



Compton and Shawford Parish Council

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Minutes of the Compton and Shawford Parish Council Meeting held at 7.30pm Tuesday 5 July 2016, Compton Room, Shawford Parish Hall.

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

In attendance: County Councillor P Bailey.

1. Apologies and Declarations of Interest

The council accepted apologies from Councillors M Bell, N Sadler, M Townell, R Webster and District Councillors E Bell, B Lamming, J Warwick. Councillor Stevens declared an interest in two planning applications in Cliff Way, Compton Down (one of which was her own residence).

2. Minutes

Councillor Wilkinson moved that the minutes of the meeting of 10 May 2016 were a true record.

Vote: Unanimous

All matters arising were on the agenda for the current meeting.

3. Councillor Portfolios

The council discussed councillor portfolios and agreed that, since portfolio holders should be able to seek assistance from all members of the council, as and when required, there was no need to appoint deputies. It was agreed that 'All Saints' should be inserted before 'School Governor' and 'School Liaison'. The chairman confirmed that Mark Jenkins had agreed to liaise with Shepherds Down School on behalf of the council. [A full list of appointments is attached to these minutes.]

4. County and District Councillors' Reports

County Councillor Bailey advised the council that, as a result of cost cutting proposals, Hampshire County Council (HCC)'s future traffic management policy is to concentrate on those areas where KSI (killed seriously injured) incidents have occurred. Community led initiatives (e.g. traffic calming measures, such as road humps, lower speed limits, pedestrian crossings etc.) can only proceed where the parish or district is prepared to pay for them. A new patching machine, which is operated by a single person, is being trialled across the county to tackle potholes and edge defects. (Over a thousand potholes were repaired in May 2016.)

In response to questions from the council, Councillor Bailey agreed to speak to officials about the lack of progress on the proposed cycle route through Compton and Otterbourne and advised that a decision, following the review of Adult Services, would be taken in October. He also agreed to ask officials from where 'surplus stock' could be collected as a result of mobile library closures.

The chairman noted, from District Councillor Warwick's report, that the Church Commissioners for England had contacted Winchester City Council and local councillors to inform them that they had instructed Deloitte Real Estate to undertake early stage engagement, with key stakeholders, in relation to land at Bushfield Camp. The council agreed that it should argue that all parish councils with an interest in the site should be included in the consultation. The council also noted that the

WCC highways engineer was considering the possibility of extending the time-restricted parking bays outside Shawford's hairdressing salon and the Sacher & Strudel café. The Shawford Village Residents' Association is consulting its members on whether three additional bays, towards the railway bridge, would be acceptable to all.

Action: Councillor Southgate to contact DC Warwick to ensure that parish councils are included in the Deloitte Real Estate 'engagement' on Bushfield Camp.

5. All Saints School Report

The council noted Charlotte Bailey's report. Councillor Stevens wondered whether there would be an opportunity to discuss the report with Mrs Bailey. The chairman advised her that Mrs Bailey had offered to meet the council and, if it so desired, he would ask her to attend the September meeting. Prior to any such meeting the chairman asked Councillor Stevens to produce a short note outlining any concerns.

6. Playing Fields Management

Councillor Wilkinson presented her report. The council agreed to the purchase of new 'dog fouling' signs for the Memorial Playing Fields: these would emphasise the anti-social impact of dog fouling on the playing field and that dogs are prohibited within the play area. The council also agreed that, since the wooden fence had, once again, been damaged by people/children using the football pitch, Councillor Wilkinson should obtain quotes for the installation of additional fencing behind the east goal of the QEII Field.

The council noted that Councillor Wilkinson was in discussions with WCC and District Councillor (DC) Jan Warwick about replacing the red dog bins with green dual purpose bins at Field Way (viz. those adjacent to the tennis courts and the play area car park).

In response to a question from Councillor Jordan about the recent extension to the pavilion car park, the chairman noted that the Sports Club had accepted that trees had been felled without prior permission from the council. He had informed the Sports Club chairman that no further work on trees/saplings in the vicinity of the MPF should be undertaken, without written/email permission from the council.

Action: Councillor Wilkinson to obtain quotes for additional fencing at the QEII Field.

7. Footpaths & Environment

The council noted that Councillor Wilkinson was in discussion with BT representatives about repairs to the telephone kiosk opposite the Bridge Hotel. It was agreed that she could advise BT that, once repaired, the council would consider taking over the responsibility for the future maintenance of the kiosk. (The telephone equipment to be removed by BT.)

