



Compton and Shawford Parish Council

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Minutes of the Compton and Shawford Parish Council Meeting held at 7.30pm Tuesday 12 January 2016, Jubilee Pavilion, Compton Down.

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

In attendance: Five members of the public.

1. Apologies and Declarations of Interest

The council accepted apologies from Councillor M Goulding and offered its congratulations on the birth of his daughter. The council also accepted the apologies of County Councillor Bailey and District Councillor Warwick. Councillor Southgate declared an interest in that element of the 2016/17 budget which referred to Sparrowgrove and Oakwood Copse Conservation Trust (SOCCT).

2. Minutes

Councillor Southgate moved that the minutes of the meeting of 3 November 2015 were a true record.

Vote: Unanimous

3. Matters Arising and Outstanding Actions

Councillor Wilkinson reported that the Sports Club had agreed to remove ivy from the line of trees to the north of the pavilion. Councillor Southgate noted that the PCC had offered to fly the Cross of St George on the church flag pole on Armed Forces Day. All other outstanding actions had been completed or were on the agenda.

4. Police Report

The clerk advised that no report had been received.

5. District Councillors' Report

Councillor Southgate advised the council that new parking regulations had been introduced in Shawford and yellow lines painted on Pearson Lane and Shawford Road. He had been working closely with the owners of William's Garage, which had been badly damaged by fire, on their reconstruction plans. Councillor Stevens noted that Councillor Southgate had provided considerable support to the garage owners, who were extremely grateful for his efforts. It was agreed that nominations for the Mayor's Award should be submitted through the chairman. Councillors and members of the public should be encouraged to take this opportunity of recognising the efforts of those 'unsung heroes', who do much to enhance the lives of parishioners.

6. Chairman's Report

The chairman briefed the council on his recent discussions with members of the Sports and Lawn Tennis Clubs. The latter had accepted that there would be much resistance to a fourth tennis court located on the south west corner of the Memorial Playing Field (MPF). The two organisations would like to work with the council to consider the suitability and cost of alternative locations, primarily

on, or adjacent to, the pavilion car park. The aim was to present the council with detailed plans in time for its meeting on 1 March 2016.

The chairman noted that he had received a number of complaints about the impact of building work on the parish roads and verges. He had been concerned to discover that it was not possible to insist that damaged surfaces should be repaired/re-instated. Following consultation with Hampshire County Council (HCC), the authority for roads, and Winchester City Council (WCC), the planning authority, it was agreed that the following guidance would be included in future planning consents:

Please be respectful to your neighbours and the environment when carrying out your development. Ensure that the site is well organised, clean and tidy and that facilities, stored materials, vehicles and plant are located to minimise disruption. Please consider the impact on your neighbours by informing them of the works and minimising air, light and noise pollution and minimising the impact of deliveries, parking and working on public or private roads. Any damage to these areas should be remediated as soon as is practically possible.

*For further advice on this please refer the Construction Code of Practice
<http://www.ccscheme.org.uk/index.php/ccs-ltd/what-is-the-ccs/code-of-considerate-practice>.*

Finally, he advised the council that Network Rail will be working on the maintenance of the railway line between Eastleigh and Winchester during January and February. The work will affect Shawford for a few nights during this period and likely to be quite noisy. Those most affected should receive written notification of the dates the work will take place.

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

Concern was expressed about damaged verges in Crossway and the amount of logs/stones that had been placed on verges throughout the parish to discourage vehicles from driving or parking on such surfaces. It was noted that householders who placed such objects on the verges outside their homes might be liable for any accidents that occur as direct result of the obstructions. Concern was also expressed about the lack of notice being given to householders about road closures caused by work to repair/improve utilities and the potential expansion of the Sports Club car park towards houses in Shepherds Lane. Two councillors raised questions about the Lawn Tennis Club data on court bookings. The chairman suggested that these should be referred to the club's chairman.

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

7. Planning

Councillor Stevens presented her report. She advised the council that she had submitted comments on the retrospective application at Warner's Farm, where the application form for "wood store and processing site" was not properly completed and, if approved in its current form, left the applicant free to process any materials he chooses on a 24/7 basis. She was also concerned that the revised plans for the Smallwood site in Crossway did not address any of the issues that she had identified in her previous submission. She intended to submit further comments.

The council discussed the Shawford Village Residents' Association (SVRA) request to receive notification of Shawford planning applications. It agreed that the clerk should circulate the weekly list that he produces for the Planning Committee to those residents' associations that would like to receive it. It should, however carry the caveat that details of all planning applications within the WCC district can be found on the WCC planning web site:
<http://www.winchester.gov.uk/planning/planning-applications/>.

<p>Decision: Clerk to circulate the weekly planning lists to those residents' associations that wish to be advised of planning applications/decisions within their locations.</p>
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8. Highways

Councillor Cordery presented her report. On behalf of the council, she had submitted a response to the HCC consultation on further reductions in the hours of street lighting and percentage dimming; the frequency of verge cutting in urban and rural areas, and herbicide spraying of highways. She had also confirmed that she was content with the HCC Rights of Way cutting priorities for the parish footpaths in the coming year. Since the Lengthsman was scheduled to visit the parish in February, she requested suggestions from councillors for potential tasks for him to undertake.

