



Compton and Shawford Parish Council

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Minutes of the Compton and Shawford Parish Council Meeting held at 7.30pm Tuesday 6 January 2015 at All Saints School Compton Room.

Present: Councillors A Walmsley (chairman), M Wilkinson, A Cordery, M Goulding, A Jeffrey, N Sadler, M Southgate and Mr D Drake (clerk).

In attendance: Seven members of the public.

1. Apologies and Declarations of Interest

The council accepted apologies from Councillors Stevens and Townell, County Councillor P Bailey and PCSO Wilkinson. Since the chairman is a non-playing member of the Lawn Tennis Club, he declared an interest in the agenda item relating to the fourth tennis court.

2. Minutes

Councillor Jeffrey proposed, seconded by Councillor Cordery, that the minutes of the meeting held on 4 November 2014 were a true record.

Vote: Unanimous

3. Matters Arising and Outstanding Actions

The chairman noted that Councillor Stevens had decided that the planning policy, approved by the council on 5 May 2009, continued to be appropriate. He would amend the date on the version published on the parish web site to 6 January 2015. Councillor Jeffrey would produce the recruitment procedures, requested by the internal auditor, before the next audit takes place in mid-May. All other outstanding actions had been actioned or were on the agenda for discussion.

4. Police Report

The council noted PCSO Wilkinson's report in which there was only one reported incident over the previous two months: the theft of saddles and bridles from a farm in Place Lane.

5. District Councillor's Report

Councillor Southgate presented his report. He advised the council that he was working closely with County Councillor Bailey on improvements to Otterbourne Road to enable pedestrians to cross the road safely in the vicinity of the junction with Southdown Road. Hampshire County Council (HCC) highways engineers had been asked to undertake a survey of traffic movements along the road but, because of current commitments, this may take a while. He was also working with the Winchester City Council (WCC) Traffic Department to see if it is possible to improve the parking arrangements in Shawford Road.

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

Concern was raised about the frequency of Parish Council meetings. The chairman indicated that the current practice, of meetings every two months, would be reviewed at the next meeting on 3 March 2015. Concern was also raised that the meetings on the future development of the Memorial Playing Field (MPF) were poorly advertised. In response to a request that the council should work closely to WINACC, Councillor Southgate announced that he was a member of the organisation's committee. A request was received for a gate to be inserted on the east side of the picket fence, which surrounds the MPF Children's Play Area. In the event of an accident, this would enable

parents, using the outdoor gymnasium, to have ready access to children using the play equipment. Concern was also raised about the muddy access to the outdoor gymnasium.

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

6. Playing Fields Management

Councillor Wilkinson reported that the outdoor gymnasium was now fully functional. The opening by the President of the Sports Club, Paul Murray, and attended by the local MP, Steve Brine, had gone well. She advised the council that she had met all members of the Playing Fields committee at the MPF over the summer months. The committee had looked at how the area is used, both on busy Friday evenings, weekend events and on quiet days midweek. It had concluded that the area provides outstanding facilities for sport and leisure, and importantly, is a beautiful open space, enjoyed by everyone. The committee felt that, with the exception of the outdoor gymnasium, which did not impinge upon views and existing facilities, no more equipment, including golf nets, table tennis tables etc. should be added. She placed the following motion before the council:

The Parish Council would only consider further development on the MPF if there is demonstration of significant support from the Parish.

Councillor Sadler seconded the motion.

Vote: Unanimous

Following a discussion about the definition of 'significant support', Councillor Southgate proposed, seconded by Councillor Cordery, that this should be 50% of the parish electorate.

Vote: For 3 Against 0 Abstain 4

Following further discussion on the process, Councillor Walmsley proposed, seconded by Councillor Cordery, that:

The onus should be on the requesting organisation to show whether there is significant support within the parish for any future development on the MPF but the Parish Council would be content to work with any such organisation to ensure the credibility of any survey conducted in support of that development.

Vote: Unanimous

The council discussed a request for a memorial bench to be sited on the MPF and agreed that, since this would not be a permanent structure, it should be allowed but only following agreement on the type of bench and following consultation with the with the Sports Club about a suitable location.

Action: Councillor Wilkinson to liaise with Mrs Canning about a memorial bench at the MPF.

7. Finance and Administration

Councillor Jeffrey presented her report. She proposed, seconded by Councillor Goulding, that the council should approve the financial statement dated 31 December 2014 and note the list of payments made since 4 November 2014.

Vote: Unanimous

The council noted that a review of the effectiveness of the council's system of internal control had been conducted by the Finance and Administration committee on 1 December 2014. It also approved the Key Risks paper.

The council agreed that, since it was several years since a full survey of the caretaker's cottage had been undertaken, it was appropriate for one to be conducted during this financial year. The cost of £675 (+VAT) to be met by the council. Once the report was received it should be shared with CASCA and a meeting arranged to discuss any implications/recommendations.

Following a short discussion, during which the council was pleased to note that the funding requirement from WCC had been maintained at the same level since 2010/11 viz. £27,170 without any reduction in services, Councillor Jeffrey proposed, seconded by Councillor Goulding, that the council should approve the budget for 2015/16.

Vote: Unanimous

The council noted that the following amendments had been made to Standing Orders:

3 (m) [A statutory regulation]

A person may not orally report or comment about a meeting as it takes place, if he is present at the meeting of a parish council or its committees, but otherwise may:

- a) Film, photograph or make an audio recording of a meeting;*
- b) Use any other means for enabling persons not present to see or hear proceedings at a meeting as it takes place or later;*
- c) Report or comment on the proceedings in writing during or after a meeting or orally report or comment after the meeting.*

Should the meeting's proceedings be filmed or recorded, the Chairman should warn those present, including members of the public, that the Council will assume that no one present has any objections to the subsequent transmission of the film/recording.

5 (e) [A local regulation]

At the meeting immediately preceding the annual meeting of the Council, (usually March), the Chairman should remind members that the first item on the agenda of the annual council meeting will be the election of the Chairman of the Council, followed by the election of the Vice-Chairman.

Finally Councillor Jeffrey proposed, seconded by Councillor Goulding, that a donation of £30 should be made to the school to cover the administration and heating costs involved in holding the council meeting in school premises.

Vote: Unanimous

8. Planning

The council noted the report produced by Councillor Stevens. The chairman acknowledged the amount of work she had undertaken on the Winchester District Local Plan Part 2 before submitting the following statement to WCC:

The Parish Council expresses its continuing support for the retention of settlement boundaries and open green spaces.

As mentioned earlier, the chairman confirmed that there would be no change in the council's planning policy viz.:

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

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

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

The Parish Council will oppose any extension to the current policy boundaries within the parish."