The council also noted that the Tudor Wall information board would be erected at 0930 on Monday 11 July 2016. Councillors and members of the public would be welcome. Mr Wilkinson's efforts in securing the information board and repairs to the Tudor Wall were also recognised.

8. Highways

The council noted, in Councillor Bell's report, that Compton and Shawford Preschool had requested assistance in providing advertising signage. Councillor Bell had discovered that such action would probably require the consent of the Highways Agency (which was unlikely to be granted) and/or require planning consent. He had informed the Preschool accordingly.

9. Planning

Councillor Stevens presented her report. She had attended the WCC Planning Committee meeting on 30 June 2016, where, together with DC Warwick and three local residents, she had objected to the proposed developments at Smallwood and Southgate. The Planning Committee had agreed to visit the Smallwood site on 14 July 2016 but, regrettably, the Southgate development had been approved. Councillor Stevens added that she had serious concerns about the way these developments had been handled by planning officers and was considering submitting a formal complaint on behalf of the council. Following discussion, it was agreed that the council had no objections to Councillor Stevens submitting a personal letter of complaint but, reservations were expressed about one being issued on behalf of the council, councillors should be consulted on the proposed draft, which should be evidence based.

The council considered a suggestion from Councillor Stevens that it should produce a policy document on future housing development within the parish. It was agreed that this should be a topic for discussion when more councillors were present.

10. Community Infrastructure Levy (CIL)

The council noted Councillor Jordan's report on the viability of the project to upgrade the Reeves Scout Hall and Councillor Goulding's papers on CIL. It also noted that:

"CIL is a levy that local authorities can choose to charge on new developments in their area. The money should be used to support development by funding infrastructure that the council, local community and neighbourhood want."

It was agreed that organisations within the parish should be advised about the possibility of acquiring funding through CIL. Applications for funding should be supported by documentation detailing the purpose for which the 'grant' will be used and its benefit to the community. In association with Councillors Jordan and Townell, Councillor Goulding agreed to produce a detailed plan for processing CIL applications and ensuring fiscal probity by 31 July 2016.

Action: Councillor Goulding to produce a detailed plan for processing CIL applications and ensuring fiscal probity by 31 July 2016.
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11. Finance and Administration

The council approved the financial statement and noted the list of payments made since 10 May 2016.

The council noted that the Internal Auditor [John Murray]'s letter of 19 May 2016 had stated that he had no matters that he wished to bring to the council's attention.

Councillor Goulding advised the council that he had provided the clerk with a formal letter offering him participation in a workplace pension. [The letter had been based on a template produced by the Pensions Regulator.] The clerk had subsequently declined the offer in a letter of 5 July 2016.

12. Web Site

The council noted that, after many weeks of redirects, people were still using the clerk's old email address. Since silent rerouting was no longer available, they would now receive a message advising them to use the new email address i.e. clerk@comptonshawford-pc.gov.uk.

13. Date and Venue of Next Meeting

7.30pm Tuesday 6 September 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.

Compton & Shawford Parish Council 2016/17: Councillor Portfolios

Portfolio	Holder	Responsibilities
Finance & Administration	Mike Goulding	Budget and precept. Clerk's terms and conditions of service. Insurance. Governance documents: Standing orders and financial regulations. Sports Club and Tennis Club leases. Community Infrastructure Levy.
Playing Fields, Play Area Management & Environment	Myra Wilkinson	Maintenance and improvement of playing fields, play equipment, trees and plants, pitches etc. Bus shelter and park bench maintenance. Parish Lengthsman.
Planning	Una Stevens	Council planning policy. Monitor planning applications. Advise WCC planners of PC objections, as appropriate. Reassess LDF, VDS and PP, value of a Neighbourhood Plan. Monitor changes in WCC & HCC planning policy.
Highways	Martin Bell	Road signs, pavement and road repairs. Street lighting. Pedestrian safety, speed limits, parking, on road cycling, road side benches.
Public Transport	Mike Southgate	Public transport services including bus, rail and aircraft noise.
Web Management	Richard Webster	Web site policy.
Footpaths (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.

Outside Agencies

All Saints School Governor	Charlotte Bailey	CASCA Liaison	Myra Wilkinson
School Liaison	tba	Sports Club Liaison	Myra Wilkinson
Winchester Villages Trust	Sue Down	Shepherds Down School Liaison	Mark Jenkins
SOCCT	Mike Goulding	Police Liaison	Mike Southgate
Webmaster	Adrian Walmsley	Tree Warden	Naomi Sadler
Winchester District Association of Parish Councils	tba		