Stevens. He also noted that the parish would be served by a new police officer, PC John (Ernie) Earnshaw. The chairman thanked PCSO Cooper for his service to the community and wished him well on his new beat.

3. Minutes

Councillor Wilkinson proposed, seconded by Councillor Walmsley, that the minutes of the meeting held on 5 July 2011 were a true record.

Vote: Unanimous

4. Matters Arising and Outstanding Action Points

Apart from the meeting with Mr Wilkinson regarding his proposals on improving the condition of the parish footpaths, there were no actions outstanding.

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

5. Mr Witt welcomed the council's rapid response to his report of a dead cat having been found at the Compton Street play area but acknowledged that, since it had been removed by the time the police arrived, there was little chance of discovering who was responsible. In response to a question on street lighting, Councillor Southgate informed him that both he and the clerk would be attending a briefing on the installation of new 'white' street lights on 23 September. While at that meeting he would keep in mind Mr Witt's earlier request for improved lighting along Compton Street. Mr Witt also repeated his request for parking restrictions to be imposed near the bus stop at Martins Fields. Councillor Southgate said that he would speak to WCC officials about the possibility of 'white lining'.

Action: Councillor Southgate to speak to WCC officials about white lining in Martins Fields.

There being no further comments from members of the public, the meeting was reconvened.

6. County and District Councillors' Reports

The council took County Councillor Bailey's report as read. Councillor Bell expressed disappointment that Hampshire County Council (HCC) did not have any immediate plans to install a traffic island in Otterbourne Road to enable pedestrians to cross the road safely from the bus stop, near the junction with Shawford Road.

Councillor Beckett informed the council that the area's core strategy paper would be presented to Winchester City Council (WCC) in October. It included many of the comments/recommendations submitted by organisations and residents of the parish. He noted that most rural parishes were in favour of only limited development. He reminded the council that WCC's new waste collection arrangements would start shortly and that it would result in changes to the day of collections. By collaborating with East Hampshire District Council, WCC had been able to save £1 million per year on waste collection. Finally, as a result of changes to the housing revenue account, WCC intends to take out a loan of £160 million to purchase all council houses within the district. This will mean that rental income will remain with WCC and, unlike today, no funds will be returned to central government to be distributed as the government thinks fit. In response to a question from Councillor Evans, he agreed to consult the planning department to discover why there had been no action on the redevelopment of the post office building in Compton.

Action: Councillor Beckett to consult WCC Planning Department about the Compton Post Office.

7. Finance and Administration

1. Councillor Walmsley presented his report. Councillor Millar, seconded by Councillor Southgate, proposed that the list of cheques presented since 5 July 2011, and the financial statement, be approved.

Vote: Unanimous

Councillor Walmsley proposed, seconded by Councillor Evans, that the council should approve the update to Standing Orders Sections 4 & 5, regarding Motions Requiring/Not Requiring Written Notice on the following lines:

4. a In accordance with standing order 3 (b) (ii) above, no motion may be moved unless the subject matter is included in the agenda.

5. a Motions in respect of the following matters may be moved without notice or appearance on the agenda.

Vote: For 6 Against 1 Abstain 2

Councillor Walmsley proposed, seconded by Councillor Millar, that the council should approve the update to Standing Orders Section 31, regarding allegations of breaches of the code of conduct:

31. d Where a notification relates to a complaint made by or about a member of the Finance and Administration Committee, the Proper Officer shall notify the Chairman of the Parish Council of that fact, who, upon receipt of such notification, shall nominate another councillor (possibly him or herself) to assume the duties of that member of the Finance and Administration Committee set out in the remainder of this standing order, who shall continue to act in respect of that matter as such until the complaint is resolved.

Vote: Unanimous

Councillor Southgate proposed, seconded by Councillor Walmsley that the council should approve the following guidance for councillors wishing to dissent publicly from council decisions and that it should be included in briefings for new councillors and added to the relevant page on the PC website:

Councillors writing or making statements about council decisions should first check the factual accuracy of their proposed comments with the clerk.

