



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 7 February 2012 at Shawford Village Hall.

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

Apologies: None

In attendance: County Councillor C Bailey (until 8.00), PCSO Michelle Gay (until 7.50), and 3 members of the public.

1. Minutes

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

Vote: Unanimous

2. Matters Arising and Outstanding Action Points

Councillor Walmsley proposed, seconded by Councillor Bell, that the council should include a provision in its budget for 2013/14 to help with the cost of renovating the Hockley Viaduct. All agreed. The chairman said that she would be writing to John Richardson within the next few days. All other outstanding actions from the last meeting had been actioned.

<p>Decision: The council to include a provision in its budget for 2013/14 to help with the cost of renovating the Hockley Viaduct.</p>

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

Representatives of the Compton Tenants Association indicated that they were "really pleased" to hear that the Compton Street football pitch was to be improved substantially. Councillor Walmsley noted that Pat Haste had indicated that she intended to resign as chair of the Compton Tenants' Association and asked that a vote of thanks for her efforts on behalf of the organisation should be recorded in the minutes. All agreed.

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

3. Police Report

PCSO Michelle Gay introduced herself to the council.

4. County and District Councillors' Reports

County Councillor Bailey invited local organisations to bid for a small allocation of funds remaining in her community budget. Councillors Stevens, Evans, and Southgate agreed to inform the Scouts, Pre-School organisers and SOCCT.

5. Finance and Administration

Councillor Walmsley presented his report. He proposed, seconded by Councillor Wilkinson, that the council should:

- Note the list payments made since 6 December 2011;
- To approve the financial statement dated 31 January 2012;
- Re-appoint John Murray as the internal auditor for the Council's accounts for 2011/12 on the same terms and at the same fee (£260) as last year;
- To note the minutes of the Village Design Statement committee held on 16 January 2012 and to agree that the extraordinary public meeting for the dissolution of the PP/VDS committee and disposition of funds should be held at 7.00pm on 6 March 2012;
- To confirm 7.30pm 19 April 2012 as the time and date of the Annual Parish Meeting (APM);
- To agree a timetable for the production and distribution of an Annual Report in addition to the APM agenda;
- To note the casual vacancy, caused by the resignation of John Broomfield, and to agree, in view of the forthcoming election on 3 May 2012, not to seek a co-option;
- To approve the F&A decision to constitute the Queen's Diamond Jubilee Committee as a sub-committee of the F&A committee, subject to its constitution and membership being confirmed by the F&A committee at, or before, the council meeting on 6 March 2012.

Vote: For 8 Against 0

It was agreed that convenors will be expected to produce contributions for the Annual Report, which will be coordinated by Councillor Walmsley, by 9 March 2012.

Action: Clerk to inform John Murray that he has been re-appointed as the council's internal auditor.

6. Playing Fields Management Committee

Councillor Millar presented her report. The council did not consider it appropriate to change the name of the Memorial Playing Fields but believed that a case could be made for renaming the Compton Street Playing Fields to the 'Queen Elizabeth II Fields' in honour of the Diamond Jubilee. It was agreed to place the renaming of the Compton Street Playing Fields on the agenda for the APM.

The council discussed the Government's Planning Inspectorate (PINS) proposal that, in future, there should be clear justification of the requirement for an open space contribution from local developers in Compton & Shawford. It was noted that the WCC Open Spaces Strategy still includes a provision for a play area in Shawford and councillors agreed that Councillor Millar should remind Stuart Dunbar-Dempsey, WCC Open Spaces Fund, accordingly.

Councillor Millar proposed, seconded by Councillor Evans, that the council should accept the Vita Play Limited quotation of £3,690 for the provision of new goal posts, nets and an area of artificial turf at the Compton Street playing field.

Vote: For 8 Against 0

Action: Clerk to submit application papers to WCC Open Spaces Fund recommending acceptance of the Vita Play quotation for improvements to the Compton Street playing field.
--

Action: Councillor Millar to remind Stuart Dunbar Dempsey, OSF, that Open Spaces Strategy still includes a provision for a play area in Shawford.
--

7. CASCA

Councillor Millar reported that the CASCA committee had agreed to local police officers being able to use the village hall for 'convenience breaks', as and when required.

8. Highways Committee

Councillor Southgate presented his report. He proposed, seconded by Councillor Walmsley, that the council join ten other local parish councils in HCC's Lengthsman project. The project will be funded by HCC with little additional cost to the Parish Council but participation will increase the workload for the highways and playing fields convenors. Potential projects could include an annual power wash of the six bus shelters and annual trims of the vegetation at the MPF and Compton Street playing fields. Day to day administration will be undertaken by Otterbourne PC, the lead council.

Vote: For 8 Against 0

The council discussed the article on Otterbourne Road in the December edition of the Liberal Democrat newsletter 'Focus' and agreed that no action was required.

The council agreed that the chairman should write to John Broomfield to thank him for his service to the parish during his time as a councillor.

Action: Chairman to write a thank you letter to John Broomfield.

9. Planning Committee

Councillor Bell presented his report. He noted that WCC was organising a Planning Policy/Community Planning Briefing on 29 February 2012. Both he and Councillor Evans would be attending.

10. Footpaths

The clerk reported that HCC had approved the council's application for a grant of £287.50 (50%), for the production of a mapboard showing countryside access in the parish, but the grant was only valid if the work is completed within this financial year i.e. by 31 March 2012. He added that Alison Perry, HCC, had forwarded the council's request for an extension of Footpath 32 to Emma Noyce in the Legal Department for attention. She believes that County Councillors will need to agree to the footpath being put on the map but does not foresee any problems.

Action: John Wilkinson to ensure the mapboard is produced by 31 March 2012.
--

11. Queen's Diamond Jubilee (QDJ)

Councillor Stevens reported that QDJ committee had made considerable progress since the council had last met. Events would be taking place on all four days of the Queen's Jubilee weekend.

12. Date of the Next Meeting

7.30 pm Tuesday 6 March 2012 in 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 6 March 2012 at Shawford Village Hall.

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

Apologies: Councillors J Evans and M Southgate, District Councillor J Warwick.

In attendance: County Councillor C Bailey (until 8.00), PCSO Michelle Gay (until 7.50), and 5 members of the public.

1. Police Report

PCSO Michelle Gay presented her report. She briefed the council on her intention to hold 'surgeries' in Compton & Shawford at two monthly intervals: each one lasting one hour on the same day. Since the Scouts will not be charging for the use of the Reeves Scout Hall in Compton, Councillor Millar undertook to consult the CASCA committee to see if similar arrangements could be introduced for Shawford village hall.

<p>Action: Councillor Millar to consult the CASCA committee to see if the room hire fee could be waived to allow PCSO Gay to conduct surgeries in Shawford village hall.</p>

2. Minutes

Councillor Walmsley proposed, seconded by Councillor Bell that the minutes of the meeting held on 7 February 2012 were a true record.

Vote: Unanimous

3. Matters Arising and Outstanding Action Points

The clerk noted that the figure quoted in the minutes, for the provision of new goal posts, nets and an area of artificial turf at the Compton Street playing field, was incorrect. The Vita Play quote was £4502.40 not £3690.00, as quoted in the minutes. It was still the lowest compliant bid and, since funding was being provided by WCC Open Spaces Fund, would have no effect on the council's financial situation. Councillor Beckett advised that he was still in consultation with HCC over the use of the land to the north of Martins Field for social housing. There were no other outstanding actions.

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

Mrs Caffyn expressed her gratitude to the council and County Councillor Bailey for their efforts in obtaining funding for the pedestrian island in Otterbourne Road. Mrs Haste said that the boys were 'over the moon' about having a proper football pitch in Compton. She also wondered whether it would be possible to stop dogs from being exercised on the field, since some owners were not removing their dog's 'poo'. Councillor Millar undertook to consult the Playing Fields committee to see what action, if any, could be taken.

Action: Councillor Millar undertook to consult the Playing Fields Committee to see what action, if any, could be taken to restrict the public from exercising their dogs on the Compton Street playing field.