9. Highways & Byways

Councillor Cordery presented her report. A bench has now been installed in the bus shelter at the top of Shawford Hill on the Otterbourne Road. A letter thanking the council had been received but it also contained a request for another bench on the side of the road opposite the bus shelter. This may not be practical but she would acknowledge the request and investigate further. Since funds may now be available, she would also seek an updated quote for the relocation of the WI bench in Compton Street to a position adjacent to the noticeboard. (This would include relocating the waste bin.) Following discussion, it was agreed that, when he next visits the parish in February, Councillor Cordery should consider tasking the Lengthsman with cutting back vegetation alongside the paved footpath from Southdown Road to the railway station.

Action: Councillor Cordery to obtain an updated quote for the relocation of the WI bench.
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10. Footpaths & Environment

The council noted Mr Wilkinson's report. The chairman agreed to write a letter of appreciation to the Principal of Sparsholt College for the work undertaken by his students in helping with the repair of parish footpaths. The council accepted the proposed HCC Countryside Rangers schedule of cutting and agreed that, once Mr Wilkinson had obtained the maps from HCC showing the parish's bridle and permitted bridleways, they should be forwarded to local stables.

The chairman recognised Mr Wilkinson's efforts on behalf of the community and proposed a vote of thanks and support for both his work in the parish and attempts to encourage horse riders and cyclists to use the appropriate thoroughfares, seconded by Councillor Southgate.

Vote: Unanimous

Action: Chairman to write to the Principal of Sparsholt College.

Action: Once HCC maps received, clerk to send copies to local stables.

11. Annual Parish Meeting (APM)

The clerk was asked to write to the WI to see if they were prepared to provide refreshments for the APM on 16 April 2015. The chairman also asked councillors to consider whether a guest speaker should be invited to address the meeting and for thoughts on an appropriate topic. It was agreed that the chairman should produce a chairman's letter, describing the council's work over the past year, for distribution in advance of the meeting.

Action: Clerk to write to the WI regarding refreshments for the APM

12. Civic Service

The chairman confirmed that the Sports Club would be organising a fund raising event in the summer. It was agreed that he should investigate the possibility of organising a civic service alongside that event.

13. Complaints

The council discussed the action taken to resolve the complaints received from members of the public (on 25 October 2014 and 27 November 2014) and decided that no further action was required.

14. Date and Venue of Next Meeting

7.30pm Tuesday 3 March 2015 in the Compton Room Shawford Parish Hall.

A D Walmsley, 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 3 March 2015 in the Compton Room, Shawford Parish Hall.

Present: Councillors A Walmsley (chairman), M Wilkinson, A Cordery, M Goulding, N Sadler, U Stevens and Mr D Drake (clerk).

In attendance: County Councillor P Bailey and seven members of the public.

1. Apologies and Declarations of Interest

The council accepted apologies from Councillors Townell, Jeffrey and Southgate, District Councillor J Warwick and PCSO Wilkinson. Councillor Stevens declared an interest in the appeal against a planning decision to build on a plot adjacent to Cliff House. Councillor Sadler subsequently declared an interest in the planning decision on Fairview.

2. Minutes

Councillor Cordery proposed, seconded by Councillor Stevens, that the minutes of the meeting held on 6 January 2015 were a true record.

Vote: Unanimous

3. Matters Arising and Outstanding Actions

Maps showing the parish's bridle and permitted bridleways had not yet been received but all other outstanding actions from the last meeting had been actioned or were on the agenda for discussion.

4. Police Report

The council noted PCSO Wilkinson's report in which there were two reported incidents over the previous two months: the theft of various items from a property on Otterbourne Road and items stolen from two wooden sheds within the grounds of Shepherds Down School.

5. County and District Councillors' Report

County Councillor Bailey informed the council that two residents had expressed concern about speeding vehicles and the safety of pedestrians crossing Otterbourne Road. He had asked HCC highways engineers to monitor the situation. The chairman referred to the Local Government Boundary Commission's draft proposals for changes to WCC ward boundaries, which included a recommendation that Compton and Shawford PC should be included in a three member ward stretching from Compton village to the Meon Valley. This was disappointing since the council had submitted a proposition, which linked the current Compton and Otterbourne ward with the neighbouring parishes of Olivers Battery and Badger Farm. He recommended that the council should object to the Commission's proposals. All agreed. The chairman noted that WCC was looking for nominations from parish councils for three councillors to serve on the Standards Committee. Councillor Stevens had indicated a willingness to apply. Following a short discussion it was agreed that the council should formally support Councillor Stevens's application. The chairman also took the opportunity to congratulate Sue Down on her Mayor's Award for services to the community.

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

The chairman of the Compton Tenants Association, Sue Down, confirmed that, despite rumours to the contrary, the association was still functioning. However, since formal meetings had not proved

popular with the members, future meetings with WCC officials would be conducted on a more informal basis.

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

6. Finance and Administration

Councillor Goulding presented the finance and administration report. He proposed, seconded by Councillor Wilkinson, that the council should approve the financial statement and note the list of payments since 6 January 2015.

Vote: Unanimous

Councillor Goulding proposed, seconded by Councillor Stevens, that John Murray be appointed as the internal auditor at a fee of £260.

Vote: Unanimous

Councillor Goulding noted that the survey, undertaken by Trinity Rose, on the caretaker's cottage had raised a number of issues, which needed attention. Following a meeting between the chairman and the chairman of CASCA, it had been established that CASCA would meet all of the repair/refurbishment costs. However, the chairman suggested that since there appeared to be a significant damp problem, the council could offer to meet the cost of further investigation into this specific problem. Trinity Rose had provided a quote but it would be appropriate to obtain another. Councillor Goulding agreed to seek an alternative quote. Following discussion, the chairman proposed, seconded by Councillor Goulding, that the council should allocate up to £1000 to fund the cost of further investigation into the cause(s) of damp within the cottage.

Vote: Unanimous

Action: Councillor Goulding to obtain a quote for further investigation into the causes of damp in the caretaker's cottage.
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The council noted the recruitment procedures produced by Councillor Jeffrey, which were in line with guidance produced by the National Association of Local Councils (NALC).

Councillor Goulding referred to a request from the chairman of the Sparrowgrove & Oakwood Copse Conservation Trust (SOCCT), Mike Southgate, for a grant of £500 towards its maintenance. The council had responded positively to such requests in the past because the woodland, which is owned and managed by SOCCT, is a valuable open space and there are no council owned open spaces in Southdown. He proposed, seconded by Councillor Stevens, that the council should approve a grant of £500 and that, when the draft budget for 2016/17 is prepared, it should consider the inclusion of an annual contribution towards SOCCT's operating costs.

Vote: Unanimous

Decision: The PC to award SOCCT a grant of £500 and to consider the inclusion of an annual contribution in the draft budget for 2016/17.