Vote: Unanimous

Councillor Walmsley proposed, seconded by Councillor Millar, that the council should approve the following summary of policy on the use of the PC website for comments, questions, complaints and feedback be displayed prominently:

We encourage comments but we won't publish anything offensive, abusive, irrelevant or inappropriate. We aim to publish any moderated comments as soon as we possibly can.

Vote: Unanimous

(A fuller explanation of the policy will be posted on a separate web page.)

Councillor Walmsley proposed, seconded by Councillor Evans, that the council should approve the following policy for the use of parish noticeboards

The Parish Council's noticeboards are for Parish Council notices and other public information notices (such as local services or contact details). The Parish Council is happy to permit their use for notices about events run by local non-profit-making clubs, societies and charities, and for events taking place in Shawford Village Hall or the Reeves Scout Hall, Compton, both of which are run on a charitable basis.

Vote: Unanimous

The council also agreed to:

- i) Authorise the creation and publication of a contact list for use in civil emergencies affecting the parish;
- ii) Note that the F&A Committee will be starting a 28 day fee trial to evaluate the Parish Online Mapping service;
- iii) Note that it will no longer be possible to hold our meetings on the first Tuesdays of October and April in the Scout Hall, as resolved at our April 2009 meeting.

Councillor Evans expressed concern that council meetings were no longer to be held in Compton and asked whether it would be possible to use the school. Councillor Southgate agreed to approach the Headteacher, Allison Driver.

Following discussion, the council agreed that it should proceed with the Village Design Statement as currently drafted and not to take into consideration the government's draft National Planning Policy Framework, which is likely to be altered as it proceeds through parliament.

The clerk advised the council that invitations to the Civic Service on 16 October 2011 had issued. Councillor Millar agreed to organise the catering.

8. Queen's Diamond Jubilee

Councillor Stevens advised the council that the Queen's Jubilee committee had already raised £1200 in sponsorship for next year's celebrations. She anticipated that outgoings on an entertainer and falconer would cost around £375 but funding still needed to be secured to cover the cost of the marquee, which will be needed for the Ball on Saturday and events planned for Bank Holiday Monday. The Sports Club had agreed to meet 50% of the cost of hiring the marquee (approximately £3000) and she recommended the council should be prepared to meet the remaining 50% from the £2000 already set aside for the jubilee celebrations. All agreed.

<p>Decision: The Parish Council will meet 50% of the cost of hiring the marquee for the Queen's Jubilee celebrations in 2012 (approximately £1500).</p>
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9. Highways, Byways, M3 and Environment Committee

The clerk submitted his report. Following Councillor Broomfield's request to stand down temporarily from the role, it was agreed that Councillor Southgate would take over as Highways Convenor. The clerk noted that the cost of repairing the bus shelter in Otterbourne Road, which had been vandalised, amounted to £565.40 (not including VAT). A claim for £315.40 had been submitted to the council's insurers: there being a £250 excess on the policy. He also noted that the resurfacing of Compton Street has been deferred until the week commencing 24 October 2011 (half term). It will take place overnight between the hours of 7.00pm to 7.00am.

Councillor Evans expressed concern that since Hampshire County Council (HCC) considers the land to the north of Martins Fields to be a 'specialist farm' it can not be released for use as affordable housing. Councillor Beckett agreed to investigate.

10. Transport

Councillor Southgate had met several residents of Pearson Lane and most seemed willing to accept the WCC suggestion, of double yellow lines along one side of the road, as the best compromise to the problem of congested parking in Shawford. There is now a problem with parking on the road to The Malms, for which HCC is considering several options. He also noted that HCC has advised that, as of 1 October, 2011, the price of unmetered energy for street lighting will increase to approximately 9.25 pence per kilowatt/hour. The precise charge (inclusive of the Climate Change Levy) will be announced in due course. This is an increase of 2.012p (22%) over what the Parish Council has been paying for the previous 6 months: prior to that the charge had been 8.344p.