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

4. County and District Councillors' Reports

County Councillor Bailey briefed the council on a number of projects, including potential improvements to parish roads and the Itchen Navigation. She reported that from 10 June 2012 the Compton bus service would revert to its old timetable. At the request of Councillor Wilkinson, she offered to write to Winchester City Council (WCC) about the excessive amount of litter near the Hockley traffic lights. Upon receipt of precise details from Councillor Walmsley, she also agreed to consult Hampshire County Council about the reinstatement of white lines in Compton Street.

Councillor Beckett briefed the council on the new planning legislation and the relevance of neighbourhood plans, which must comply with the Winchester Development Plan. He also provided a briefing paper on how the New Homes Bonus arrangements will be managed. Finally Councillor Beckett advised the council that he would be standing down, as both a district and parish councillor, at the next election. The chairman thanked him for his commitment to Compton & Shawford over many years.

5. Finance and Administration

Councillor Walmsley presented his report. He proposed, seconded by Councillor Millar, that the council should:

- i) Approve the Financial Statement,
- ii) Note the list of payments made since 7 February 2012,
- iii) Approve the updated Risk Assessment and Asset Register.

Vote: Unanimous

Councillor Walmsley also asked the council to note that £2000 will be transferred into the Jubilee Pavilion sinking fund at the end of this financial year, with a further £1000 planned for transfer in 2012/13. This will mean that, by 31 March 2013, the sinking fund will have reached £11,000.

The council discussed the draft constitution for the Queen's Diamond Jubilee sub committee. Councillor Walmsley proposed, seconded by Councillor Wilkinson, that it should be adopted with Councillor Stevens in the role of chairman. Councillor Stevens undertook to provide the clerk with a list of committee members.

Vote: Unanimous

Decision: The adoption of the draft constitution for the Queen's Diamond jubilee Committee.

Action: Councillor Stevens to provide the clerk with a list of QDJ committee members.

6. Playing Fields Management Committee

Councillor Millar presented her report. She mentioned that the Cricket Club had submitted a request for additional cuts of the cricket pitch and suggested that, since the club was benefitting from the donation of new cricket pitch covers (valued at £4368), it would be reasonable for the club's members to meet the additional cost of £340. There were no dissenters.

7. Planning Committee

Councillor Bell presented his report. Following discussion, the council agreed that there was no need to comment on the Winchester Development Plan Part 1.

9. Highways Committee

The clerk briefed the council on the need to update the arrangements with Mrs Russell and Mr Goodyear for the cleaning of the parish bus shelters and M3 subway. Councillor Walmsley proposed, seconded by Councillor Millar, that the council should approve the new arrangements.

Vote: Unanimous

The chairman briefed the council on the contents of Steve Brine MP's letter about resurfacing the M3. He had been informed by the PUS for Transport, Mike Penning MP, that such action was "unlikely to take place much before 2020". She had thanked Mr Brine for his efforts while expressing concern and disappointment at the news.

Following the meeting, the chairman signed the agreement with Otterbourne Parish Council (the lead council) committing Compton & Shawford Parish Council to participation in the Lengthsman project until 31 March 2013.

Decision: New arrangements for the cleaning of the parish bus shelters and M3 subway.
--

10. Footpaths

Councillor Wilkinson reported that work on the Map Board was well underway and that the clerk had been asked to submit a claim for the 50% grant to HCC. Given the problem with litter at Compton Lock, it was agreed that Councillor Wilkinson should ask WCC to place two "Take your litter home" signs in the vicinity of the lock.

Action: Councillor Wilkinson to ask WCC to place two "Take your litter home" signs in the vicinity of the lock.
--

11. Queen's Diamond Jubilee (QDJ)

Councillor Stevens reported that QDJ committee was scheduled to meet on 19 March 2012. The main event would be on Monday 4 June 2012 and a programme would be distributed to every household within the parish in late April/early May.

12. Date of the Next Meeting

7.30 pm Tuesday 3 April 2012 in the Reeves Scout Hall, Compton.

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 April 2012 at the Reeves Scout Hall, Compton.

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

Apologies: PCSO M Gay.

In attendance: County Councillor C Bailey (until 8.10), District Councillor J Warwick, and 5 members of the public.

1. Police Report

The clerk informed the council that there had been only one reported incident in the past month: an expensive horse rug had been taken from Compton Street but had been returned the following morning. PCSO Gay intended to hold surgeries on Wednesday 18 April 2012 at the Reeves Scout Hall in the morning and at Shawford village hall in the afternoon. Both she and PC Hagger would be attending the Annual Parish Meeting on Thursday 19 April 2012. Councillor Millar confirmed that CASCA would not be charging the police for the use of the village hall.

2. Minutes

Councillor Wilkinson proposed, seconded by Councillor Millar, that the minutes of the meeting held on 6 March 2012 were a true record.

Vote: Unanimous

3. Matters Arising and Outstanding Action Points

The clerk noted that both Mrs Russell and Mr Goodyear had accepted the revised terms for cleaning the bus shelters and M3 subway. Councillor Wilkinson reported that further consideration was being given to the erection of 'take your litter home' signs at Compton Lock. Following discussion, the chairman agreed to write to the chairman of Twyford PC to see if the two councils could agree on a common plan, towards reducing the amount of litter at the lock.

Action: Chairman to write to Twyford PC about litter at Compton Lock
--

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

Mrs Harding made a number of comments about the condition of the pavements and grass verges outside 'Chequers' and 'Rutlands' in Compton Street. The chairman undertook to contact the owners of both properties. Mrs Down was delighted with the improvements to the Compton playing field. Councillor Walmsley noted that he had observed several balls disappearing over the neighbouring fence. Councillor Millar agreed to consult the Playing Fields committee about the erection of a net/fence to try to reduce the problem. Mrs Caffyn expressed concern about misunderstandings over the Queen's Diamond Jubilee (QDJ) celebrations. She emphasised that this was very much a community wide celebration, in which many members of the parish were involved. She hoped that the Parish Council would continue to give the QDJ its full support.

Action: Councillor Stevens to contact the owners of 'Chequers' and 'Rutlands' about the condition of the pavements outside their properties.

Action: Councillor Millar to consult the Playing Fields Committee to see what action, if any, could be taken to reduce the problem of balls being kicked over the fence on the eastern side of the Compton playing field.

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

4. County and District Councillors' Reports

County Councillor Bailey briefed the council on a number of projects. She undertook to contact HCC Highways Department about the missing white lines in Compton Street, opposite Cheney House, and overgrown vegetation adjacent to the Park & Ride. Councillor Beckett announced that funding had been obtained for the construction of Cycle Track 23, which would cross the Hockley Viaduct. He noted that, over the past year, there had been a significant reduction in complaints about aircraft noise. Councillor Warwick briefed the council on the Best of British Festival.

5. Finance and Administration

Councillor Walmsley presented his report. He proposed, seconded by Councillor Bell, that the council should:

- i) Approve the Annual Return and the Financial Statement,
- ii) Note the list of payments made since 6 March 2012,
- iii) Approve the Annual Governance Statement for the financial year 2011/12.

Vote: Unanimous

The council discussed the appointment of an Itchen Navigation representative and agreed to defer a decision until the May meeting, when all council appointments had to be reviewed.

6. Annual Parish Meeting

The council noted that most copies of the Annual Report had been distributed to households within the parish and agreed on the agenda for the meeting on 19 April 2012. There was short discussion on the implications of renaming the Compton Street playing fields as the QE2 playing Fields. To do so would mean that the land would be registered as a playing field in perpetuity.

7. Playing Fields Management Committee

Councillor Millar presented her report. The council discussed the proposal to replace with gang mower at the MPF with a specialist cricket pitch mower, funded through the Open Spaces Fund, and decided that it would not be appropriate to do so. However, given health and safety concerns about the gang mower, which is currently accessible to the public, it was agreed that the clerk should write to the Sports Club to instruct the members to either remove it or to make it inaccessible to the public. It needed to be removed by 30 April 2012 to enable the QDJ sub-committee to complete the risk assessment required by the council's insurers. It was also agreed that Councillor Millar should seek estimates for the removal of the rusted chain link fence on the eastern side of the MPF.