The chairman noted that the council was obliged to review its policy of meeting every other month. He considered that the policy was working well. Email had made communication between councillors much easier and information of value to parishioners was made available on the parish web site or published in the parish magazine. Following a short discussion, the council agreed to continue with the current policy of meetings every two months.

The council noted, from the updated asset register, that its assets had increased in value by £45,813, mainly as a result of the revaluation of the caretaker's cottage (from £162,000 to £195,000).

7. Playing Fields Management

The council discussed Councillor Wilkinson's proposal to replace the multi-play unit at the QEII Field Play Area with a bespoke unit provided by Greenspan at a cost of £22,362.36. Although this was more expensive than the option provided by Sovereign (£17,615.52) it had been designed in sympathy with the local environment, would not intrude on nearby houses and, looking to the future, should be easier to maintain. (The Sovereign proposal included a unit that would have enabled children to look in the garden of the neighbouring property.) The project to be funded by WCC Open Spaces. After much discussion, during which it was noted that WCC Open Spaces only require a minimum of two quotations, the chairman proposed, seconded by Councillor Wilkinson, that, subject to funding being made available from WCC Open Spaces, the council should proceed with the Greenspan proposal for a new multi-play unit at the QEII Field play area.

Vote: Unanimous

The council discussed the request for a memorial bench at the MPF and agreed that the one proposed by the donor would be suitable for installation at the MPF. Councillor Wilkinson agreed to consult the Sports Club about where it should be located and to seek confirmation that the donor is prepared to meet the cost of securing the bench.

Action: Councillor Wilkinson to liaise with the Sports club and the donor on the provision of a memorial bench at the MPF.

Since it was not a 'permanent structure', the council agreed to a request from the cricket captain, Andrew Gorty, to deploy a mobile electronic scoreboard on the MPF during the cricket season.

The council noted that a quarterly report on the status of the council's play equipment had been received from the Play Inspection Company. It had highlighted several 'low risk' items: none of which required immediate attention.

The council also noted Councillor Wilkinson's intention to obtain a second quote for inserting an additional gate into the picket fence surrounding the MPF play area.

Action: Councillor Wilkinson to obtain a second quote for an additional gate in the picket fence around the MPF play area.

8. Planning

Councillor Stevens presented her report. She noted that the householders at Cliff House have appealed against WCC's decision to refuse permission for the erection of a new house on their side of the garden; that the Historic Environment Team had considered the proposed extension at Fair View, Compton Street, to be too large for the scale of the existing house; and that two objections had been made to WCC about the felling of two yew trees, which were not subjected to a TPO, at Compton Beeches, Hurdle Way. One of the objectors to the development at Compton Beeches had also complained about the scale of the proposed extensions.

Councillor Stevens noted that, with regard to Fairview, several objections had been made at a very late stage. Such actions make it very difficult for the Parish Council to co-ordinate a response to planning applications. She also emphasised that, while the Parish Council would always listen to residents' associations and take into consideration their views, they should not expect the council to endorse those views as a matter of course.

9. Highways & Byways

Councillor Cordery advised the council that following a request from an elderly parishioner, who had encountered some difficulty in transiting from the bus stop in Otterbourne Road to Compton village, the WI bench would be moved to a position alongside the noticeboard opposite the school. It would now be more accessible from the pavement. [The WI had previously approved the move.] She added that she was also in discussion with HCC about the possibility of installing another bench further along Compton Street. She proposed, seconded by Councillor Stevens, that the council should set aside £1000 to cover the cost of the additional bench.

Vote: Unanimous

The council noted that the Lengthsman had undertaken work in the parish on 19 February 2015.

10. Footpaths & Environment

The council noted Mr Wilkinson's report, which indicated that cattle had returned to Shawford Down. Oliver's Battery PC had notified the council about problems with access to Footpath 35: HCC Countryside Rangers and had been informed.

11. Annual Parish Meeting (APM)

The chairman reminded councillors that the APM would be held in Shawford village hall on Thursday 16 April 2015. He was in the process of producing a draft letter outlining the council's activities over the past year, which would be forwarded to councillors for comment. Once the text had been agreed, he would be grateful for assistance with its distribution to all households within the parish.

12. Civic Service

The chairman announced that the rector had agreed to the PCC assuming responsibility for the civic service, which will be held in early July and involve a lunch at the school. Since the council had set aside funds in support of the service, he considered that it would be appropriate to offer some financial support. He would advise the chairs of neighbouring parishes that the event would be restricted to the residents of Compton and Shawford.

13. Annual Council Meeting (ACM)

The chairman reminded councillors that, at the ACM on 5 May 2015, the first item on the agenda would be the election of a chairman. He hoped that potential candidates would announce their intention to stand by Monday 27 April 2015, which will provide councillors with time to reflect upon their credentials for the post. It would also help if councillors could provide the clerk with their committee preferences by the same date.

14. Date and Venue of Next Meeting

7.30pm Tuesday 5 May 2015 in the Compton Room Shawford Parish Hall.

A D Walmsley, 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 5 May 2015 in the Compton Room, Shawford Parish Hall.

Present: Councillors M Southgate (chairman), A Walmsley, M Wilkinson, A Cordery, M Goulding, N Sadler, M Townell and Mr D Drake (clerk).

In attendance: Four members of the public.

1. To elect a chairman of the council.

Councillor Wilkinson proposed, seconded by Councillor Townell, that Councillor Southgate should become chairman for the coming year.

Vote: Unanimous

Following the vote the clerk advised that he had received an email from Councillor Stevens, indicating that, while she was not able to vote in absentia, she would be delighted to support Councillor Southgate's nomination.

Councillor Southgate assumed the role of chairman and subsequently signed the declaration of office. He thanked Councillor Walmsley for his work as chairman over the past year.

Following a short discussion, it was agreed that, since there were no nominations for the post and, as the council only met six times in a year, a vice-chairman would not be appointed for the coming year.

2. Apologies and Declarations of Interest

The council accepted apologies from Councillors Jeffrey and Stevens, County Councillor P Bailey and PCSO Wilkinson. Councillor Sadler declared a pecuniary interest in the planning application for Fairview; Councillor Walmsley declared a personal interest in Fairview and Councillor Goulding a pecuniary interest in Compton Lodge.

3. Minutes

Councillor Cordery proposed, seconded by Councillor Goulding, that the minutes of the meeting held on 3 March 2015 were a true record.

Vote: Unanimous

4. Matters Arising and Outstanding Actions

The clerk advised that Councillor Walmsley had produced a map which highlights the parish bridle and permitted bridleways. This will be distributed to seven local stables together with a letter requesting that horse riders should use the track behind the bus shelter on the corner of Compton Street and Otterbourne Road. All other outstanding actions from the last meeting had been actioned.