11. Footpaths

Councillor Southgate agreed to consult Mr Wilkinson about his recommendations for improving the parish footpaths and to make a proposal to the council at the next meeting in on 4 October 2011.

Action: Councillor Southgate to consult Mr Wilkinson and to submit a proposal for improving the parish footpaths at the council meeting on 4 October 2011.

12. Playing Fields Management Committee

Councillor Millar presented her report. Due to an uneven and mistimed application of fertilizer on Memorial Playing Fields, the council's grass cutting contractor, Jim Kimber, had encountered major mowing problems. He has made a number of recommendations for improving the condition of the playing fields, including 'verti draining' (£750) and 'spraying for weeds' (£350). These costs could be met from the grass cutting budget and, since the Sports Club is prepared to meet the costs of his other recommendations, i.e. 'slitting' and 'fertilising', she recommended that the council should instruct Mr Kimber to proceed. All agreed.

Ernest Pointer Fencing has yet to begin work on the fencing contract for Attwoods Drove/ Compton St Playground (funding from WCC has been agreed on receipt of invoices) but assurances have been received that all the equipment has been received from their suppliers and work should begin shortly.

13. Planning Committee

Councillor Bell presented his report. He advised the council that he had followed up with those local organisations, which had responded to the initial Blueprint consultation. His response to WCC was short and generally supportive of the policies proposing larger settlement developments, greater use of the towns and supporting modest development in other areas. However, he noted that it is proposed to remove settlement boundaries, which is contrary to local wishes, as manifested in the Village Design Statement (VDS).

14. CASCA

Councillor Millar reported that the summer refurbishment of the village hall had been completed to a good standard. She was advised to contact County Councillor Bailey about the provision of a grit bin for the village hall.

15. Date of the Next Meeting

7.30pm Tuesday 4 October 2011 at All Saints School Compton.

U Stevens, Chairman

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



Compton and Shawford Parish Council

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Minutes of the Compton and Shawford Parish Council Meeting held at 7.30pm Tuesday 4 October 2011 at All Saints School, Compton.

Present: Councillors U Stevens (chairman), G Beckett, M Bell, J Millar, M Southgate, A Walmsley, M Wilkinson and Mr D Drake (clerk).

Apologies: Councillors J Evans and J Broomfield

In attendance: County Councillor C Bailey (until 8.30), Ms Lorraine Ireland (until 8.15) and 4 members of the public (until 8.45).

1. Correspondence

Correspondence was circulated to all councillors for perusal.

2. Police Report

Since there were no police officers present, the chairman drew on information contained within Sgt Hills's report on the recent PACT meeting. He had advised the meeting that the police had received a number of requests for the use of a speed data recorder, which is placed at the roadside for 2 week periods to discreetly record speeds. However, the criteria set by the Association of Chief Police Officers are quite prescriptive: only when the data shows speeding above a certain threshold will speed traps be set in a particular area.

The chairman noted that a decision on the proposal to reduce the speed limit along Otterbourne Road had been delayed until 8 November 2011, when Hampshire County Councillor M Kendall, will review the recommendations and objections. Following a short discussion on whether the Parish Council should be represented at the meeting, Councillor Beckett proposed, seconded by Councillor Walmsley, that the Parish Council should not be represented. This did not preclude individual councillors attending the meeting in their own right.

Vote: For 5, Against 0, Abstain 2.

3. Winchester Safety Partnership

Ms Lorraine Ireland briefed the council on the work of the Winchester Safety Partnership, which is a joint organisation supported by Hampshire County Council (HCC), Hampshire Constabulary and Hampshire Fire & Rescue.

The meeting was suspended for ten minutes to enable a hedgehog to be removed.

4. Minutes

Councillor Millar proposed, seconded by Councillor Walmsley, that the minutes of the meeting held on 6 September 2011 were a true record.

