



## Compton and Shawford Parish Council

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### Minutes of the Compton and Shawford Annual Parish Council meeting held at 7.30pm Tuesday 11 July 2017, Compton Room, Shawford Parish Hall.

Present: Councillors M Goulding, M Bell, R Jordan, J Lockett, F Strange, M Wilkinson and Mr D Drake (Clerk).

In attendance: District Councillor B Laming and 2 members of the public (Kerrin Qualters and Mark Jenkins), County & District Councillor J Warwick (from 7.45pm).

#### 1. Apologies and Declarations of Interest

The Council accepted apologies from Councillors Brant, Southgate and Webster. There were no declarations of interest.

#### 2. Minutes

The minutes of the meeting of 2 May 2017 had been circulated, together with the agenda. Since no amendments had been proposed prior to the meeting, they were taken as read. The chairman duly signed the minutes as a true and accurate record.

#### 3. Matters Arising and Outstanding Actions

Councillor Wilkinson confirmed that she was still considering the best way of producing a register of play area inspections. Councillor Jordan reported that he was working closely with Jan Warwick and local residents, with regard to the retrospective planning application for the Biomass plant at Four Dell Farm. All other outstanding actions had either been completed or were on the agenda for the current meeting.

#### 4. District Councillors' Report

District Councillor Laming presented the District Councillors joint report, which provided a briefing on the temporary closure of the Winchester bus station, the redevelopment of central Winchester and the Winchester Sports & Leisure Park. He noted that the City Council had approved the draft Gypsy and Traveller Site Allocations Development Plan Document (DPD), which will allocate the sites necessary to meet identified traveller needs. Although none of the proposed sites are within the parish, he encouraged the council to participate in the public consultation. Councillor Jordan agreed to respond on behalf of the council.

<b>Action:</b> Councillor Jordan to respond to the Gypsy DPD consultation on behalf of the council.
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#### 5. Public Session

Mr Qualters briefed the council on Sparrowgrove and Oakwood Copse Conservation Trust (SOCCT)'s current programme to prune/remove those trees considered to be high risk. He hoped the council would consider favourably the Trust's request for a grant to continue with the programme. He emphasised that the grant should be considered as a single entity. He did not envisage any further requests for a grant of this size in the foreseeable future. Nevertheless, SOCCT did appreciate the grant of £500 that it had received in recent years and he hoped that this would continue. Mr Jenkins noted that because of its policy of not providing charitable donations to organisations outside the parish, the council had not provided a grant to the Citizens Advice Bureau in recent years. He would be writing to the council, seeking a review of this policy.

The Chairman thanked Mr Jenkins and Councillor Jordan for their efforts in resolving the car parking problems connected with the Shepherd's Down School 'Fun Day', which he had attended. The event had been a great success. Mr Jenkins noted that £2100 had been raised on the day and that a golf event, also held in June, had raised £4500.

## 6. County Councillor's Report

County Councillor Warwick presented her report. The County Council is facing a financial challenge, with a budget gap of £140 million to close by 2019/20. The Council's finances remain under intense pressure as demand continues to grow and it would welcome residents' views on decisions for balancing the budget. A survey has been launched and parishes are invited to respond:

<https://www.hants.gov.uk/news/jul03balancingbudget>

The chairman agreed to respond on behalf of the council but this did not preclude individual councillors and residents completing the survey in their own right.

Councillor Warwick advised that a site meeting would be taking place on 12 July 2017 to consider the environmental aspects of the Biomass plant at Four Dell Farm. This is part of the Winchester City Council environmental monitoring programme. The retrospective planning application would be considered by HCC's Planning Committee in September.

<b>Action:</b> Chairman to complete the HCC budget survey on behalf of the council.
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## 7. BT Kiosks

The chairman presented Councillor Webster's report. He proposed, seconded by Councillor Strange, that the council should proceed with the purchase of the two BT kiosks, using the contract provided by BT.

**Vote:** Unanimous

Once purchased, it was agreed that the council will retain ownership of the phone boxes, which will be placed on the council's insurance.

The chairman noted that Councillor Webster was close to completing an application for lottery funding to enable the council to purchase two defibrillators and associated equipment. If successful, the equipment will be installed in the two kiosks.

