



Compton and Shawford Parish Council

PO Box 565, Winchester,
Hampshire SO23 3HG
Telephone: 01962 600198
email: clerk@comptonshawford-pc.gov.uk

Minutes of the Compton and Shawford Parish Council meeting held at 7.30pm Tuesday 7 March 2017, Compton Room, Shawford Parish Hall.

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

In attendance: County Councillor P Bailey (8.15 - 8.30), District Councillor E Bell, (from 8.45) and 3 members of the public (J Brant, J Lockett and F Strange).

1. Apologies and Declarations of Interest

The council accepted apologies from Councillor M Goulding and District Councillors J Warwick and B Laming. Councillor Southgate declared an interest in the request for a council grant for the Sparrowgrove and Oakwood Copse Conservation Trust (SOCCT) and as chair of the Shawford Rail Users Group.

2. Minutes

The minutes of the meeting of 10 January 2017 had been circulated, together with the agenda. Since no amendments had been proposed prior to the meeting, they were taken as read.

3. Matters Arising and Outstanding Actions

The chairman noted that Councillor Stevens had resigned on 17 January 2017, which he had acknowledged. He wanted to record the parish and council's thanks for her service to the community over the past nine years, of which four had been as chairman. He added that her drive and commitment had ensured that The Queen's Diamond Jubilee celebrations in 2012 had been a great success.

The chairman noted that the council's two nominations for the Mayor's Award, Robert and Terenia James had been successful. They would receive their awards on 29 March 2017. Councillor Wilkinson will represent the council and Mrs Stevens will also be in attendance.

The chairman advised the council that the clerk had written to Winchester City Council's senior legal adviser, expressing concern about the requirement to publish the register of interests on the city and parish websites. The response had been disappointing: the legal adviser stating that he had no choice but to abide by the letter of the law. The chairman recommended that the council should write to Steve Brine MP, seeking a view from the Secretary of State for the Communities and Local Government. There were no dissenters.

All other outstanding actions had either been completed or were on the agenda for the current meeting.

| |
|---|
| Action: Chairman/clerk to write a letter to Steve Brine MP expressing concern about the legal requirement to publish the register of interests online. |
|---|

4. Casual Vacancies

The council noted that Joanna Lockett, Frances Strange and Jonathan Brant had volunteered to fill the three vacant positions on the council. The chairman thanked them for volunteering and moved that all three should be co-opted onto the council.

Vote: Unanimous

The chairman invited Councillors, Lockett, Strange and Brant to join the meeting. Before doing so all three signed their individual declaration of acceptance of office forms, in the presence of the clerk.

5. Finance and Administration

The clerk advised that the council was heading for a surplus of around £5000 in the current financial year. This was due to the receipt of Community Infrastructure Levy (CIL) funds, of which £5,277.46 had still to be allocated. But there were two items on the agenda for which funding of almost £9000 had not been budgeted, in either the current or coming financial year. CIL funds might be required for one and the General Maintenance and Play Equipment (GM&PE) sinking fund for the other. Three projects, for which planning permissions are expected/have been obtained, could generate additional CIL funds of around £18,000, once implementation begins, but it would be imprudent to allocate those funds, prior to receipt.

The chairman moved that the council approve the financial statement dated 28 February 2017.

Vote: Unanimous

The council noted the list of payments made since 10 January 2017 and approved the Key Risks document and Asset Register.

The chairman moved that John Murray be appointed as the Internal Auditor for the coming year at a fee of £275.

Vote: Unanimous

The chairman noted that the Parish of Compton Parochial Church Council (PCC) had made a request for a grant of £450 'to assist with the maintenance of the churchyard and for the facility of regular reporting in the church magazine'. The clerk advised that this sum had been included in the budget for 2016/17 and was annual request. Following a short discussion, during which Councillor Wilkinson declared that she was a member of the PCC, the chairman moved that the council award the PCC a grant of £450.

Vote: Unanimous

The chairman, in his capacity as chair of SOCCT, outlined the difficulties the organisation was encountering maintaining Sparrowgrove and Oakwood copse. The organisation had recently updated its 'at risk' list of trees in Sparrowgrove and faces a bill of, at least, £7000. Otterbourne Parish Council had generously provided a grant and he hoped that Compton & Shawford Parish Council would follow suit. To enable the council to discuss his request, Councillor Southgate left the room.

The clerk confirmed that a provision for a grant of £500 for SOCCT had been included in the budget for the current financial year. Councillor Jordan advised that, having walked the copse with Councillor Southgate, it was necessary to keep it safe for the public to enjoy. A five-year maintenance plan should be considered. Following discussion, Councillor Bell moved that the council should provide SOCCT with a grant of £500.

Vote: Unanimous

Following the vote, Councillor Southgate returned and resumed the role of chairman.

| |
|---|
| Decisions: Grants of £450 and £500 be awarded to the PCC and SOCCT respectively. |
|---|

The council discussed the current frequency of meetings and agreed that, since there was a provision under standing orders to call an additional meeting at any time, there was no need to increase the current frequency. Nevertheless, it was agreed that it would be useful for councillors to meet, from time to time, on an informal basis. Councillor Goulding had organised such a meeting in December and it would be useful if he could arrange a similar event in April, at which councillors could consider future appointments, including those of chairman and vice-chairman.

