



## Compton and Shawford Parish Council

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### **Minutes of the Compton and Shawford Parish Council Meeting held at 7.30pm Tuesday 1 November 2016, Compton Room, Shawford Parish Hall.**

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

In attendance: District Councillor E Bell (from 8.30) and three members of the public (until 8.15).

#### **1. Apologies and Declarations of Interest**

The council accepted apologies from Councillor M Goulding, District Councillors J Warwick and B Lamming. Councillor Southgate declared a potential declaration of interest with planning applications in Southdown.

#### **2. Minutes**

The minutes of the meeting of 6 September 2016 had been circulated, together with the agenda. Since no amendments had been proposed, they were taken as read.

All matters arising/outstanding actions had been completed or were on the agenda for the current meeting.

#### **3. County and District Councillors' Reports**

The council noted the report submitted by District Councillors Bell, Laming and Warwick.

Mr Walmsley was invited to present his report, which had been commissioned by District Councillor Warwick, on the Boundary Commission's proposal that the parishes of Compton and Shawford, Otterbourne, Hursley, Twyford and Colden Common, should be included in the constituency of Test Valley. The proposal was being made in order to comply with the Parliamentary Voting System and Constituency Act 2011, which stipulates that every constituency electorate size must be within 5% of the UK Electoral quota of 74,769.

The chairman reported that he had attended a meeting of the three district councillors and the chairs of the five parish councils, within the Badger Farm and Oliver's Battery ward, to discuss the proposals. There had been general agreement that all the parishes within the ward would like to remain within the constituency of Winchester. [Twyford and Colden Common are in a separate ward.] Mr Walmsley noted that this would not be possible, without major changes to the Boundary Commission's proposals, because the Winchester electorate would exceed the upper limit permitted by the legislation (78,507). However, the Commission might accept a lone request from Compton and Shawford to remain within the constituency of Winchester, since the addition of 1,340 electors from the parish could be accommodated within that limit.

Following a long and detailed discussion the council agreed on the following motion:

*The parish of Compton and Shawford has close and long standing ties with the city of Winchester. Consequently, the Parish Council would prefer to remain within the constituency of Winchester, ideally, together with its neighbouring parishes of Otterbourne and Hursley.*

The chairman agreed to write to the Boundary Commission, enclosing supporting documentation provided by Mr Walmsley, who, as a parish councillor, had produced a successful paper in support of the Parish Council's suggestions for the re-organised Winchester City Council wards. The letter to be circulated to all councillors before dispatch.

**Action:** Chairman to write to the Boundary Commission by 5 December 2016 [the deadline for comment] to convey the view of the Parish Council on the proposed changes to the parliamentary constituencies.

The council noted that the Church Commissioners had recently held an initial meeting with senior officers in Winchester City Council (WCC), with a view to considering development options for Bushfield Camp. District Councillors have agreed to keep the council informed of any proposed developments on the site.

#### 4. Casual Vacancy

The chairman noted that, following the last meeting, Naomi Sadler had resigned from the council. He had thanked her for her considerable efforts on behalf of the parish. Councillor Townell advised the council that he too would be resigning from the council at the end of the meeting. The chairman thanked him for his work on behalf of the parish. The clerk was instructed to inform WCC of both resignations and to post notices indicating that there were two vacancies on the council. The deadline for nominations would be extended into December to allow for a notice to be included in the next edition of the parish magazine.

**Action:** Clerk to advise WCC of councillor resignations and to post vacancy notices.

#### 5. Community Infrastructure Levy (CIL)

The council noted Councillor Goulding's report.

Following discussion, the council agreed, in principle, to make a grant of £5000 towards the refurbishment of the Reeves Scout Hall, subject to satisfactory assurances from the trustees about the length of the lease with Winchester City Council and confirmation that the facility will continue to be made available for reasonable public use. The grant to be funded from CIL funds. Councillor Jordan agreed to convey this message to the trustees of the Reeves Scout Hall and to seek the relevant assurances.

**Action:** Councillor Jordan to inform the Reeves Scout Hall trustees about the council's decision to award a grant of £5000, subject to certain assurances.

#### 6. Playing Fields Management

Councillor Wilkinson presented her report. She had received two quotations for the installation of additional fencing behind the QE II Field east goal. She moved that the council should accept the lower quotation, received from Vita Play, of £1,112.

**Vote:** Unanimous

Councillor Wilkinson advised the council that both QEII Field goal mouths needed revitalising and that she would be seeking quotes for replacing the AstroTurf. She noted that the QEII Field had been used, during half term, for coaching sessions provided by Arsenal FC and WCC football coaches. 200 children had benefitted from the coaching sessions.