Action: Councillor Millar to seek estimates for the removal of the chain link fence at the MPF

Action: Clerk to instruct the Sports Club to remove, or secure, the gang mower currently 'stored' on the MPF.

8. Planning Committee

Councillor Bell presented his report. He had recently attended a WDALC training session on Neighbourhood Planning. Producing a neighbourhood plan would be expensive and he wondered whether it might be more appropriate to concentrate on making proposals for incorporation into

WCC's Local Plan Part 2. He also wondered whether the council should consider proposing areas for development within the parish or leave such decisions to WCC planners. In the subsequent discussion, it was agreed that, in order to gauge public reaction, Councillor Bell should raise the subject at the APM.

The council also discussed the WCC proposals for 'exception sites' within the parish and agreed that Councillor Evans should accept the invitation to a meeting with the WCC team.

9. Highways Committee

Councillor Southgate presented his report. He had attended a meeting of the Southdown Residents' Association, where a number of topics had been raised including footpaths, planning policy, vegetation, play areas and the speed limit along Otterbourne Road. A formal letter from the Association on some of these subjects could be expected.

10. Footpaths

Councillor Wilkinson reported that Hampshire and Isle of Wight Trust was planning to remove the trees on the bank opposite the homes in Park View. This should relieve many of the residents' concerns. She had also received complaints from walkers about cyclists ignoring 'no cycling signs' along the Itchen Navigation. It was agreed that Councillor Wilkinson should contact HCC Rights of Way Department to see what action could be taken to mitigate the danger to walkers.

Action: Councillor Wilkinson to contact HCC RoW about cyclists ignoring no cycling signs.
--

11. Queen's Diamond Jubilee (QDJ)

Councillor Stevens proposed, seconded by Councillor Evans, that the Parish Council should use the residue of the £2000 allocated to support the Queen's Diamond Jubilee (QDJ) to pay for the outdoor relay sound system, priced at £480, and a Performing Arts Licence (£14).

Vote: For 7 Against 1

Councillor Stevens proposed, seconded by Councillor Evans, that the Parish Council should commit 'VDS funds' set aside for a community project to the following QDJ projects: £50 St John's Ambulance first aiders; £256 for programme printing; £300 for the Shawford Down beacon and circa £200 to provide commemorative medals for local school children.

Vote: For 6 Against 1 Abstain 1

During the discussion on the above, Councillor Stevens emphasised that Parish Council funds would not be used to support the Sports Club's Jubilee Ball and that over £1000 of the VDS funds would be retained by the council for future community projects.

Decision: PC to fund the following QDJ projects: outdoor relay service (£480); performing arts licence (£14); first aiders (£50); programme printing (£256); beacon £300; commemorative medals (circa £200).

12. Council Departures

The chairman closed the meeting by thanking Councillors Beckett and Millar for their outstanding service to the community over a considerable period of time. They would be much missed.

13. Date of the Next Meeting

7.30 pm Tuesday 8 May 2012 in the Heathcote 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 8 May 2012 at Shawford Village Hall.

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

Apologies: County Councillor C Bailey, District Councillor J Warwick and PCSO M Gay.

In attendance: 3 members of the public.

1. Elect a Chairman of the Council

Councillor Bell proposed, seconded by Councillor Southgate, that Councillor Stevens should be elected chairman of Compton & Shawford Parish Council.

Vote: Unanimous

Councillor Wilkinson proposed, seconded by Councillor Bell, that Councillor Evans should be elected Vice-Chairman of Compton & Shawford Parish Council.

Vote: Unanimous

2. Councillors' Acceptance of Office

All councillors provided the clerk with documents declaring their acceptance of office.

3. Minutes

Councillor Southgate proposed, seconded by Councillor Bell, that the minutes of the meeting held on 3 April 2012 were a true record.

Vote: For 6 Against 0 Abstain 2

4. Matters Arising and Outstanding Actions

The chairman advised the council that she had not taken any action, with regard to the damage to the verges in Compton Street, which, upon inspection, did not appear to be excessive. She would contact the owner of Rutlands about the possible re-instatement of the dropped kerb, once she had clarified the position with HCC highways department. She would also consult the chairman of Twyford PC about litter collection at Compton Lock, when she had completed the arrangements for the QDJ. Councillor Wilkinson circulated the draft of the map board to be placed at the base of Shawford Down. She confirmed that she had consulted HCC rights of Way about cyclists using the tow path and been informed that it had been allocated a 'priority 2' rating for attention.

Action: Chairman to contact HCC highways about reinstatement of dropped kerbs.

5. Appointment of Committees and Sub-committees (including terms of reference)

Following a short discussion Councillor Walmsley proposed, seconded by Councillor Bell, the following appointments for the coming year:

Committee	Members	Responsibilities
Finance & Administration	Adrian Walmsley* Martin Bell Mike Southgate Angela Jeffrey	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 Fields and Play Area Management	Myra Wilkinson* Jacqui Evans Marc Townell John Richardson (co-opted) Jean Millar (co-opted)	Maintenance and improvement of facilities play equipment, trees and plants, pitches. Progress provision of playground for Shawford
Planning	Martin Bell* Adrian Walmsley Jacqui Evans Marc Townell	Monitor planning applications affecting the parish. Make sure affected neighbours are aware of applications. Advise City Council planners of PC objections as appropriate. LDF, VDS and PP.
Transport	Mike Southgate* Myra Wilkinson Angela Jeffrey	Road signs, street lighting, traffic safety, speed limits, parking, cycle tracks, M3 subway and bus shelter cleaning. Lengthsman Project, railways, Southampton Airport & aircraft noise.
Footpaths & Environment (including Compton Lock)	John Wilkinson	Regular inspection of all footpaths to ensure they are walkable. Liaison with HCC on footpaths & Shawford Down; H&loW Trust, Itchen Navigation and CPRE.

* Convenor

Vote: Unanimous

Following a further discussion, it was agreed that Councillor Southgate would continue as a school governor until the end of the academic year in July and, subject to the views of the CASCA committee, Councillors Stevens and Townell would cover the second appointment to that committee. Councillor Townell proposed, seconded by Councillor Jeffrey, that the following appointments be confirmed for the coming year:

Representatives to Outside Bodies

School Governor	M Southgate	CASCA Hall Committee	Myra Wilkinson
		CASCA Hall Committee	Una Stevens/Marc Townell
Tree Warden	Mike Southgate	Sports Club Rep	Martin Bell
Winchester Villages Trust	Vacant	Winchester District Association of Parish Councils	Una Stevens
SOCCT	Mike Southgate	Police Liaison	Mike Southgate

Vote: Unanimous

The clerk noted that the terms of reference for each convenor/representative had been circulated to all councillors prior to the meeting. There were no amendments.

6. Finance and Administration

Councillor Walmsley proposed, seconded by Councillor Bell, that the council should approve the financial statement and note payments made since 3 April 2012.

Vote: Unanimous

Following a short discussion during which the clerk was asked to make an amendment to 'complaints procedures' to indicate that, should a complainant not be satisfied with the council's decision, he/she could appeal to Winchester City Council, Councillor Walmsley proposed, seconded by Councillor Southgate, that the following documents be adopted by the council:

Standing Orders (September 2011); Financial Regulations (December 2011); Asset Register (6 March 2012); Data Protection; Complaints Procedures; Media Policy.

Vote: Unanimous

Councillor Walmsley advised the council that its insurance policy with Came & Co (Aviva) runs until 30 September 2014. (The annual payment is due on 1 October 2012.) It is a requirement of the leases for the Jubilee Pavilion and the Parish Hall that (respectively) the Sports Club and CASCA arrange their own insurance cover. In June of each year, the Parish Council checks with its tenants that those insurance policies are in place. The Queen's Diamond Jubilee Committee is required by its terms of reference to ensure that adequate insurance cover is in place for the Jubilee celebrations.