9. Playing Fields Management

Councillor Wilkinson presented her report. She confirmed that, following a lengthy consultation process between councillors (mostly by email), the council had concluded that, since there was no guarantee that WCC would grant retrospective planning permission, the best option was to reduce the height of the QEII Field multi-play unit to within the council's delegated planning rights. Six councillors had supported this solution; one did not and two did not express an opinion. She had subsequently received an email indicating that the enforcement officer was content with the work that had been undertaken. The matter was now closed.

Councillor Wilkinson noted that the rope net on the Mini MPU at the QEII Field had been replaced and that a recent play inspection report had discovered a broken weld on similar equipment at the MPF. Remedial work was planned in the near future. The council decided that, until the weld was repaired, the equipment should be 'roped off'. Councillor Southgate agreed to take action the following morning.

Action: Councillor Southgate to 'rope off' the MPF MPU.

10. Footpaths and Environment

Following a request from the SVRA, the clerk had contacted the Hampshire and Isle Wight Wildlife Association to inquire why a gravel bar had been created in the Itchen Navigation close to the Bridge Hotel. He had been informed that "the gravel bar had been put in place to help control the flow to the Navigation in preparation for the operation of a hydropower scheme at Shawford Mill". Following discussion, the clerk agreed to obtain the contact details of the Friends of the Itchen Navigation.

Action: Clerk to obtain the contact details of the Friends of the Itchen Navigation.

11. Finance and Administration

Councillor Jeffrey presented her report. She moved that the council should approve the Financial Statement; note payments made since 3 November 2015 and agree to the appointment of John Murray as internal auditor for a fee of £270.

Vote: Unanimous

Councillor Jeffrey presented the budget for 2016/17, which contained a provision for a grant of £500 to SOCCT.

In his capacity as chairman of SOCCT, Councillor Southgate explained that the organisation was responsible for the management of around 25 acres of woodland, which, in the spring, was the home to many different flora, including a splendid bluebell display and, in summer, was home to many birds, insects and butterflies. He added that the woodland helped to create a green barrier between the parishes of Compton and Shawford and Otterbourne. Although SOCCT had managed to reduce its annual costs, income was limited and it would welcome financial support from the council. A request for financial support had also been made to Otterbourne Parish Council. The council subsequently agreed that SOCCT should receive a grant of £500 in the current financial year and that a similar sum should be included in the budget for 2016/17.

Decision: SOCCT to receive a grant of £500 in the current financial year and that a similar sum should be included in the budget for 2016/17.

Councillor Jeffrey moved that the council should approve the budget for 2016/17 of £32,832, which included a combined WCC precept and CTS grant of £27,170. [The combined precept and CTS grant figure has been maintained at this level since 2010/11.]

Vote: For 7 Against 0

[Because of his involvement with SOCCT, Councillor Southgate did not participate in the vote.]

Decision: The council agreed a budget of £32,832 for the financial year 2016/17.

Following the vote, Councillor Jeffrey moved that, in order to meet increasing cost of maintaining and replacing play equipment, the General Maintenance Sinking Fund should be increased from £5000 to £10,000 and renamed the General Maintenance and Play Area Sinking Fund.

Vote: Unanimous

Decision: The General Maintenance Sinking Fund to be increased to £10,000 and be renamed the General Maintenance and Play Area Sinking Fund.

12. Web Site

Councillor Walmsley presented his report. Since HCC had given notice that it will not provide web hosting services beyond 31 July 2016, he had investigated the various alternatives and concluded that:

1. The council should appoint SiteGround as its web hosting provider.
2. Change its website address to <http://comptonshawford-pc.gov.uk>.
3. Use a Secure Sockets Layer (SSL) certificate to provide authentication of the council's site to give visitors confidence that they are visiting a bona fide site and not a spoof site.
4. Approve the timetable outlined in his report which will have the new site up and running on 1 March 2016.

The cost of the above, in the first two years of operation, should be £368.40 compared to the service provided by HCC of £608. In the second two years the cost should be £423.80.

Councillor Walmsley moved that the council should adopt all of the above.

Vote: Unanimous

Following the vote, Councillor Southgate thanked Councillor Walmsley for his excellent work on this issue. All agreed.

Decision: SiteGround to be appointed as the council's website provider from 12 February 2016.

13. CASCA

The council discussed a query from the chairman of CASCA about whether the village hall should be subjected to a full fire assessment. Since the clerk had advised that one had been undertaken by Salvus in 2007, it agreed that he should provide CASCA chairman with the company's contact details.

Action: Clerk to provide CASCA with the contact details of Salvus.

14. The Queen's Ninetieth Birthday

Councillor Stevens agreed to investigate whether it was possible to use the beacon, provided by HCC for The Queen's Diamond Jubilee, for the nationwide beacon lighting being organised to commemorate her ninetieth birthday on 21 April 2016.

15. Date and Venue of Next Meeting

7.30pm Tuesday 1 March 2016 in the Compton Room, Shawford Parish Hall.

M G Southgate
Chairman

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