Vote: Unanimous

5. Matters Arising and Outstanding Action Points

Councillor Beckett reported that, when he meets Councillor Thornber on Thursday, he intends to speak to him about the land to the north of Martins Fields that HCC considers to be a 'specialist farm' and therefore cannot be released for use as affordable housing. He is liaising closely with WCC Planning Department on the conversion of the Compton Post Office building into affordable housing but felt that there may be a delay until new legislation on council owned properties comes into force in the spring of 2012.

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

6. Mrs Haste noted that asbestos had recently been removed from the Post Office building. Mrs Harding expressed concern about parking in Compton Street and Otterbourne Road at the beginning and end of the school day. The problem was particularly acute on Thursdays when a coach hired to take the school children to the swimming pool is blocking the bus stop area. As consequence, the drivers of regular bus services are unable to stop to collect passengers waiting at the bus stop. Councillor Southgate agreed to consult the school management.

Action: Councillor Southgate to consult the school management to see if alternative arrangements can be made for the collection of children attending swimming lessons.
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There being no further comments from members of the public, the meeting was reconvened.

7. County and District Councillors' Reports

Councillor Bailey advised the council that the resurfacing of Compton Street is still scheduled to take place during the half term of October 24th to 28th. She was also arranging a meeting with Councillor Southgate, Peter Eade (HCC) and a resident, Steven Hunter, to discuss the next stages of kerbing in Pearson Lane. She was also pleased to announce that plans for the crossing on Otterbourne Road are being considered as part of the Winchester to Twyford cycle route. Finally she advised the council that the Environment Agency is undertaking a joint review with Government on the requirement to register small domestic sewage discharges in England, details of which will be announced in the next few weeks. While the review is under way, they will not require the registration of small domestic sewage discharges, including septic tanks - although householders can still register if they wish.

Councillor Beckett noted that the decision on Barton Farm by Eric Pickles MP may have significant legal and planning implications for Winchester City Council, which needs to find 4000 new homes for Winchester. It could impact on the outcome of Pitt Manor, for which the hearing starts on 22nd November at 10.00am (for five days) and will be based at the Guildhall. The inspector will consider the application for mixed use development comprising 200 homes, including 80 affordable dwellings, a 200 space park and ride facility with associated access roads, footways, etc.

Councillor Beckett was also pleased to announce that, following discussions with HCC, sufficient funding had now been obtained to maintain the Hockley viaduct, which will become part of a north/south cycle route.

8. Planning Committee

Councillor Bell presented his report. He advised the council that an apology had been received from the head of WCC's Planning Department, Simon Finch. [WCC had failed to take into consideration the council's comments on the size of the Bridge Hotel signs.] This being the second such incident this year, he was concerned that, at a time when the Government was looking to allow an expansion of settlement boundaries, the views of parish councils were being marginalised.

9. Finance and Administration

Councillor Walmsley presented his report. He proposed, seconded by Councillor Bell, that the council should approve the list of cheques (payments made since 6 September 2011) and the financial statement.

Vote: Unanimous

Councillor Walmsley also proposed that the council should hold the April 2012 meeting in the Jubilee Pavilion. Following discussion it was agreed that, subject to the approval of the head teacher, the council would meet in the school in April 2012 and in the Jubilee Pavilion in February 2012.

Councillor Southgate proposed, seconded by Councillor Wilkinson, that the council should make a donation to the school of £30 in appreciation of its willingness to hold tonight's meeting on school premises.

Vote: For 6 Against 0 Abstain 1

Since the council will not be meeting in November, Councillor Walmsley invited convenors to submit details of any known expenditure for 2012/13, over and above normal activities, to the clerk. The Finance and Administration Committee will meet on 3 November to produce a draft budget for discussion by the full council in December.

The clerk reported that over 70 people had accepted invitations to the Civic Service on 16 October 2011. Arrangements for refreshments were being coordinated by Councillor Millar and Mr Stevens.