5. Appointment of Committees

The chairman believed that the current appointments were working well and that the existing convenors should retain their portfolios. He suggested that the council should consider moving to a position where each convenor had sole responsibility for his/her role but, for the time being, each one should decide upon whether they wanted a committee or not. There were no dissenters. Since the council had not nominated a representative for many years, nor had there been any communication

with the organisation, it was subsequently agreed to drop the Winchester Villages Trust from the list of appointments. The appointments for 2015/16 are as follows:

Committee	Members	Responsibilities
Finance & Administration	Angela Jeffrey* Mike Goulding Mike Southgate Marc Townell	Budget and precept. Clerk's terms and conditions of service (inc. wages). Office equipment, stationery etc. Insurance. Governance documents: Financial Standing Orders and adherence to accounting regulations. Sports Club and Tennis Club leases.
Playing Fields and Play Area Management	Myra Wilkinson* Naomi Sadler Marc Townell John Richardson (co-opted) Jean Millar (co-opted) Mark Jenkins (co-opted)	Maintenance and improvement of facilities play equipment, trees and plants, pitches. Progress provision of playground for Shawford.
Planning	Una Stevens* Angela Jeffrey Alison Cordery Naomi Sadler	Monitor planning applications affecting the parish. Advise City Council planners of PC objections as appropriate. Reassess LDF, VDS and PP, value of a Neighbourhood Plan. Monitor changes in planning policy. Review and revise our council's own planning policy (last updated May 2009)
Highways & Byways Transport	Alison Cordery* Mike Southgate Myra Wilkinson	Road signs, street lighting, traffic safety, speed limits, parking, cycle tracks. M3 subway and bus shelter cleaning, Lengthsman project, street furniture. (MS) Railways, buses, 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.

* Convenor

School Governor Liaison	Charlotte Bailey	CASCA Hall Committee	Myra Wilkinson Maureen Mabbott
Tree Warden	Naomi Sadler	Sports Club Rep	Myra Wilkinson
Winchester District Association of Parish Councils	Adrian Walmsley	Webmaster	Adrian Walmsley
SOCCT	Mike Southgate	Police Liaison	Mike Southgate

6. Police Report

The council noted PCSO Wilkinson's report in which there were four reported incidents over the previous two months: the theft of various items from a parked vehicle on a driveway in Southdown Road and three non-dwelling burglaries, in which tools and garden equipment were stolen.

7. County and District Councillors' Report

Councillor Southgate noted that, apart from the continuing discussion on how to move forward on Silver Hill, with both general and local elections to the fore, there was little activity upon which to report.

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

Concern was expressed about the behaviour of several youths from outside the village, who were causing trouble at the QEII Field. Incidents had been reported to the police but the response had been ineffective. The chairman agreed to contact the head of the Alresford police station adding that it would help to argue the case for a more effective response if local residents were to call the 101 number to report every incident. The chairman of the Compton Tenants Association, Sue Down, invited councillors to a meeting of the Compton tenants and Winchester City Council officials between 1500 -1700 on 12 May 2015. Mrs Millar distributed a leaflet providing information on the Twyford Patient Participation Group and advised that the council may receive a request for a grant towards that organisation's administration costs. Concern was also expressed about the wire protecting the MPF cricket square, which constituted a risk to walkers, especially at night.

Action: Chairman to contact Sergeant Fisher concerning anti-social behaviour at the QEII Field.
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There being no further comments from members of the public, the meeting was reconvened.

8. Finance and Administration

i) Councillor Goulding presented the finance and administration report. He proposed, seconded by Councillor Wilkinson, that the council should approve the financial statement; note the list of payments since 3 March 2015 and provide authority for the clerk to transfer the sum of £10,428.56 from the deposit to the current account.

Vote: Unanimous

ii) The council noted that Standing Orders had been updated in January and that the Financial Regulations still complied with the guidance provided by NALC. The policy documents relating to data protection, relations with the media and complaints procedures were still relevant. It also noted that the Asset Register had been approved by the council on 3 March 2015 and that the council's insurance was due for renewal on 1 October 2015.

iii) Councillor Goulding proposed, seconded by Councillor Cordery, that the council should approve the Annual Return 2014/15 and confirm the Annual Governance Statement.

Vote: Unanimous

iv) The council noted the council meeting dates for 2015/16 and agreed to try to avoid holding the Annual Parish Meeting during school holidays. The chairman suggested that the council could be more flexible on meeting dates and would consult members on how this could be achieved.

v) The council noted the terms of reference for the Finance and Administration, Highways & Transport, Planning and Playing Fields committees.

vi) The council discussed the letter from the Hampshire Association of Local Councils, offering a dedicated HR support service for an annual fee of £100. It decided that, with only one employee, such a service did not provide value for money.

vii) Councillor Goulding noted that work had commenced on improvements to the caretaker's cottage. The costs involved would be met by CASCA.

9. Annual Parish Meeting

Councillor Goulding proposed, seconded by Councillor Cordery, that the clerk's report of the Annual Parish Meeting (APM), held on 16 April 2015, was a true record.

Vote: Unanimous

The issue having been raised by a member of the public at the APM, the council considered whether it needed a formal policy on child protection. It concluded that a formal policy was not necessary but agreed that the implications on the security and protection of children and vulnerable adults should always be considered before decisions were taken upon the installation of new equipment on council land and for any matters which involve such individuals.

It also noted that the siting of the outdoor gymnasium, adjacent to the children's play area on the MPF, enabled parents to use the equipment while monitoring the activities of their children within the play area. Nevertheless the council would monitor the situation carefully to ensure that any potential risk to children was low. It would also postpone a decision on the installation of a gate in the picket fence surrounding the play area.

The council discussed the comment about 'significant support' for future developments on the MPF, which, as currently defined (i.e. 50% of the electorate), was considered to be too high. While the council indicated a willingness to review the figure, it was unclear what would constitute a 'reasonable' percentage. It agreed that 50% provided a useful benchmark and noted that the 'six month rule', which excludes the council from reviewing decisions within that period, would expire on 6 July 2015, when, should an alternate proposal be forthcoming, the council would be prepared to revisit the issue.

The chairman advised that he had been in contact with Brendoncare about the panels surrounding the Captain Barnard site and was awaiting a return call. He would also contact the Environment Agency about a replacement no-cycling sign.

10. Playing Fields Management

The council received a briefing from Peter Moreton, Greenspan Projects, on the multi-play unit that will shortly be installed at the QEII Play Area. Councillor Wilkinson proposed, seconded by Councillor Sadler, that the council should approve his proposal to relocate the unit within the play area at no extra cost.

Vote: Unanimous

Councillor Wilkinson advised the council that the Quarterly Inspection report had noted that a weld on the multi-play unit at the MPF Play Area needed attention. She had instructed Vita Play to make good the repair. She sought assistance from fellow councillors in helping with a programme of regular checks on the play equipment. Councillors Goulding and Sadler offered to assist.