Finally he asked the council to note the dates of future meetings and the internal auditor's letter of 27 April 2012 in which he had commented "*I am pleased to say that there are no items this year that I need to bring to your attention. Congratulations on a job well done.*"

Action: Clerk to amend the complaints procedures to include the process of appeal.

7. Police Report

The clerk advised the council that, prior to her departure on leave, PCSO Michelle Gay had indicated that there had been no reported incidents within the parish, since her last report of 3 April 2012.

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

Mr Tice expressed concern that Shawford Down had become a 'no go' area for children because of highland cattle excrement. He had also noted that the cattle are gradually destroying the hedgerows and that wooden rail guards adjacent to steps have been pushed over, as well as a wooden bench. He hoped that the council would reconsider its support for highland cattle to be allowed to graze on the down. The chairman noted his concerns but added that, because of the three days notice rule, the council would not be able to discuss the issue at the current meeting. She would ensure that it was placed on the agenda for the next meeting on 3 July 2012. This would allow councillors time to obtain the views of other parishioners. She was aware that the presence of the highland cattle was very popular with some.

Mrs Haste noted that the only part of the pavement in Compton Street that caused her difficulties, when using her disability scooter, was opposite the church. She had spoken to County Councillor Bailey about the problem last year but, to date, no action had been taken. The chairman suggested that she might like to send Councillor Bailey a reminder.

Mrs Down sought the council's support in asking the Sports Club to help with providing white lines for the football pitch at the Compton Street playing field. Councillor Bell undertook to speak to Mr Allerton

Action: Councillor Bell to contact Mr Allerton about the provision of white lines on the football pitch at Compton Street.

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

8. County & District Councillors' Reports

The council noted County Councillor Bailey's and District Councillor Warwick's reports and reflected that they covered many of the subjects in Councillor Southgate's report on highways and transport, which would be discussed later in the meeting.

9. Queen's Diamond Jubilee

Councillor Stevens advised the council that she was close to completing the risk assessment required by the council's insurers. A copy, inviting councillors to comment, would be distributed by email on 9 May 2012. By purchasing the beacon from HCC, she had managed to save £224 of the £300 allocated to its purchase at the last council meeting. In the circumstances she hoped the cost of framing the Queen Victoria Diamond Jubilee memorabilia could be borne by the council, rather than by the QDJ committee. Following a short discussion, she proposed, seconded by Councillor Southgate, that the cost of framing the memorabilia (£132.23) should be borne by the council.
Vote: Unanimous

Decision: The PC to meet the cost framing the Queen Victoria Diamond Jubilee memorabilia.

10. Playing Fields Management

Councillor Wilkinson reported that a quotation to cover the cost of installing high metal fencing, to reduce the number of footballs going into neighbouring properties at the Compton Street playing fields, had been received. The clerk would be seeking confirmation from WCC that the cost will be borne by the Open Spaces Fund before two further quotations are sought. A discussion, on the renaming of the Compton Street Playing Field as the Queen Elizabeth II Field, under the terms of the Fields in Trust scheme where the land would remain a playing field in perpetuity, concluded that more time should be given to councillors to consider the implications of the renaming of the field. The issue will be brought before the council for a decision at its next meeting on 3 July 2012.

Action: Clerk to seek confirmation from WCC that the Open Spaces Fund will support the erection of extra fencing at the Compton Street playing field.

11. Highways and Transport

Councillor Southgate reported that he had met the Lengthsman, Christopher Sparkes, who is available for tasks within the parish between 28 - 30 May. It was proposed that his first project would be to jet wash the bus shelters. Councillor Southgate requested suggestions from councillors for other work that could be undertaken by Mr Sparkes.

Councillor Southgate also reported that he had received a letter from Mrs Bugler of Oliver's Battery, containing a petition signed by 71 people concerned about the safety of horse riders using Otterbourne Road. He did not believe that there was an obvious solution to the problem but would consider options over the summer and would make recommendations at the council meeting on 4 September 2012.

Recent storms had brought down a number of trees including two from the Twyford bank of the Itchen Navigation, which had fallen and devastated the gardens of 2 and 7 Park View. Councillor Southgate had contacted Ali Morse, Project Director for the Itchen Navigation project, and she and an arboriculturist were due to have assessed the status of the remaining trees earlier in the day (8 May 2012).

Action: Councillor Southgate to make recommendations to the council, regarding the safety of horse riders using Otterbourne Road, at the meeting on 4 September 2012.

12. Planning

Councillor Bell brought to the council's attention the application for the change of use to the land adjacent to Silkstead Farm. Over the years, planning permission for the field had changed from 'horse use' to 'shelter for horses (stabling)' to 'commercial livery (with office)' but lately approval had been extended for the office to include 'non-stabling activity'. The council agreed that such creeping industrialisation of the countryside needed to be kept in check. It also agreed that Councillor Bell should continue to monitor the plans for the Brendoncare development to ensure that it included sufficient parking spaces.

Following the circulation of their proposals for exception sites for social housing within the parish, Councillor Evans had met WCC officials. However, HCC officials have expressed concern about the use of sites 4 & 5 (to the north of Martins Field and Attwoods Drove). The council agreed that it should accept the offer to meet Robin Edwards, HCC County Farms Estate, to discuss HCC's reservations over the use those sites.

Action: Clerk to arrange a meeting with Robin Edwards, HCC, to discuss potential exception sites within the parish.

13. Footpaths

The council noted Mr Wilkinson's report and his concerns about the status of the trees along the Itchen Navigation. (See Highways & Transport above.)

14. Annual Parish Meeting

The council agreed that the clerk's note of the proceedings of the Annual Parish Meeting held on 19 April was a true record. Councillor Wilkinson undertook to look into the possibility of installing an extra dog bin on the Itchen Navigation towpath.

Action: Councillor Wilkinson to look into the possibility of installing an extra dog bin on the Itchen Navigation towpath.

15. Date of the next meeting

7.30pm Tuesday 3 July 2012 in the Compton Room Shawford village hall.

Minutes signed by Cllr A Walmsley
who chaired the PC meeting on 3 July 2012
in the absence of the PC Chairman and Vice-Chairman

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



Compton and Shawford Parish Council

PO Box 565, Winchester,
Hampshire SO23 3HG
Phone: 01962 600198
email: clerk@compton.pariah.hants.gov.uk

Minutes of the Compton and Shawford Parish Council Meeting held at 7.30pm Tuesday 3 July 2012 at Shawford Village Hall.

Present: Councillors M Bell, A Jeffrey, M Southgate, M Townell, A Walmsley, M Wilkinson and Mr D Drake (clerk).

Apologies: Councillors U Stevens, J Evans, District Councillor J Warwick and PCSO M Wilkinson.

Since the chairman and vice-chairman were not present, Councillor Wilkinson proposed, seconded by Councillor Bell, that Councillor Walmsley should chair the meeting.

Vote: Unanimous

In attendance: County Councillor Bailey (until 8.25pm) and 7 members of the public.

1. Police Report

The council noted PCSO Wilkinson's report, which included two reports of suspicious behaviour; two of anti-social behaviour; one theft from a vehicle and one instance of criminal damage (graffiti on the walls of the M3 subway). The clerk advised the council that a new police constable, Matt Dunlop, was due to start on 12 July 2012.

2. Minutes

Councillor Southgate proposed, seconded by Councillor Townell, that the minutes of the meeting held on 8 May 2012 were a true record.

Vote: Unanimous

3. Matters Arising and Outstanding Actions

There were no matters arising. Councillor Wilkinson reported that she was still chasing WCC with regard to installing a green bin on the Itchen Navigation tow path, which could also be used for the deposit of dog faeces. There were no other outstanding actions.

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

Mrs Down indicated support for the renaming of the Compton Street playing field as the Queen Elizabeth II Field. Mrs Caffyn described the poor state of Shawford Down, prior to the introduction of highland cattle, which she strongly supported. Mrs Millar agreed. Mrs Haste expressed concern about the pot holes in the footpath outside the church.