10. Playing Fields Management Committee

Councillor Millar presented her report. New fencing had now been installed at the Compton Street Playing Fields. Although the contractor's performance had been far from perfect, the council agreed to pay the invoice of £2400 + VAT. Councillor Millar will now submit an application to the WCC Open Spaces Fund (OSF) for reimbursement. Councillor Millar added that she was extremely grateful for the support provided by Keith Evans and the chairman agreed to send him a letter of appreciation. Councillor Millar noted that she will be including the £32 cost of quarterly inspections in the Playing Fields budget for 2012/13. It was agreed that the enforcement of dog control orders at the Memorial Playing Fields would be extremely difficult. Councillor Millar was asked to obtain an estimate for the provision of new 'anti-fouling' dog signs in time for December's meeting. The council agreed that Councillor Millar could also apply to the OSF for the funding of new cricket nets at the Memorial Playing Fields (MPF).

Action: Chairman to write to Keith Evans thanking him for his support on the fencing contract.

Action: Councillor Millar to obtain an estimate for the provision of new 'anti-fouling' dog signs.

Action: Councillor Millar to request funding from the OSF for new cricket covers at the MPF.

11. Highways, Byways, M3 and Environment Committee

Councillor Southgate presented his report. He had been in discussion with Mr Wilkinson about plans to re-open the pathway alongside the railway track in Southdown and had sought assistance, from HCC Rights of Way, in trying to establish ownership of the land before allowing a team of volunteers on the site. He noted that the clerk had attended a briefing on the project to replace street lights within Hampshire. No action would be taken in the parish prior to 2014 but, before the lights are changed, there would be a six month consultation period. This was probably the best time to consult the parish population about increasing the number of street lights in Compton Street. Following a comment from Councillor Wilkinson, it was agreed that the council should make a request to WCC for a dual purpose litter bin to be sited at the end of Bridge Lane. Councillor Wilkinson agreed to produce an outline site map, which could then be forwarded to WCC together with the request.

12. Queen's Diamond Jubilee (QDJ)

Councillor Stevens reported that planning was going well and that the next meeting of the QDJ committee was scheduled for 17 October 2011.

13. CASCA

Councillor Millar reported that the CASCA AGM would take place on 18 November 2011.

14. Date of the Next Meeting

7.30pm Tuesday 6 December 2011 in the Compton Room, Shawford Village Hall.

U Stevens, Chairman

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



Compton and Shawford Parish Council

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Present: Councillors J Evans (chairman), M Bell, J Millar, M Southgate, A Walmsley, M Wilkinson, G Beckett (from 7.58), and Mr D Drake (clerk).

Apologies: Councillors U Stevens and J Broomfield, County Councillor C Bailey

In attendance: 6 members of the public.

1. Police Report

PCSO Richard Nolan reported that there had been two incidents of anti-social behaviour and three suspicious incidents in the past month. He reminded the council that Twyford police station would be closing on 8 January 2012 and that new officers, based in Alresford, would be assigned to police Compton and Shawford.

2. Minutes

Councillor Wilkinson proposed, seconded by Councillor Millar, that the minutes of the meeting held on 4 October 2011 were a true record.

Vote: Unanimous

3. Matters Arising and Outstanding Action Points

Councillor Wilkinson reported that, following discussion with the residents at the end of Bridge Lane, it had been decided not to provide a multi-rubbish bin at the start of Footpath 24, but to monitor the situation over another year. Councillor Southgate had investigated the complaint about the difficulties caused by the collection of school children attending swimming lessons and found that there was no easy solution to the problem, which only occurred during the autumn term. The clerk noted that, having checked the appropriate legislation, the council can not hold meetings in the Sports Club because it is a licensed premises. The February meeting will be held in Shawford village hall,