Given concerns raised at the APM, plans for a gate to be installed in the picket fence around the children's play had been put on hold. The bench purchased by Daphne Canning in memory of her husband had been installed on the MPF and a request had been received for a tree on the MPF to be inspected. She was also seeking quotes to improve the condition of football pitch at the QEII Field.

11. Planning

Councillor Cordery presented the planning report on behalf of Councillor Stevens.

The council discussed the revised plans to extend the building at Fairview. It was agreed that the council should not object to the plans. However, concern was expressed about inconsistencies in the way CE.23 is being interpreted within Winchester City Council's Planning Department. The council agreed that Councillor Stevens should be asked to seek clarification from the Planning Department on its interpretation of that planning directive. Should such clarification not be received prior to the deadline for comments on Fairview, the council believed that Councillor Stevens should ask for the application to be considered by the Planning Committee. [It should be noted that, having declared an interest, Councillor Sadler did not participate in this discussion.]

Since the 9.30pm deadline for council meetings had been reached, the council voted unanimously to extend the meeting until 10.00pm.

12. Highways & Byways

Councillor Cordery advised the council that Hampshire County Council (HCC) had agreed to the provision of an additional bench on county council land in Compton Street at an estimated cost of

£900. The council noted that £1000 had been set aside from last year's budget for the provision of the bench but required clarification of the costs involved and suggested that people living in nearby properties should be notified in advance of the installation.

Action: Councillor Cordery to seek clarification of the costs involved in the provision of a new bench in Compton Street and to notify householders living nearby.

Councillor Southgate outlined the proposed parking restrictions for Shawford Road and Pearson Lane, which will include double yellow lines around the northern junction of the two roads.

Following discussion, it was agreed that the Lengthsman should be tasked with clearing deadwood, brambles and sycamore seedlings from the front of the bungalows on Compton Street and West View.

13. Footpaths & Environment

The council noted that a letter had been received from the Southdown Residents' Association expressing concern about the declining state of Shawford Down. It was agreed that the letter should be forwarded to Hampshire County Council, which manages the Down, for comment. The council also noted that Mr Tice had expressed concern about the use of cattle in the management of the Down. Following consultation with HCC, these concerns had been addressed by Councillor Walmsley in his email of 15 April 2015.

Action: Clerk to forward the Southdown Residents' Association letter to HCC for comment.

14. CASCA

Councillor Wilkinson advised the council that Maureen Mabbott had been appointed secretary.

15. Date and Venue of Next Meeting

7.30pm Tuesday 7 July 2015 in the Compton Room Shawford Parish Hall.

M G Southgate
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
Telephone: 01962 600198
email: clerk@compton.pariah.hants.gov.uk

Minutes of the Compton and Shawford Parish Council Meeting held at 7.30pm Tuesday 7 July 2015 in the Compton Room, Shawford Parish Hall.

Present: Councillors M Southgate (chairman), A Cordery, M Goulding, A Jeffrey, N Sadler, U Stevens, A Walmsley, M Wilkinson and Mr D Drake (clerk).

In attendance: Four members of the public.

1. Apologies and Declarations of Interest

The council accepted apologies from Councillor Townell, County Councillor P Bailey, District Councillor J Warwick and PCSO Wilkinson. Councillor Southgate declared a personal interest in the Sparrowgrove and Oakwood Copse Conservation Trust (SOCCT).

2. Minutes

Councillor Cordery proposed, seconded by Councillor Wilkinson that the minutes of the meeting held on 5 May 2015 were a true record.

Vote: Unanimous

3. Matters Arising and Outstanding Actions

Councillor Walmsley noted that, although absent on 5 May 2015, Councillor Jeffrey had previously indicated that she would be prepared to support Councillor Southgate's nomination as chairman. Councillor Wilkinson advised that she had not yet obtained further quotes to improve the condition of the football pitch at the QEII Field.

4 Police Report

The council noted PCSO Wilkinson's report in which there were seven reported incidents over the previous two months: 2 burglaries, including one in Cliff Way in which jewellery and financial information was removed; 2 thefts from sheds; the theft of a pedal cycle from Shawford railway station; the theft of scrap metal from a rear garden and a mobile phone from a parked car in Tilden Road.

5. County and District Councillors' Report

Councillor Southgate briefed the council on the latest developments on the Silver Hill project and advised that both he and District Councillor Warwick were opposing the Linden Homes project for the construction of 350 new homes at Pitt Vale.

6. Parish Flagpole

The council discussed a proposal for a parish flagpole. It was noted that one was already situated adjacent to All Saints Church Compton and, since the chairman of CASCA had indicated his opposition to the construction of a flagpole at the parish hall, it was decided to defer a decision until September.

7. Playing Fields Management

The council noted that Councillor Southgate had recently met the chairman of the Lawn Tennis Club to discuss the possibility of reopening the discussion on a proposal for a fourth tennis court at the Memorial Playing Field (MPF). It was agreed to defer a decision until after members of the public, who were present, had had a chance to comment. [See paragraph 10 below.] The council

also noted that further maintenance was required on the play equipment at the Memorial Playing Fields and that rabbits had been observed in the vicinity of the field. It was also agreed to defer a decision on a possible opening ceremony of the new equipment at the QEII Field until a complaint about the height of the multi-play unit had been resolved. Following receipt of an email from Winchester City Council (WCC) on the Community Infrastructure Levy (CIL), it was acknowledged that Open Spaces funding for new sports and play equipment projects would be severely restricted.

Action: Councillor Wilkinson to consider whether rabbits are becoming a problem at the MPF and, if so, to consider appropriate measures.

8. Footpaths and Environment

The council noted Mr Wilkinson's report, in which he made a request for the council to encourage parishioners to become practically engaged in the conservation of Shawford Down. It also noted that there are plans to stabilise the Tudor Wall and to remove vegetation and some trees to expose the wall and gateway for expert examination and appropriate renovation. The latter is expected to cost circa £25,000.

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

Concern was expressed about Hampshire County Council (HCC)'s management of Shawford Down, especially the reliance upon cattle grazing, rather than the use of manual labour and machinery. Concern was also expressed about the council's plans to reconsider the possibility of a fourth tennis court on the MPF, particularly since the three courts were not currently fully utilised.

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

9. Shawford Down

The council discussed HCC's management of Shawford Down and agreed that Councillors Wilkinson and Jeffrey should ask the Countryside Service for a cost/benefit analysis of using cattle against manual labour and machinery.

Action: Councillors Wilkinson and Jeffrey to ask the Countryside Service for a cost/benefit analysis of using cattle against manual labour and machinery in the management of Shawford Down.

10. Fourth Tennis Court

The council reconvened its discussion on the fourth tennis court. Councillor Wilkinson proposed, seconded by Councillor Southgate, that the council approve the recommendation that, if, by 30 September 2015, the Lawn Tennis Club can collect 200 hundred signatures of parishioners registered on the electoral roll, it should give further consideration to the possibility of constructing a fourth tennis court at the MPF.