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

4. County & District Councillors reports

Councillor Bailey presented her report. She noted that the footpath outside the church had been inspected recently and that some patching work would be undertaken during the school holidays. HCC officers and the MD of bus operator, Xelabus, had visited Attwoods Drove on Monday to try to find a solution to the difficulties encountered by bus drivers when trying to turn their vehicles. The first step will be a bus 'cage' marked on the road in an attempt to keep that part of the road clear

of parked vehicles. She was disappointed that construction of the promised pedestrian crossing on Otterbourne Road had been delayed until September and that cycleway signs had been placed in inappropriate places along Shawford Road. Together with Councillor Southgate, she would be meeting officials on 5 July 2012 in order to resolve the latter. Councillor Southgate noted that details of the Olympic torch procession were now available on the WCC & CSPC websites.

5. Playing Fields Management Committee

Councillor Wilkinson presented her report. The council discussed the proposal to rename the Compton Street playing field as the Queen Elizabeth II Field under the terms of the Fields in Trust scheme. Concern was expressed that, if approved, the field could only be used for recreation, in perpetuity. Councillor Walmsley noted that two keen supporters of the proposal were not present. He suggested that a vote should be postponed until 4 September 2012, when both would have an opportunity to make the case in favour of renaming the playing field. All agreed.

The council noted that, following an open tender, the contract to install fencing on the east boundary of the Compton Street playing field had been awarded to Vita Play at a cost of £3535.55. Funding would be provided by the WCC Opens Spaces Fund.

Following discussion of Sports Club proposals to improve the recreation facilities at the Memorial Playing Fields, the council agreed to seek WCC Open Spaces funding 'in principle' for the construction of a petanque court. But this would be dependent upon the Sports Club providing the Playing Fields Management Committee with a detailed site plan and confirmation that residents in neighbouring properties had been consulted and that no objections had been raised. It was also agreed that any proposals for permanent structures on the MPF needed to be accompanied by detailed plans and that decisions on such issues could only be made by the full council.

6. Footpaths & Environment

Mr Wilkinson presented his report. The council discussed the request from a parishioner to remove the highland cattle from Shawford Down on a permanent basis. It was agreed that, since the cattle provide significant ecological benefits, the council's policy of supporting their presence on the down would continue. Concern was expressed about continuing problems with litter and the lighting of fires at Compton Lock. The clerk noted that the chairman had written to the chairman of Twyford Parish Council to see if it was possible to agree on a joint policy for managing the site.

Decision: The Parish Council to continue to support the presence of highland cattle on Shawford Down.
--

7. Planning Committee

Councillor Bell presented his report. Following a discussion on the issues raised by Councillor Evans in her report on exception sites, the council agreed to establish a planning sub-committee, which will produce a draft plan on the future development of social housing within the parish: the report to include comment on the potential sites identified by WCC. The sub-committee will comprise of Councillors Bell, Evans and Townell. The draft plan will be considered by the full council on 4 September 2012. It was also agreed that Councillor Bell should produce a draft position on the future development of Bushfield Camp for consideration by the full council on 4 September 2012.

Action: Planning Sub-Committee to produce a detailed plan on social housing by 4 September 2012.

Action: Councillor Bell to produce a draft position on the future development of Bushfield Camp for consideration by the full council on 4 September 2012.

8. Highways and Transport

Councillor Southgate presented his report. It was agreed that the missing village sign at the southern end of Otterbourne Road should be replaced by one containing the message: "Compton & Shawford welcomes careful drivers". It was also agreed that Councillor Southgate should write an article for the parish magazine describing the benefits of the Community Speedwatch programme, while emphasising the need for local volunteers. The council noted Councillor Jeffrey's paper on the provision of a dog bin in Hurdle Way but decided to defer any action for the time being.

Action: Councillor Southgate to produce an article on Community Speedwatch for the parish magazine.

9. Finance & Administration

Councillor Walmsley submitted his report. He proposed, seconded by Councillor Southgate, that the council should:

1. Approve the Financial Statement,
2. Note the list of payments made since 8 May 2012,
3. Note that the new Council's Data Protection Policy and (as amended at the 8 May meeting) the Complaints Procedure, which have been published on the PC's website
4. Note the comments from the clerk about the new Localism Bill and its effect on the PC's Code of Conduct.
5. Note that the vacant ninth seat on the Parish Council can be filled by co-option within six months of an election, without further process.
6. Note that the PC website has been updated to reflect the requirements of the EU Privacy Directive (the "Cookie Law").

Vote: Unanimous

Councillor Walmsley proposed, seconded by Councillor Southgate, that the council should approve the Queen's Diamond Jubilee Committee's proposed financial distribution, from a reported surplus "slightly in excess of £5000", as follows:

- £1250 to Shepherd's Down School
- £1000 and all the spare children's bottled drinks, beverages etc to All Saints' School
- £1000 to All Saint's Church
- £750 to Compton and Shawford Pre-School
- £500 to the Emilie's Charities
- £500 to the Hello Martha Fund

Vote: For 5 Against 0 Abstain 1

10. Queen's Diamond Jubilee

The clerk noted that Councillor Stevens had indicated that legacy documents pertaining to The Queen's Diamond Jubilee will be available prior to the meeting on 4 September 2012.

11. CASCA

Councillor Wilkinson noted that the CASCA committee had decided that it was not cost effective to install solar panels on the roof of the village hall.

14. Date of the next meeting

7.30pm Tuesday 4 September 2012 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 4 September 2012 at Shawford Village Hall.

Present: Councillors U Stevens (chairman), J Evans (until 8.00pm), M Bell (until 8.30pm), A Jeffrey, M Southgate, M Townell, A Walmsley, M Wilkinson and Mr D Drake (clerk).

Apologies: None

In attendance: County Councillor Bailey (until 8.35pm), PCSO M Wilkinson (until 8.10pm) and one member of the public.

1. Minutes

Councillor Wilkinson proposed, seconded by Councillor Jeffrey, that the minutes of the meeting held on 3 July 2012 were a true record.

Vote: Unanimous

2. Matters Arising and Outstanding Actions

There were no matters arising. Councillor Wilkinson reported that, together with Councillor Southgate, she was chasing Winchester City Council (WCC) with regard to the installation of a green bin on the Itchen Navigation tow path, which could also be used for the deposit of dog faeces. There were no other outstanding actions.

3. Compton Street Playing Field

Councillor Evans advised the council that the playing field in Compton Street was an extremely well used community area, not only for the people in Attwoods Drove, Martins Fields and Compton Street but also for the Pre-School, Cubs, Beavers and Scouts. Because of the importance of the playing field to the community, she believed that there was little prospect that the council would ever need to, or want to, sell the land. She proposed, seconded by Councillor Wilkinson, that it should be registered with The Fields in Trust organisation under the terms of the Queen Elizabeth II Fields Challenge, thereby allowing its name to be changed to Queen Elizabeth II Field.

Councillor Bell requested clarification on a Point of Order. He believed that not enough information had been placed on the agenda to indicate that the council was prepared to register the site as a permanently protected playing field. He believed that a decision should be postponed in order to allow parishioners time to comment on the proposal. At the request of Councillor Walmsley, the clerk advised the council that Councillor Evans had spoken on this issue at the Annual Parish Meeting on 19 April 2012 and that it had been reported in the parish magazine and the Hampshire Chronicle. It was reasonable to assume that the council had met its public obligations in this matter. In response to a question, he confirmed that he had not received any objections to the proposal. Councillor Stevens proposed, seconded by Councillor Bell, that the council should vote on the Point of Order, which was rejected.

Vote: For 1 Against 7

The council proceeded to vote on the proposal to register the playing field under the terms of the Queen Elizabeth II Challenge, which was approved. Councillor Bell asked that the vote be recorded.

Vote: For: 7 (Councillors, Stevens, Evans, Wilkinson, Jeffrey, Southgate, Townell, Walmsley.)
Against: 1 (Councillor Bell)

Decision: Compton Street playing field to be registered under the terms of the Queen Elizabeth II Challenge.