The council noted that the Play Inspection Company had completed an extensive survey of the council's play equipment. All items of equipment had been rated either 'low' or 'very low' risk.

The council noted that Councillor Wilkinson, accompanied by the clerk, had undertaken the annual inspection of the Jubilee Pavilion on 28 September 2016.

The council agreed to a request from the Sports Club that it should be allowed to install an extractor fan in the kitchen area and to raise the grass bank to the level of the patio slabs, which would then enable the club to remove the balustrade on the west side of the patio. [The council has received assurances that, for health and safety reasons, the balustrade on the south side of the patio will not be removed.]

Following discussion on the replacement of the broken pavilion water fountain, Councillor Wilkinson moved that a quotation of £466 should be accepted.

**Vote:** For 4 Against 2 Abstain 1

**Decision:** Pavilion water fountain to be replaced at a cost of £466.

The council noted the comment about the need to improve the drainage around the car park and agreed that two dead trees, around the perimeter of the Memorial Playing Field (MPF), should be replaced.

The council also agreed that a pest control company should be invited to consider options for reducing the rabbit problem on the MPF but that 'lamping' should not be one of those options.

The council noted that the grass cutting contract for the MPF and QEII Field would expire in November. It agreed the proposed tender document for a new three-year contract, starting in March 2017.

## **7. Finance and Administration**

The council noted Councillor Goulding's report.

The council approved the financial statement and noted the payments made since 6 September 2016.

The council noted that the clerk had produced a draft budget for the financial year 2017/18, which did not require an increase in the current WCC funding of £27,170. It also noted Councillor Goulding's request that any material comments on the draft budget should be forwarded to him by 1 December 2016. A final decision on the budget for 2017/18 will need to be taken at the meeting on 10 January 2017.

## **8. Annual Parish Meeting (APM)**

The council noted that Councillor Goulding had indicated that he was content for another councillor to take the lead on the future format and timing of the APM. Following a short discussion, during which the clerk advised that the APM could be held between 1 March and 1 June each year, Councillor Bell agreed to produce suggestions for discussion at the meeting on 10 January 2017.

**Action:** Councillor Bell to produce suggestions on the future format and timing of the APM by 10 January 2017.

## **9. Footpaths**

The council noted that the Lengthsman had trimmed the hedges around the school and the perimeter of the MPF.

## **10. Highways**

The council noted Councillor Bell's report.

An insurance claim was being compiled to recover some of the cost of repairing the vandalised bus shelter on the Otterbourne Road, adjacent to the junction with Shawford Road. (The policy excess is £250.) The deadline for the claim to be submitted is 20 November 2016 i.e. within 30 days of the incident.

The council agreed that Councillor Bell could investigate the practicality and cost of installing a bench close to the layby bus stop on Otterbourne Road, opposite, and up from, the garden centre.

## **11. Planning**

Councillor Stevens presented her report.

She noted that a member of the public had expressed concern about the Parish Council's inability to control the activities of contractors in Fairfield Road. Once he realised that this was a matter for the District Council (WCC), he had left.

She was disappointed that the Compton Village Association (CVA) had not raised any concerns about the potential development at Parsonage Barn until 36 hours before the deadline for comment, even though she had instructed the clerk to forward details of the application to the CVA's secretary as

soon as it had been received on 20 September 2016. She confirmed that she had raised an objection to the proposed development at Southgate.

#### **12. Remembrance Sunday**

The clerk noted that the Shawford Down War Memorial has been included in a list of special, architectural or interest compiled by the Secretary of State for Culture Media and Sport under section 1 of the Planning (Listed Buildings and Conservation Areas) Act 1900. The listing took place on 14 September 2016. [The Wayside Cross was not included in the listing.]

The chairman confirmed that Councillor Wilkinson would attend the memorial services at the Wayside Cross and Shawford Down Memorial on Sunday 13 November 2016. The council acknowledged the amount of work that had been undertaken by the two scout leaders, Terenia and Robert James, in preparing for the service.

#### **13. Parish Website**

Councillor Webster confirmed that, at the Hampshire Association of Local Councils AGM, the webmaster, Adrian Walmsley, had received an award, on behalf of the council, for the best parish website. [The chairman had earlier congratulated Mr Walmsley on the award.] The council agreed that, in addition to Councillor Goulding and Naomi Sadler, other content authors should be considered for the council's Facebook pages. Councillor Webster confirmed that he was responsible for ensuring that messages relating to council activities were seen by him before publication on the website.

#### **14. CASCA**

Councillor Wilkinson confirmed that the CASCA AGM would be held on 10 November 2016.

#### **14. Date and Venue of Next Meeting**

7.30pm Tuesday 10 January 2017 in the Reeves Scout Hall, Compton.

M G Southgate  
Chairman

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