Vote: Unanimous

11. Finance and Administration

Councillor Jeffrey proposed, seconded by Councillor Southgate, that the council should:

- Approve the financial statement;
- Note the list of payments since 5 May 2015 and
- the comments contained within the Internal Auditor's letter of 28 May 2015.

Vote: Unanimous

Following a request from Councillor Stevens, the council thanked the clerk for his efforts in maintaining the council's accounts over the past year.

The council noted that it will need to enrol all eligible employees [i.e. the clerk] into a workplace pension by 1 August 2016. It accepted Councillor Jeffrey's advice that the most cost effective

scheme was that set up by the government, NEST. The clerk noted that once the scheme is established, since he is above State Pension Age and has a contract with the council that provides him with a gratuity of three eightieths of his annual remuneration for each year of service, he will 'opt out'.

The council noted the revised charges for freedom of information requests and that the planned work on the replacement of the bathroom in the caretaker's cottage had been completed. The council thanked the CASCA chairman, John Griffith, for his efforts in supervising this and other renovation work on the cottage.

12. Boundary Commission

Councillor Southgate thanked Councillor Walmsley for his work in ensuring the integrity of the parish within the new WCC wards. The only concern being the ward name of Badger Farm and Oliver's Battery. Councillor Walmsley proposed, seconded by Councillor Cordery, that the council should support efforts to change the name to one which more reflects the area. He subsequently agreed to liaise with the other parishes on combined efforts to change the ward name.

Vote: Unanimous

13. Future Meetings Schedule

The council agreed to schedule an informal parish meeting in the Reeves Scout Hall Compton on a Saturday in October. It also agreed to defer a decision on a suggestion to change the council meeting day, from Tuesday to Thursday, until September.

14. Winchester Villages Trust (WVT)

Councillor Walmsley briefed the council on the role of the WVT. The trust's organiser, Sue Lane, is hoping to talk to Sue Down shortly about becoming the parish representative. The council noted that, should both parties wish to proceed, it will need to pass a formal motion nominating Sue Down as its WVT Trustee.

15. Planning

Councillor Stevens presented her report. The council noted that National Planning Inspectorate had dismissed the appeal seeking permission to build upon the land adjacent to Cliff House and that the WCC Planning Committee had approved the application to extend the property at Fairview. As regards the latter, in her presentation to the Planning Committee, Councillor Stevens had praised the efforts of the planning officer, Mr Billington, for producing an excellent overview of the pertinent issues.

16. Highways & Byways

Councillor Cordery advised the council that she had received two further requests for benches to be installed in bus shelters along Otterbourne Road. She would consider the cost implications and report to the council in September.

Action: Councillor Cordery to consider the cost implications of installing two new benches in bus shelters along Otterbourne Road.

17. SOCCT

Councillor Southgate advised the council that SOCCT would be holding its AGM on 17 July 2015. Councillor Goulding volunteered to represent the council.

18. Date and Venue of Next Meeting

7.30pm Tuesday 1 September 2015 in the Compton Room, Shawford Parish Hall.

M G Southgate
Chairman

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



Compton and Shawford Parish Council

PO Box 565, Winchester,
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Telephone: 01962 600198
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Minutes of the Compton and Shawford Parish Council Meeting held at 7.30pm Tuesday 8 September 2015, Shawford Parish Hall.

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

In attendance: County Councillor P Bailey and seven members of the public.

1. Apologies and Declarations of Interest

The council accepted apologies from Councillors Cordery, Jeffrey, Sadler and Townell, District Councillor J Warwick and PCSO Wilkinson.

2. Minutes

Councillor Southgate moved that the minutes of the meeting held on 7 July 2015 were a true record.

Vote: Unanimous

3. Matters Arising and Outstanding Actions

Councillor Walmsley advised that, on the council's behalf, he had responded to the Local Government Boundary Commission for England (LGBCE) consultation on Hampshire County electoral division boundaries. He added that the clerk had also written to the LGBCE about the proposed name of the new three member ward, Badger Farm and Oliver's Battery, which was not reflective of the ward as a whole, since it made no reference to the three other parishes, viz. Compton & Shawford, Hursley and Otterbourne.

Councillor Wilkinson advised the council that, since the playing fields and play area budget had had to meet unexpected maintenance costs, she had decided not to seek additional quotes for work to improve the condition of the QEII Field football pitch. This project would be placed on hold until 2016/17. With regard to the rabbit problem on the Memorial Playing Field, she had advised the Sports Club to contact Itchen Valley Pest Control.

Councillor Southgate noted that the clerk would be attending a Hampshire Association of Local Councils (HALC) seminar on workplace pensions on 21 September.

4 Police Report

The council noted PCSO Wilkinson's report in which there were three reported incidents: a group of ten youths lighting a fire by Compton Lock; power tools had been stolen from a property in Compton Street and various garden pieces had been stolen from a property in Cliff Way.

5. Chairman's Update

Councillor Southgate reported on a number of issues including his discussions with representatives of Brendon Care Homes about the proposed development of the Captain Barnard site. He had been informed that the company was reconsidering how it could use the site in conjunction with its other care homes in Otterbourne. There was no prospect of any work being undertaken in the immediate future. At its AGM, Sparrowgrove and Oakwood Copse Conservation Trust (SOCCT) had noted the Parish Council's request that any future requests for a grant should be submitted well in advance. Councillor Southgate had also spoken to the new team of Hampshire County Council (HCC) rangers, which is responsible for the management of Shawford Down. Councillor Wilkinson would report on her subsequent meeting with the team later in the meeting.

6. County and District Councillors' Report

Councillor Bailey advised the council that HCC was anticipating further cuts in the environment and transport budget. This will probably result in a reduction in drain cleaning and grass cutting services and recycling facilities opening hours. Nevertheless he expected the Lengthsman project, which was extremely popular with the local parishes, to be maintained at its current level of funding.

Councillor Southgate (in his capacity as a District Councillor) noted that a submission had been received requesting that the Settlement Gap between Southdown and Otterbourne should be revised to exclude George Beckett Nurseries and the Old Police Cottage. Councillor Stevens had only just received notice of this request and was considering a response on behalf of the Parish Council. She agreed to circulate her draft response to councillors before despatch.