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

4. Mr Duguid expressed concern about the new parking arrangements outside the shops in Shawford, which were causing difficulties for the residents of Park View. He had written to Winchester City Council about the matter but had not received a reply. Councillor Southgate was sympathetic to his concerns and informed him that he was due to meet a WCC official next week and would review the situation with her. Mrs Caffyn thanked Councillor Wilkinson for her efforts in encouraging BT to renovate the telephone kiosk and to Mr Wilkinson for his efforts in opening the footpath along the railway line. She also expressed concern about the siting of the flashing speed lights, which did not appear to be located in the positions recommended by local police officers. She wondered whether the lights provided parishioners with value for money. The chairman noted her comments and indicated that the subject was on the agenda for discussion. Mr Caldwell was concerned about the lack of white lines at the junction of Compton Street and Attwoods Drive. Councillor Walmsley said that he had already reported the need for the white lines to be reinstated to County Councillor Bailey but he would repeat the request as a matter of some urgency. Finally, at the request of Compton Tenants' Association, Councillor Millar undertook to speak to the Sports Club to see if they would be willing to add white lines to the football pitch at Compton.

There being no further comments from members of the public, the meeting was reconvened.

5. County and District Councillors' Reports

The council took as read County Councillor Bailey's report. Councillors noted that the Olympic torch would be conveyed through Winchester on 11 July 2012. Councillor Beckett reported that he had spoken to the Estates Officer at Hampshire County Council, who had promised him a letter explaining why the land to the north of Martins Fields was not considered suitable for social housing. The chairman said that, while the council waited for the letter, she would contact WCC/CAH to look again at the second and third most appropriate sites for development of social housing within the parish. The clerk undertook to provide her with the appropriate papers. Councillor Beckett added that he had been very pleased with the outcome of discussions with HCC and SUSTRANS about the renovation of Hockley Viaduct and its potential for use as part of a north/south cycle track. He hoped the Parish Council would be prepared to consider making a financial contribution towards the renovation project. Following discussion, it was agreed that the Finance and Administration Committee should consider Councillor Beckett's suggestion and report back in the new year.

Action: Councillor Evans to consult WCC/CAH about the second and third most appropriate sites for social housing development, with a view to developing these sites in the event that the area to the north of Martins Fields becomes unavailable.

Action: F&A Committee to consider whether the council should make a financial contribution towards the renovation of the Hockley Viaduct.

6. CASCA

Councillor Millar advised the council that the CASCA AGM had gone well and that the next committee meeting would be on 6th February 2012.

Councillor Walmsley reminded the council that under the current agreement with CASCA the Parish Council pays £1000 to Association annually, to cover all council meetings held in the village hall. Now that fewer meetings were being held, of which two are scheduled to be held in Compton village, he recommended that, with effect from April 2012, the council should pay for the use of the hall at CASCA's normal rate. He noted that the council is already holding a sinking fund of £15,000 for Parish Hall maintenance; that CASCA's annual rent to the PC is only £12 and this will continue; and that caretaker Frank Smith should receive his normal commission on the council's use of the hall. All agreed. Following a suggestion from Councillor Millar, it was agreed that the clerk should write to CASCA's chairman, John Griffith, outlining the new arrangements.

Action: Clerk to write to the CASCA chairman John Griffith to inform him of the new arrangements for hiring the village hall.

7. Finance and Administration

Councillor Walmsley presented his report. [The clerk left the room.] He recommended that, in addition to the contractual annual single scale point increment, an additional scale point increment should be awarded to the clerk for outstanding service during the year, in particular for acting as stand-in Highways Convenor immediately following Councillor Broomfield's resignation from that role. All agreed. [The clerk returned.]

Councillor Walmsley proposed, seconded by Councillor Southgate, that the council should set its budget for 2012/13 as per the Proposed Budget paper and spreadsheet. This would result in a precept of £27,170 for 2012/13 (unchanged since 2010/11). The budget includes the new arrangements with CASCA for the hire of the hall and, because the Finance & Administration (F&A) committee does not consider them to provide value for money, the withdrawal of Compton and Shawford from the five parish consortium, which currently provides the flashing speed lights under rotation.