Action: Councillor Wilkinson, supported by the clerk, to submit the QEII Fields nomination form.

4. Police Report

PCSO Wilkinson submitted her report. Since the last Parish Council meeting on 3 July, there had been 4 reports of suspicious behaviour (Shepherds Lane, Southdown Road, Cross Way & Field Way); 2 of parking/vehicle nuisance in Pearson Lane; 2 thefts from vehicles in Compton Street; 1 theft from a garage in Fairfield Road; 1 report of damage to a vehicle in Shawford Down car park and 1 of anti-social behaviour in Shepherds Lane. PCSO Wilkinson advised the council that the police are monitoring the parking situation in Pearson Lane and that residents should not resort to criminal damage to deter vehicles from parking in the road. She added that she had been encouraged by the number of people attending her surgeries and was content for parishioners to raise concerns via email.

5. Planning Committee

Councillor Bell presented his paper on proposals for affordable housing within the parish. It was agreed that the council should progress the development of local affordable housing in Compton by holding a community event this autumn, which should identify the potential sites proposed by WCC, their suitability, and the type of development(s) envisaged. This should be done in coordination with Winchester City Council (via the Rural Housing Enabler).

Action: Clerk to consult WCC about the holding of a community event to publicise potential sites for social housing.

Given moves by other parties to obtain village green status for Bushfield Camp, the council considered whether its current policy was still appropriate. Councillor Bell proposed, seconded by Councillor Townell, that it should maintain the line provided in response to a WCC consultation in 2009 viz. *"The Parish Council supports the principle of the development of a "science park" at Bushfield Camp and very much welcomes the proposal to retain the undeveloped area of the site as open public space. There are, however, reservations concerning landscaping, screening and visual intrusion."*

Vote: For 7 Against 0

Decision: The Parish Council to maintain its 2009 policy on Bushfield Camp

The council discussed plans for a 'change of use' for the land adjacent to Silkstead Farm and agreed that it should keep a careful watch on any future developments at the site to ensure that, if permission is granted, that it does not become another example of creeping industrialisation within a rural area.

Following his presentation, Councillor Bell indicated that he was extremely concerned about the council's decision on the future status of the Compton Street playing field (3 above). He was going to withdraw from the meeting to consider whether he wished to remain a member of the council. Before his departure, Councillor Stevens expressed disappointment that he felt unable to accept the decision but, whatever he decided, she would, on behalf of the council, like to record her appreciation of his efforts as a councillor and especially for his dedication to the planning portfolio, which he has held for a number of years.

6. County Councillor's Report

Councillor Bailey noted that the 63 bus service, which had started on 31 August had had a few 'teething problems' but now appeared to be operating well: initial passenger feedback was good. She was pleased to report that work to improve the Park View path had been agreed with Hampshire County Council (HCC) Highways Department and asked the council to note that HCC was currently undertaking a consultation on health and wellbeing within the community. Further information could be found at www.hants.gov.uk/joint-healthwellbeing-consultation until 5 October 2012.

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

Mr Theobalds expressed concern about plans to paint double yellow lines on the road in Pearson Lane. He felt that the public consultation had been poor. Lobbying, emailing and private consultations could not be considered as a substitute for an informed public meeting. Councillor Southgate disagreed and Councillor Stevens noted that he (Councillor Southgate) had liaised closely with the Shawford Residents' Association and other members of the village on this subject. In addition parking in Pearson Lane had been discussed, at some length, during the Annual Parish Meeting in April 2011. Councillor Southgate noted that, should someone's drive or entrance be blocked on a regular basis, white lines could be added relatively quickly but the process for new yellow lines is more complex and could take up to two years. Mr Theobalds expressed concern that it could take up to two years to make changes to the yellow lines and advised the council that he was considering an objection to the Local Government ombudsman.

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

7. District Councillors reports

Councillor Southgate presented a report prepared in consultation with Councillor Warwick. He asked the council to note that:

- Parish Councils are being advised to adopt the new District Code of Conduct. The WCC Standards committee will meet on 6 September to approve the draft code, following which there will be a training session for parish councillors.
- A training session will be held on 26th Sept for Parish Councils on the 'Community Right to Challenge' i.e. the right of small local groups (PCs) to run services.
- Winchester City Council has announced that it intends to build 99 new council houses over the next 3 years. The conversion of the old Compton Store is now complete and viewing for potential tenants is about to commence. No further houses are planned for the parish in this phase of development.

8. Playing Fields Management Committee

Councillor Wilkinson presented her report. Discussions are continuing with the Sports Club over the provision of a petanque court at the MPF in a plot adjacent to the tennis courts. It was agreed that the council needed to inform residents, who might be directly affected by the proposed site, of the plan to construct a petanque court and to obtain their views before a formal decision is taken.

Action: Councillor Wilkinson to inform residents, who might be directly affected by the proposed site, of plans to construct a petanque court at the MPF.
--

9. Highways and Transport

Councillor Southgate presented his report. A sign stating "Compton and Shawford welcomes careful drivers" has been ordered at a total cost of around £100. The Lengthsman has repaired the collapsed seat, rotting woodwork and interior paintwork of the southbound Compton Street bus shelter. Since no volunteers have been forthcoming, he recommended that the Community Speedwatch project should be dropped. There were no dissenters. The contentious cycling posts in

Shawford Road have been removed and work has started on the pedestrian refuge at the bus shelter at the junction of Shawford and Otterbourne Roads.

Councillor Wilkinson reported that a blue sign asking people to take their rubbish home has been installed at Compton Lock. Councillor Stevens requested that the collection of rubbish should be added to next month's agenda.

Action: Clerk to add rubbish collection to the October agenda.

10. Finance & Administration

Councillor Walmsley presented his report. He proposed, seconded by Councillor Southgate, that the council should note the list of payments made since 3 July 2012 and approve the financial statement.

Vote: For 6 Against 0

Councillor Walmsley advised councillors that the deadline for co-opting someone to fill the ninth vacancy on the council was 3 November 2012. Both he and the chairman urged councillors to identify suitable candidates in time for the next council meeting on 2 October 2012. He also asked councillors to inspect the list of invitees to the Civic Service on Sunday 14 October 2012 and to consider whether it was appropriate for communion to be taken at the service. Following discussion, it was agreed that the chairman should write to the Rector, copying her letter to the chairman of Otterbourne PC, suggesting that communion should not be taken. It was also agreed that, when available, the Finance & Administration Committee should review WCC's Code of Conduct proposals and to make a recommendation on acceptance. Finally, he informed the council that the audit of the annual return had been completed satisfactorily and, as required, the accounts had been made available for public inspection.

Action: Chairman to write to the Rector about the taking of communion at the Civic Service.

Action: F&A Committee to review WCC's proposals for a new Code of Conduct

11. Queen's Diamond Jubilee

Councillor Stevens advised the council that the clerk had taken possession of documents relating to The Queen's Diamond Jubilee celebrations and that he would be depositing them with the Hampshire Records Office.

12. CASCA

Councillor Wilkinson advised the council that CASCA's AGM would take place on Thursday 22 November 2012 and the Christmas Party on Friday 7 December 2012.

13. Date of the next meeting

7.30pm Tuesday 2 October 2012 in All Saints School Compton (venue to be confirmed).

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 2 October 2012 at All Saints School, Compton.

Present: Councillors U Stevens (chairman), A Jeffrey, M Southgate, M Wilkinson, A Walmsley (from 7.40pm), and Mr D Drake (clerk).

Apologies: Councillors Evans and Townell, County Councillor C Bailey and District Councillor J Warwick

In attendance: PCSO M Wilkinson (until 7.50pm) and four members of the public.

1. Minutes

Councillor Southgate proposed, seconded by Councillor Wilkinson, that the minutes of the meeting held on 4 September 2012 were a true record.