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

Following a request for a clarification on the future of Winchester City Council (WCC) funding for sports and play equipment, it was advised that the parish no longer had its own 'pot' upon which it could draw. Future requests for funding would be considered by WCC officials, who would consider the requirements/priorities of each town and parish within the district before allocating Community Infrastructure Levy (CIL) funds. Concern was expressed about overhanging vegetation impacting severely on some pavements in Compton Down. The parishioner was advised that, while HCC was responsible for public roads, where the problem affected private roads the residents needed to consider appropriate action. County Councillor Bailey noted concerns about the way the pot holes in Shepherds Lane had been repaired by council engineers. The chairman of the Sports Club advised that the club's finances were in good shape and that he had agreed with Councillor Jeffrey that the club would meet the cost of clearing scrub/saplings from the area to the east of the car park. In response to a question about the fourth tennis court, the chairman advised that, once 200 signatures had been obtained, the petition should be sent to the clerk. The council would then ask the playing fields committee to consider all of the issues, including concerns about over development of the MPF, parking etc.

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

7. Playing Fields Management

Councillor Wilkinson advised the council that, during the summer, the rope bridge on the MPF multi-play unit had had to be replaced at a cost of £2188.34. The playing fields budget for the financial year was now fully spent. Given that much of the play equipment is old, she suggested that, when the budget for 2016/17 is considered later in November, the council should give serious thought to establishing a play equipment sinking fund. All agreed.

Action: F&A Committee to consider establishing a play equipment sinking fund.
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Councillor Wilkinson noted that the grass cutting contract was due for renewal this autumn. Since Grass & Grounds had provided an excellent service over the past three years she moved that the council 'roll over' its contract for another year at the slightly increased rate of £183 per cut (an increase of £4 or 2.2%).

Vote: Unanimous

Decision: Grass cutting contract to be rolled over for another year at a cost per cut of £183.

Councillor Wilkinson announced that she intended to seek quotes for work on the trees alongside the MPF jubilee walkway. The cost of the work should be within her delegated authority.

8. Finance and Administration

The council noted the financial statement and the list of payments made since 7 July 2015.

It also noted the external auditor's letter of 6 August 2015, which stated that "There were no matters which came to our attention that required the issuing of a separate additional issues arising report" and that Section 3 of the Annual Return had been signed off by BDO without any adverse comments.

The council noted that, together with the clerk, Councillor Jeffrey had undertaken an inspection of the Jubilee Pavilion. A number of issues had arisen, including the need to relay the paving stones to the east and south of the pavilion. The clerk advised that the cost of this work would be approximately £2000, which would mean the pavilion budget for 2015/16 would be exceeded. However, it needed to be undertaken for health and safety reasons and the pavilion sinking fund could be used to cover the budget deficit. Following a short discussion, during which the clerk indicated that a budget deficit for the current financial year was likely but overall reserves were healthy, Councillor Goulding moved that the clerk should obtain quotes for the relaying of the paving stones.

Vote: Unanimous

Action: Clerk to obtain quotes for the relaying of the paving stones on the east and south sides of the Jubilee Pavilion.
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9. Planning

Councillor Stevens presented her report. She drew the council's attention to the planning application at Oakmead that had been refused because "...it would have a materially harmful impact on the visual amenity and character of the area". This decision might have an impact on an application to demolish a property at Smallwood, Cross Way, and to replace it with three houses facing onto the road. As mentioned earlier she would provide councillors with her draft response to the request that the Settlement Gap between Southdown and Otterbourne should be revised.

10. Highways & Transport

The council noted Councillor Cordery's report. No decisions were required.

11. Footpaths and Environment

Together with the Footpath and Environment representative, John Wilkinson, Councillor Wilkinson had met the new HCC rangers, Jim Hobson and Mike Hardy. The rangers had explained that HCC had a planned approach to the management of Shawford Down, which included the use of a combination of machinery, cattle and working parties. (The latter were to be employed when it was unsafe to use machinery.) Councillor Wilkinson noted that the parishioner, who had recently expressed concern about the condition of the down, had been informed.

The council discussed problems in contacting HCC officials to report work required on footpaths and bridleways. Councillor Bailey agreed to provide the clerk with the names of the appropriate officials. The council was delighted to hear that HCC had undertaken work to clear the area around the Tudor Wall.

12. Future Meetings Schedule

The council discussed Councillor Southgate's paper. Councillor Southgate moved that the council should continue to hold its meetings on the first Tuesday of alternate months, with the exception of January, when it would be held on the second Tuesday, and in May, when it needed to be held after the Parish Council election on Thursday 5 May 2016.

Vote: For 4 Against 1

13. Winchester Villages Trust (WVT)

Councillor Walmsley moved that Sue Down should be appointed as the Parish Council's representative on the Winchester Rural District Welfare Trust.

Vote: Unanimous

14. Parish Flagpole

The council agreed that, since the parish already had a flag pole at Compton church another was not required. The clerk was asked to liaise with Parochial Church Council on matters pertaining to flag flying within the parish.

15. CASCA

Councillor Wilkinson advised the council that CASSCA would be increasing its room rates by £1 per room from 1 January 2016. This was the first increase in three years. The CASCA AGM would be held on 12 November 2016 and the annual Christmas party on 11 December 2016.

16. Date and Venue of Next Meeting

7.30pm Tuesday 3 November 2015 in the Compton Room, Shawford Parish Hall.

M G Southgate
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
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Minutes of the Compton and Shawford Parish Council Meeting held at 7.30pm Tuesday 3 November 2015, Shawford Parish Hall.

Present: Councillors M Southgate (chairman), A Cordery, M Goulding, N Sadler, U Stevens, M Townell, M Wilkinson and Mr D Drake (clerk).

In attendance: County Councillor P Bailey, District Councillor J Warwick and eight members of the public.

1. Apologies and Declarations of Interest

The council accepted apologies from Councillors Jeffrey and Walmsley. In connection with the scheduled presentation on parking in Shawford, Councillor Southgate declared that he was a member of the Shawford Rail Users Group and Councillor Wilkinson that she was a resident of Bridge Lane.

The Meeting was suspended in order to receive a presentation from Mr M Hegan, Shawford Village Residents' Association (SVRA) on parking problems in Shawford village.

Mr Hegan briefed the council on the survey that had recently been undertaken by the SVRA. All houses (not including rented properties) had been surveyed, of which 95% had responded. All had agreed that car parking in the village was a problem. The SVRA would like the Parish Council to support a strategy for increased off road parking, combined with further on road parking restrictions, and to 'fast track' a SVRA meeting with SW Trains and representatives of Walcon.

Councillor Southgate noted that the council had been liaising with the SVRA on this issue for many years and had supported the overall strategy. He voiced concerns about the timing of the survey and confirmed that proposals to restrict parking in Shawford Road and Pearson Lane were currently progressing through the authorisation and legal process. He was working closely with the Winchester City Council (WCC) Traffic Officer to get the yellow lines painted on the roads before Christmas. He added that, having recently attended a SW Trains stakeholder meeting about the new rail franchise, which is to be tendered next year, the relationship with the rail organisations needed to be handled carefully. We have a good train service valued by the local community, and relationships with rail operators need to be handled carefully to ensure this is not jeopardised inadvertently. He hoped the SVRA appreciated his expertise and would accept his advice in this potentially delicate area. Councillor Stevens agreed, while recognising the difficulties caused by commuters parking their cars in Shawford, both the council and SVRA needed to be careful not to antagonise the rail organisations.