Vote: Unanimous.

Councillor Walmsley proposed, seconded by Councillor Wilkinson that the council should:

- Record that the internal audit review was carried out after the F&A committee's 3 November meeting, and to approve that the attached review document be made public on the PC website;
- Note that the F&A committee approved the rollover of funds on deposit at the Bank of Scotland, at the rate of 2.1%;
- Approve the list of cheques (payments made since 4 October 2011);
- Approve the Financial Statement;
- Approve the following amendments to the Financial Regulations:
 - i) In paragraph 1.1, following the text "the prevention and detection of fraud and corruption" add the words "(including bribery)", in recognition of the Bribery Act 2010 which came into force on 1 July 2011;
 - ii) Update the table in paragraph 7.3 to reflect the latest HMRC approved mileage rate for cars (45p) and;
- Record that the F&A committee reviewed the Council's Risk Management Guidelines and Standing orders and did not recommend any changes at this time.

Vote: Unanimous.

Decision: The precept for the financial year 2012/13 should be set at £27,170.

9. Planning Committee

Councillor Bell presented his report. He noted that the 'Lundy' appeal had been dismissed, which may well help with opposition to similar/large developments in the area. Councillor Beckett agreed. He believed the inspector's reasons for dismissal supported the council's position on development within the parish. Following discussion, the council agreed that the planning committee's current mode of operation, where consultation is by either by email or telephone, was acceptable. The committee will only meet as a group when deemed necessary by the committee's chairman, or at the request of a committee member.

10. Highways, Byways, M3 and Environment Committee

Councillor Southgate presented his report. The council considered whether to request a change to the bus fare stage for Highways Road and Southdown Road. Of the five bus stops in the parish on the Bluestar routes three are designated as Compton but the ones at Southdown Road and at Highways Road are designated as Otterbourne. The effect of this is to make travel into Winchester very expensive, but cheaper into Southampton. Bluestar has indicated that the company is prepared to make a change for either one or both stops but has advised that the council may well get negative feedback from those paying more. The council decided to include a reference to the problem in the parish magazine to see if it encouraged any feedback from parishioners.

A recent meeting of Pearson Lane residents had concluded that the proposals for parking restrictions, previously circulated by WCC, were worth supporting but they had requested an extension of the yellow lines to the upper end of Pearson Lane. Councillor Southgate had subsequently received correspondence from other residents indicating that they were not in favour of the proposed extension. Following discussion, the council decided to support the current plans, which only provide for yellow lines at the lower end of Pearson Lane.

Councillor Southgate advised the council that he had attended the recent meeting on the closure of Twyford police station. He had queried the logic of the local police team being based at Alresford but had accepted Inspector Reddin's arguments because of the 'rural nature' of the parish. He noted that Otterbourne PC had offered the police access to their village hall to create an ad hoc office and a comfort break facility for local police officers. He hoped that CASCA could offer 'comfort' facilities at Shawford village hall. Councillor Millar undertook to raise the issue with CASCA's chairman, John Griffith.

Councillor Southgate also noted that councillors had received individual copies of the letter from HCC indicating that the Transport Department did not intend to proceed with the proposed reduction in the speed limit along Otterbourne Road.

Action: Councillor Millar to seek the cooperation of CASCA's chairman, John Griffith, in providing local police officers with 'comfort' facilities at the village hall.

11. Footpaths

Councillor Wilkinson presented Mr Wilkinson's report. Following two Saturdays of work by local volunteers, the track at the foot of Shawford Down leading to the bottom of Southdown Road has now been cleared. The council asked Councillor Wilkinson to thank Mr Wilkinson for his efforts on behalf of the community and agreed to his suggestion that the clerk should now submit a request HCC to adopt this track as an extension of FP32. Councillor Wilkinson added that Mr Wilkinson had also submitted a grant application to Hampshire County Council, as part of the Countryside Access Small Grants Scheme, for the production and siting of a map board at the base of Shawford Down. This would provide 50% of the total cost of £576. She proposed, seconded by Councillor Southgate, that the council should meet the balance of £288.