Vote: Unanimous

2. Matters Arising and Outstanding Actions

The clerk noted that Councillor Bell had resigned from the council on 5 September 2012. Councillor Wilkinson reported that she had submitted the application, to register the Compton Street playing field as a permanently protected site, to the Fields in Trust organisation. The council's solicitor had advised that the registration should take the form of a 'Non-Charitable Deed of Dedication'. Councillor Southgate indicated that he was in contact with the relevant officer in Winchester City Council about placing a dog bin on the Itchen navigation tow path and would report back in due course.

<p>Action: Councillor Wilkinson to inform FIT that the council is content to proceed with the registration of the Compton Street playing field on the basis of a Non-Charitable Deed of Dedication.</p>
--

3. Police Report

PCSO Wilkinson submitted her report. Since the last Parish Council meeting, there had been one report of suspicious behaviour in Shepherds Lane (possibly lamping) and one theft from a motor vehicle parked in the Shawford Down car park on Otterbourne Road.

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

Mr Jordan expressed concern about the condition of some of the trees at the Memorial Playing Fields (MPF) and the proposed site of the petanque court (adjacent to the tennis courts). Mrs Lockett also expressed concern at the proposed site of the petanque court. The chairman noted their comments and indicated that the subject would be discussed by the council later in the meeting. In response to a question, the clerk confirmed that no permanent structures should be built on the MPF without the prior permission of the Parish Council.

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

4. County and District Councillors' Reports

The council took note of Councillor Bailey's report. Councillor Southgate advised the council that the Secretary of State had approved the application to build 2000 homes on Barton Farm. He also reported upon his attendance at a presentation on the 'Community Right to Challenge/Bid' and that the two new council houses, converted from the old Compton Store, have now been let. Winchester City Council is also in the process of developing the Local Plan Part 2, which will add detail to Local Plan Part 1.

5. Planning

Councillor Walmsley presented the report. The council discussed developments at St Patrick's Compton Street, Silkstead Stables and the Captain Barnard. With regard to Silkstead Stables, it was agreed that, should the applicant accept a condition that planning permission be granted for 'personal and sole use' and binding conditions placed upon the number of traffic movements, then the objection submitted by the Parish Council could be withdrawn. Councillor Southgate proposed, seconded by Councillor Jeffrey, that, since assurances have been received on the number of parking places at the Captain Barnard site, viz. no less than 28, the council should withdraw its request for the Brendoncare Home application to go to committee.

Vote: Unanimous

Following the resignation of Councillor Bell, Councillor Stevens proposed, seconded by Councillor Wilkinson, that Councillor Jeffrey should be appointed planning convenor.

Vote: Unanimous

The council noted that Winchester City Council (WCC), supported by the Parish Council, would be holding a public exhibition in the Reeves Scout Hall on Friday 30 November 2012 to identify sites within the parish deemed suitable for affordable housing.

6. Finance and Administration

Councillor Walmsley proposed, seconded by Councillor Southgate, that the council should note the list of payments made since 4 September 2012 and approve the financial statement.

Vote: Unanimous

The council agreed that, since there were three potential candidates for the two vacancies on the council, it should declare a casual vacancy and place notices to that effect upon the parish notice boards. The clerk should also inform the Hampshire Chronicle. Should ten electors not request a by-election, then the council would be able to fill the two vacancies, when it next meets on 4 December 2012.

Councillor Walmsley reported that the F&A committee would be reviewing the WCC Code of Conduct proposals, when it meets in November. He added that both he and the clerk had completed an annual inspection of the Jubilee pavilion and identified that some external decoration was required. It was intended that this work should be undertaken in/around March 2013.

The council noted that Compton & Shawford had won the "Diamond Jubilee and Olympics" category of the 2012 HALC Village of the Year competition and was placed second in the overall competition. Councillor Southgate proposed a vote of thanks to Councillor Stevens and her team for their efforts in promoting the benefits of living in the parish. The proposal was generously supported by all present.

Councillor Stevens reported her conversation with the rector about the taking of communion during the Civic Service. It was agreed that next year, when Compton & Shawford is hosting the event, the council should aim to combine the Civic Service with a church service where communion is not taken. The clerk agreed to speak to the Otterbourne clerk, suggesting that all dignitaries at this year's Civic Service should be advised that communion will be taken.

7. Playing Fields Management Committee

Councillor Wilkinson presented her report. The council discussed plans to construct a petanque court at the MPF and decided that, since some neighbours had expressed concern about the proposed site, it should ask the Sports Club to confirm that there was significant demand within the community for such a court. Councillor Wilkinson agreed to enter discussions with the Sports Club on the production of a long term plan for further facilities at the MPF, which could include an all weather multi-use pitch. She added that, following a discussion with Stuart Dunbar-Dempsey WCC Open Spaces Fund, he had accepted that the council would not be proceeding with the proposed play area at the base of Shawford Down.

Action: Councillor Wilkinson to ask the Sports Club to provide evidence of significant demand within the community for a petanque court and to consult the club over the production of a long term plan for further facilities at the MPF.

8. Highways and Transport

Councillor Southgate presented his report. He advised the council that Hampshire County Council (HCC) had acknowledged some deficiencies in the design of the newly constructed pedestrian refuge on Otterbourne Road. These will be corrected in the near future. He also reported that feedback on the new measures to improve parking in Pearson Lane had been very positive. The chairman agreed to write to WCC's chief executive to express the council's appreciation of the support it had received from transport officials in helping to overcome a very difficult and, at times, contentious problem. Finally Councillor Southgate noted that HCC would be providing a briefing on the programme to replace the existing street lights in Compton and Shawford. This will be held in Shawford village hall at 6.30pm on Thursday 6 December 2012. The clerk noted that HCC had indicated that the meeting would be by invitation only but representatives of the various residents' associations would be welcome.

Action: Chairman to write a letter of appreciation to the chief executive of WCC, regarding the improvements to parking in Pearson Lane.

9. CASCA

Councillor Wilkinson advised the council that CASCA's AGM would take place on Thursday 22 November 2012 and the Christmas Party on Friday 7 December 2012. Concern was expressed that bookings for several key clients had had to be cancelled because the pantomime committee had requested use of the hall in early January. Since CASCA was a self-financing organisation, serious effort must be made to avoid such cancellations in future years.

11. School Governor

The council discussed the vacancy for a parish councillor on Compton School's board of governors. It was agreed that, since the parish council is not currently at full strength, a decision on an appointment should be deferred until the next meeting.

12. Date of the next meeting

7.30pm Tuesday 4 December 2012 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 4 December 2012 in the Compton Room, Shawford Village Hall.

Present: Councillors U Stevens (chairman), J Evans, A Jeffrey, M Townell, A Walmsley, M Wilkinson, M Southgate (from 7.35pm) and Mr D Drake (clerk).

Apologies: PCSO M Wilkinson

In attendance: County Councillor Bailey (from 8.35pm) and six members of the public.

1. Minutes

Councillor Wilkinson proposed, seconded by Councillor Jeffrey, that the minutes of the meeting held on 2 October 2012 were a true record.

Vote: Unanimous

2. Matters Arising and Outstanding Actions

Councillor Wilkinson confirmed that she had not yet received any evidence of significant demand within the community for a petanque court.

3. Police Report

The clerk submitted PCSO Wilkinson's report. It included two reports of anti-social behaviour (Otterbourne Road and Shawford Road); two reports of suspicious behaviour (Cliff Way and Attwoods Drove) one of criminal damage (Shepherds lane) and one of vehicle obstruction (Pearson Lane). The police investigation into the incident of criminal damage was continuing.

4. Presentation by Mark Jenkins, Compton & Shawford Sports Club

Mr Jenkins briefed the council on the sports club's developments over the past two years and on its current three year plan, which included strengthening the relationship with the Parish Council.

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

In response to question from Mr Caldwell about affordable housing, the chairman explained that the Parish Council had been trying to identify potential exception sites for affordable housing for over twenty years. She emphasised that the process was very much in its early stages of discussion and that the Parish Council intended to keep parishioners informed throughout.

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

5. County and District Councillors' Reports

In County Councillor Bailey's absence, the clerk submitted her report. He noted that she had had discussions with highways officials about flooding in some parts of the parish, especially near the bus stop in Compton Street and in Poles Lane and Silkstead. She had also reported that there are plans to resurface both the road and pavements between Shawford and Twyford but this will not take place until the street lights have been replaced.