Following a short discussion, it was agreed that the SVRA and the council would continue to liaise closely and would work together to explore the viability of the various options for additional parking in Shawford village.

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

2. Minutes

Councillor Southgate moved that the minutes of the meeting held on 8 September 2015 were a true record.

Vote: Unanimous

3. Matters Arising and Outstanding Actions

The council agreed that, provided the Parochial Church Council was in agreement, it would purchase a union flag to be flown on The Queen's actual and official birthdays and on Armed Forces Day (the last Saturday in June).

4 Police Report

Although they had been notified about the date of the meeting, the chairman noted that no report had been received from the local police team.

5. County and District Councillors' Report

County Councillor Bailey advised the council that Hampshire County Council would shortly be issuing a document requesting public comment on changes to highways environmental work: most as the result of funding cuts. District Councillor Warwick noted that the leaf clearance programme had begun. Should anyone require urgent leaf clearance then he/she should call WCC Customer Service on 0300 3000 0013 or report via the WCC web site.

6. Chairman's Update

Councillor Southgate advised the council that, having received documents containing 200 signatures supporting discussions between the Lawn Tennis Club (LTC) and the council, he had, together with the clerk, met the club chairman to clarify various matters. The LTC have been asked to identify a location on the MPF that is acceptable to other users and neighbours; does not involve the loss of any trees and minimises the loss of green space. In addition, they have been asked to address car parking and traffic issues and to consider any proposals which might make the tennis club more accessible to members of the parish, notably the younger generation.

Following a discussion on the proposed siting of cycle racks at Shawford railway station, which could be considered by some to be 'intrusive', the council agreed that, in view of the car parking concerns, it should support additional cycle storage. Councillor Southgate will inform WCC that the council is content with the proposals. He would also inform the SVRA.

Action: Councillor Southgate to inform WCC that the council supports additional cycle storage and to advise the SVRA accordingly.
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7. Finance and Administration

The council noted the financial statement and the list of payments made since 8 September 2015.

The council discussed the draft budget during which it was agreed that the Sparrow and Oakwood Conservation Trust (SOCCT) should be asked to confirm whether it would be submitting a request for a grant in the current and next financial years. Councillors were also asked to provide the clerk with details of any proposed projects for 2016/17 by 31 December 2015. A final decision on the budget would need to be made when the council next meets on 12 January 2015.

The council noted that there was a wide variation in the tenders submitted for the relaying of the paving stones on the east and south sides of the pavilion. Since the contractor that had supplied the lowest bid had completed the relaying of the stones on the west and north sides of the pavilion, Councillor Goulding moved that the contract should be awarded to Cranworth Builders at cost £1660 (+VAT).

Vote: Unanimous

Decision: Cranworth Builders to be awarded the contract to relay paving stones on the east and south sides of the pavilion.
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The council noted that the £30,000 on 12 months' term deposit with Lloyds Bank plc had been 'rolled over' until 31 October 2016.

The council noted that the council's staging date for a workplace pension is 1 August 2016. It also noted that, since the clerk was above state pension age (SPA) and was content with his current retirement options, he would not be requesting that he should be automatically enrolled in one. As a consequence, the budgetary implications for 2016/17 should be minimal.

8. Highways & Transport

The council noted Councillor Cordery's report. She advised that the HCC cost of installing a bench in Compton Street would be £961.72 (+VAT). This was within the amount set aside at the end of the last financial year. The council agreed that it should try to arrange for the hedge around the school to be cut in time for the Christmas fair advertising banner to be displayed. It was also agreed that the area around the Diamond Jubilee oak tree on the MPF should be 'tided up' when the Lengthsman visits the parish later this month.

Action: Councillor Cordery to arrange for hedge cutting around the school and 'tidying up' around the Diamond Jubilee oak tree.

9. Web Site

Councillor Goulding presented Councillor Walmsley's paper. Since HCC is shutting down its website housing service on 31 July 2016, the council will need to find a new hosting provider. The council agreed that Councillors Goulding and Walmsley should examine all the various options and to present it with a recommendation on the way forward in time for the meeting on 12 January 2016.

Action: Councillors Goulding and Walmsley to present the council with a recommendation on web hosting in time for the meeting on 12 January 2016.

10. Planning

Councillor Stevens presented her report. She advised the council that she had submitted comments on both of the proposed developments on Cross Way on the grounds that they contravene the design guidelines set out in the Village Design Statement.

Councillor Southgate noted that a consultation document, on the Winchester District Local Plan Part2: Development Management and Site Allocations, should issue shortly.

11. Playing Fields Management

Councillor Wilkinson advised the council that she had accepted a quote of £714.85 from Playdale to repair the rope net on the mini multi-play unit. Vita Play had also carried out its quarterly maintenance check on the outdoor gymnasium.

The council noted that Winchester City Council Planning Enforcement Officer had advised that the multi-play unit installed in the QEII Field play area requires planning permission, since it exceeds the 4 metre height limit specified in the General Permitted Development Order 2015, Schedule 2, Part 12, Class A. Following discussion, it was agreed that the council should submit an application for retrospective planning permission and, in parallel, to enter into negotiations with the supplier, Greenspan Projects, on potential ways of reducing the height of the equipment below 4 metres and, if possible, to negotiate financial support/compensation from the company. Councillor Wilkinson to lead.

Action: Councillor Wilkinson to submit a retrospective planning application for the QEII Field MPU and to enter into negotiations with the supplier Greenspan Projects on ways of reducing its height.

12. Footpaths and Environment

Councillor Wilkinson advised the council that, following the felling of intrusive trees and the removal of ivy and other plant growth, the Tudor wall had now been exposed. The Tudor gateway had also been renovated. A further archaeological survey by HCC is awaited to establish what can further be done to preserve its presence and at what cost.

Councillor Wilkinson reported that HCC Countryside Rangers have made good progress on restoring the natural grass downland at Shawford Down. The next volunteer day is Wednesday 11 November 2015.

13. CASCA

Councillor Wilkinson advised the council that the CASCA AGM would be held on 12 November 2016 and the annual Christmas party on 11 December 2016. In response to an inquiry from the clerk, she agreed to speak to the CASCA chairman about progress on work to reduce damp in the caretaker's cottage.

14. Remembrance Sunday

Councillor Southgate offered his apologies as he would not be able to attend the ceremonies on Shawford Down. Councillor Wilkinson had kindly agreed to deputise for him.

15. Date and Venue of Next Meeting

7.30pm Tuesday 12 January 2016 at the Jubilee Pavilion Compton Down.

M G Southgate
Chairman

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