Vote: Unanimous.

Finally, Councillor Wilkinson noted that Mr Wilkinson had had a positive meeting with Nick Farthing, the Sustrans regional officer, and had walked several potential routes for cycle ways through the village. Following discussion, the council agreed to support 'in principle' the possibility of a cycle route through the parish and asked that Mr Wilkinson should to revert in the new year with more detailed proposals.

Action: Clerk to submit a request to HCC that the track at the foot of Shawford Down leading to the bottom of Southdown Road should be adopted as an extension to F32.

Action: Mr Wilkinson to submit more detailed proposals for a cycle track in the new year.

Decision: The council to pay £288 towards the cost of the footpath map board at the base of Shawford Down.

12. Playing Fields Management Committee

Councillor Millar presented her report. She proposed, seconded by Councillor Wilkinson that, subject to WCC Open Spaces funding being made available, the council should accept the tender provided by Durant Cricket for the provision of cricket pitch covers at a cost of £3,865 (+ VAT). During the subsequent discussion concern was expressed about the use of the Open Spaces Fund for the provision of equipment for private clubs, but, nevertheless, the council agreed to proceed with the application.

Vote: For 5, Against 1, Abstain 1.

Councillor Millar, seconded by Councillor Evans, proposed that the council should seek Open Spaces funding for the replacement of the goal post and nets at the Compton Street play area.

Vote: Unanimous.

The council also discussed the replacement of the dog anti-fouling signs at the Memorial Playing Fields (MPF). It agreed to provide the Sports Club with six small signs to be placed at suitable locations, at the club's discretion. It also agreed that the clerk should write to local stables requesting that horse riders keep to the road, when riding in the vicinity of the MPF.

Councillor Millar advised the council that, Vitaplay had been awarded a contract at a cost of £3058.76 (+VAT) for improvements to the safety surface and edging at the Compton Street play area. A contract had also been awarded to Alexander's Garden Services to cut back overgrown vegetation at the MPF, at a cost of £720. She was very grateful to John Richardson for providing the specification. It was agreed that the chairman should write to Mr Richardson thanking him on behalf of the council.

The council also agreed to the proposal that Simon White should be instructed to undertake a series of quarterly inspections of play equipment at the Compton Street and MPF play areas at an estimated annual cost of £256.

Decision: Subject to Open Spaces funding, the council agreed to award the contract for the provision of cricket pitch covers to Durant Cricket.

Decision: Simon White to undertake quarterly inspections at the parish play areas.

Action: Councillor Millar to seek Open Spaces funding for the provision of new goal posts and nets at the Compton Street play area.

Action: Councillor Stevens to write to John Richardson thanking him for his efforts in providing the specification and supervising the project to cut back overgrown vegetation at the MPF.

Action: Clerk to write to local stables requesting that horse riders keep to the road, when riding in the vicinity of the MPF.

13. Queen's Diamond Jubilee (QDJ)

The council noted the report provided by Councillor Stevens on planning for the Queen's Jubilee celebrations. Consideration is being given to a treasure hunt, cricket match and memorial evensong on Sunday 3 June 2012 and a plethora of activities on Monday 4 June 2012, including the possibility of lighting a beacon on Shawford Down.

14. Civic Service

The council noted concerns about the format of the civic service held on 16 October 2011 and asked Councillor Walmsley to liaise with the rector to see if a 'less formal' service could be accommodated, when it is next held in Compton All Saints Church in 2013.

15. Date of the Next Meeting

7.30pm Tuesday 7 February 2012 in the Compton Room, Shawford Village Hall.

U Stevens, Chairman

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