Action: Councillor Goulding to arrange an informal meeting of councillors in April.

6. Playing Fields Management

Councillor Wilkinson advised the council that she had received three quotations for the replacement of AstroTurf around the goal mouths at the QEII Field. She recommended that the council accept the lowest tender of £4100 submitted by Greenspan, a company that had provided good service to the council in the past. In the subsequent discussion it was agreed that, since the current AstroTurf had only lasted for five years, Councillor Wilkinson should check on the warranty provided by Greenspan. It was also agreed that the cost should be debited to the 2017/18 playing fields budget. Should that sub-head become overspent, then funds would need to be transferred from the GM&PE sinking fund. Councillor Wilkinson subsequently moved that the Greenspan quotation of £4100 should be accepted.

Vote: Unanimous

Councillor Wilkinson advised that she had received five quotations for the project to re-stain the pavilion and maintenance shed. That provided by Mike Fyall Design & Company of £2229 was well below the average of around £3500 but he was well respected in the community and had provided a similar service to the council in 2013, when his quote was also well below that of his competitors. She moved that the council accept the quotation of £2229 submitted by Mike Fyall Design & Co.

Vote: Unanimous

Councillor Wilkinson confirmed that the three-year grass cutting contract with Grass & Grounds Ltd had been signed and that the first cut was scheduled for mid-March. She had also purchased a slate plaque at a cost of £110.70 (+VAT) to identify the oak tree planted during The Queen's Diamond Jubilee celebrations.

Decisions: QEII Field AstroTurf contract to be awarded to Greenspan Projects and that for the pavilion and maintenance shed to be awarded to Mike Fyall Design & Company.

7. Footpaths and Environment

Councillor Wilkinson reported that the lengthsman had visited the parish in February and had done an excellent job of clearing the downs footpath. CSPC would be hosting a meeting on the future operation of the lengthsman project in Shawford parish hall on 30 March 2017.

8. Highways and Public Transport

Councillor Bell reported on his meeting with the relatives of a walker who had died following injuries sustained on one of the parish footpaths. The relatives had offered to refurbish the bench near Field Way and to add a memorial plaque. The council agreed to the proposal but asked Councillor Bell to consult Hampshire County Council Rights of Way to see if a death, on one of the parish footpaths, had any implications for the parish council.

Action: Councillor Bell to consult HCC RoW to see whether the death of a walker on a parish footpath had any implications for the parish council.

The council noted that there had been a road traffic accident on Shawford Road, Twyford, and that District Councillor Jan Warwick was progressing the request for white lines to be painted on Hurdle Way, next to the junction with Otterbourne Road. Councillor Brant thought that there was need for a meaningful debate within the parish on parking problems in Shawford village. The chairman

added that discussions had taken place with Winchester City Council, the Shawford Village Residents' Association and representatives of the rail users group but progress on this issue would be best left until after the South West rail franchise had been awarded. The successful company might then be more inclined to enter into discussions about the provision of more parking places in the vicinity of the station.

9. BT Telephone Boxes

The council discussed Councillor Webster's proposals to purchase the BT kiosks in Shawford and Compton villages. The chairman expressed concern that, if purchased by the PC, no assurances had been received from the two residents' associations that they would accept responsibility for the future maintenance of the kiosks. It was agreed that:

- i) The council should commence the process of purchasing the BT telephone kiosks in Compton and Shawford villages;
- ii) The council should investigate the possibility of obtaining lottery funding to purchase two defibrillators and associated equipment from the Community Heartbeat Trust (CHT), at a total cost of £4847;
- iii) The council should establish a formal working party, including members of the Compton and Shawford village residents' associations, to produce proposals for the future maintenance of the two telephone kiosks.

Councillor Webster agreed to lead the project, assisted by the clerk where necessary.

Action: Councillor Webster to progress the purchase of the BT kiosks and to produce proposals for their future maintenance.

10. Planning

Councillor Jordan reported that he had attended a recent presentation on Neighbourhood Plans. Following discussion, it was agreed that Councillors Jordan and Bell would produce a note, to be discussed at the next council meeting in May, on whether it would be in the council's interest to produce such a plan.

Councillor Jordan briefed the council on the proposed amendment to the Southgate development for one of the dwellings to be changed from detached to semi-detached. He understood that the proposal would be referred to the WCC Planning Committee. He agreed to attend that meeting.

Action: Councillors Jordan and Bell to produce a note on whether it is in the council's interest to produce a neighbourhood plan.

11. Annual Parish meeting (APM)

The council discussed the date and arrangements for the Annual Parish Meeting. It was agreed that Councillor Bell would produce a 'flyer' describing the council's activities (both in the past year and going forward), to which all portfolio holders would make contributions. He would produce a timetable for the production and distribution of the flyer, which should take place in early May, since the preferred date for the APM was Thursday 18 May 2017.

13. Date and Venue of Next Meeting

7.30pm Tuesday 2 May 2017 in the Compton Room, Shawford Parish Hall.

Chairman

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