District Councillor Southgate presented his report. He was much enthused about the progress that was being made towards the restoration of the Hockley Viaduct: the views across the countryside were stunning. The new cycle track and footpath should be open in early 2013. Discussions are also taking place about the continuation of the southbound cycle route through Compton.

6. Playing Fields Management Committee

Councillor Wilkinson presented her report. Together with Ian Alexander (a tree surgeon) and Councillor Southgate, she had reviewed the arboreal work recommended for the Memorial Playing Field (MPF) earlier this year. Mr Alexander had been instructed to proceed with the clearance of scrub along the line of trees running in a northerly direction from the pavilion. Some trees had been identified for removal, principally on grounds of overcrowding and health and safety considerations. She proposed, seconded by Councillor Southgate, that Mr Alexander should be authorised to proceed with the removal of the trees at a cost of £300.

Vote: Unanimous

Councillor Wilkinson also reported that, following concerns expressed by Mr Jordan, both she and Councillor Southgate had inspected the large Leylandii tree on the boundary between the MPF and Mr Jordan's property. (It has multiple stems and a power line running through it.) Because of the complexity of the structure, it is possible that part of the tree might originate from Mr Jordan's side of the fence. Consequently, since the estimate for its removal is £500, Mr. Jordan has been contacted to see if he would be willing to contribute to the cost of felling. The council agreed to defer a decision upon the felling of the tree until Mr Jordan had had time to respond.

Councillor Wilkinson advised the council that Bill Goodyear had assessed the damage to the broken bench at the MPF and recommended that it should be replaced. She proposed, seconded by Councillor Southgate that a 'like for like' replacement should be purchased at a cost of £498.00 + installation costs of £179 i.e. £677 + VAT. The clerk noted that, given the age of the bench, it would not be covered under the council's insurance policy.

Vote: Unanimous

The council noted that the three year grass cutting contract with Jim Kimber had expired and invitations to tender for the next three years would be issuing shortly after the meeting. The deadline for quotations will be 31 January 2013.

Finally, both Councillor Stevens and Councillor Wilkinson signed the Deed of Dedication, to register the QEII Field (formerly the Compton Street Playing Field) as a permanently protected playing field. The council noted that Councillor Wilkinson had made an application for 420 saplings to the Woodland Trust, some of which will be planted alongside the playing field fencing.

7. Finance and Administration

Councillor Walmsley presented his report. He proposed, seconded by Councillor Jeffrey, that the council should note the list of payments made since 2 October 2012 and approve the financial statement.

Vote: Unanimous

Councillor Walmsley proposed, seconded by Councillor Townell, that the council should approve the budget outlined in the clerk's note of 31 October 2012, which required an unchanged precept of £27,170.

Vote: Unanimous

Councillor Walmsley proposed, seconded by Councillor Townell, that the council should revise its commitment to the **Hockley Viaduct Project**, as recorded in the minutes of the PC meeting held on 7 February 2012, on the following lines: "On due consideration, the PC would prefer to allocate funds to a demonstrably local project, preferably linked with the Hockley Viaduct".

Vote: Unanimous

Councillor Walmsley proposed, seconded by Councillor Jeffrey, that the council should adopt the **Code of Conduct** developed by Winchester City Council (WCC).

Vote: Unanimous

The council noted that **Register of Interest** forms need to be signed and presented to the clerk within 28 days and that an **internal audit** was performed at the F&A meeting on 27 November: all was in order.

Action: All councillors to submit Register of Interest forms to the clerk by 31 December 2012.

Councillor Walmsley proposed, seconded by Councillor Jeffrey, that the council should approve the amendments to Financial Regulations (enabling payments by electronic transfer) and Standing Orders (minor changes to reflect the new Code of Conduct) both of which are outlined in the papers attached to his report.

Vote: Unanimous

The council noted the proposed amendments to the council's **Risk Management Guidance** and approved the principle of creating an **Emergency Contacts List** to be lodged with the Hampshire County Council Emergency Planning Unit, as well as for local reference. It also noted that, as authorised by an electronic vote of the council, the **PC's funds on deposit** with the Bank of Scotland have been transferred to the Co-operative Bank to obtain a more favourable rate.

The council noted that the F&A Committee had approved the specification for the external **re-decoration of the pavilion**. Three quotations will be sought, with the aim of having the work completed by the end of the financial year.

The council noted that the F&A Committee had agreed to move the **council's web site** away from HCC to an external hosting provider. This should save about £200 a year but will require a new electronic address.

The council noted that the F&A Committee had considered a paper examining the options for reducing the number of **council meetings** from 8 to 6 each year. It was agreed that, in order to allow the newly co-opted councillors to participate in any decision, this topic should be deferred to the February 2013 PC meeting. It was further agreed that the most appropriate time to change the meeting pattern would be from the Annual Council Meeting in May 2013.

Action: Clerk to ensure that frequency of council meetings is placed on the 5 February agenda.

The council noted that the F&A Committee had formally approved the **salary increment** due to the clerk, as specified in his contract, and changes to his contract in line with recommendations contained in the budget paper.

The council agreed that the **Annual Parish Meeting** should be held on Thursday 25 April 2013.

8. Highways and Transport

Councillor Southgate presented his report. He advised the council that the problem of car parking on bends in Shawford Road was being addressed by WCC and that consideration was being given to restricting car parking to four hours in the Hockley Viaduct Lay By. A consultation meeting on replacement street lighting would be held in Shawford village hall on Thursday 6 December 2012 and that a litter bin has been relocated from the station entrance to allow space for under cover cycle storage. The new station bin is double the capacity of its predecessor and, like the new tow path bin, it may be used for the disposal of dog faeces. The broken seat in the Compton Street bus shelter has been repaired and consideration is being given to the problem of flooding in that area of Otterbourne Road. He noted that management of the Lengthsman was very time consuming and he wondered whether it might be easier for HCC to fund parishes directly.

The council continued to provide support to the chairman in her efforts to have a quiet surface installed on the M3.

9. Footpaths

The council noted Mr Wilkinson's report and recognised his considerable efforts in maintaining and improving the parish footpaths. It also noted his request for council support for a possible grant application for footpath improvement in the spring of 2013. Councillor Wilkinson advised the council that the tree blocking FP34 had now been removed.

10. Planning Committee

Councillor Jeffrey presented her report. She asked councillors to provide comments on the proposed development of Cartersland in Southdown by 14 December 2012. The chairman of the Southdown Residents' Association had already provided her with a detailed paper describing some potential problems with the development.

Action: Councillors to provide Councillor Jeffrey with comments on the proposed Cartersland development by 14 December 2012.

Councillor Jeffrey noted that the affordable housing exhibition, on 30 November 2012, had been well attended and believed that the format had worked well. The chairman advised that she had spoken to HARA and it had been agreed that the deadline for individuals to comment would be extended until 4 January 2013. HARA's report should be available in time for the 5 February 2013 meeting, which would allow councillors one month for deliberation and consultation before the PC meeting on 5 March 2013. Councillors' views and comments could then be included in the Annual Report, which will be distributed to all households within the parish. Affordable housing would also be on the agenda for the Annual Parish Meeting on 25 April 2013.

11. CASCA

Councillor Wilkinson advised the council that CASCA's AGM had gone well: no major issues had been raised. Hire charges would be increased in the coming year by 50p/hour. The committee had considered a request for Wi Fi access but thought that the cost of £45 per month was too high. She reminded councillors that the CASCA Christmas Party would be held on Friday 7 December 2012.

12. School Governor

The council discussed the vacancy for a parish councillor on Compton School's board of governors. It was agreed that the chairman should write to the chairman of the school governors to obtain precise information on the attributes required by the council's representative before a decision could be taken.

13. Date of the next meeting

7.30pm Tuesday 5 February 2013 in the Compton Room, Shawford village hall.

U Stevens, Chairman

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