<b>Decision:</b> The council to proceed with the purchase of the two BT telephone kiosks.
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## 8. Community Infrastructure Levy (CIL)

The council considered Councillor Jordan's proposals for the handling of applications for CIL funding. Councillor Jordan proposed, seconded by Councillor Goulding, that the following criteria should be added to the paper that was produced last year i.e. that the project:

- i) Should be of benefit to the parish;
- ii) Be sustainable;
- iii) Applicants will be expected to raise funds (Matched Funding).

**Vote:** Unanimous

The council considered the request from SOCCT for a grant. Given the assurances that had been received from Mr Qualters, Councillor Jordan proposed, seconded by Councillor Strange, that the council should provide SOCCT with a CIL grant of £3325.

**Vote:** Unanimous

The council considered a request from the Sports Club for a grant of £1300 (50%), towards the cost of improving the drainage at the Memorial Playing Field car park. It was noted that the car park was used by people other than members of the Sports Club. With this in mind, the chairman suggested that it would be appropriate for 50% of the grant to be provided by CIL and 50% from the pavilion budget.

Councillor Jordan proposed, seconded by Councillor Wilkinson, that the council should provide the Sports Club with a grant of £1300 (£650 from CIL and £650 from the pavilion budget).

**Vote:** Unanimous

<b>Decision:</b> To provide SOCCT with a CIL grant of £3325 and the Sports Club with a grant of £1300 (£650 CIL and £650 pavilion budget).
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## 9. Highways and Public Transport

Councillor Bell presented his report. He briefed the council on his meeting with representatives of the new rail franchisee, First Group, about the possibility of the company providing additional car parking at Shawford station. He had been assured that the company would be looking at various options. He would keep councillors, and all interested parties, informed of developments. It was agreed that, while all councillors should be open to approaches from parishioners about parking in Shawford, Councillor Bell should be regarded as the council's primary point of contact.

## 10. Planning

The council noted Councillor Jordan's helpful comments on the planning summary of applications and decisions over the past two months. After a short discussion, it was agreed that, at the APM, Steve Opacic, Strategic Planning Officer (part-time) had made a compelling argument for not proceeding with a Neighbourhood Plan. It was agreed that Councillors Jordan and Bell would consider ways in which the Village Design Statement (VDS) could be updated, since this document could help to influence the design of future developments within the parish.

<b>Action:</b> Councillors Jordan and Bell to consider ways in which the VDS can be updated.
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## 11. Playing Fields Management

Councillor Wilkinson presented her report. The council noted that the cost of installing the AstroTurf would need to be met from the General & Play Equipment Maintenance sinking fund. It was agreed that Councillors Wilkinson and Webster, supported by the clerk, should give serious consideration to the size of the sinking fund, when producing the council's draft budget for 2018/19. If necessary, the precept could be raised to meet any increase in the size of the fund.

The council noted that Councillor Wilkinson had asked Vita Play to respond to the minor problems outlined in the June quarterly play equipment inspection report.

<b>Action:</b> Councillors Wilkinson and Webster to give serious consideration to the size of the GPEM sinking fund, when compiling the council's budget for 2018/19.
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## 12. Footpaths and Environment

The council noted that the Lengthsman was due to visit the parish on 9 August. Councillor Wilkinson invited suggestions for work that could be undertaken during his visit. Suggestions included trimming the vegetation alongside the footpath between Southdown and Shawford Roads and removing the weeds along the footpath from the Park and Ride to Shawford Road. The latter also needed mud removing, where it had slipped from the adjacent bank.

### 13. Finance and Administration

The chairman proposed, seconded by Councillor Bell, that the council should approve the financial statement dated 30 June 2017.

**Vote:** Unanimous

The council noted the payments made since 2 May 2017, the Internal Auditor's report of 10 May 2017 and that the clerk had received copies of insurance documents, from CASCA and the Sports Club, relating to the village hall and jubilee pavilion. The chairman noted that the clerk had already implemented the Internal Auditor's recommendation that loose leaf pages of the minutes should be consecutively numbered.

The council noted that the clerk had updated the council's Freedom of Information publication scheme to reflect his current hourly salary rate.

### 14. Annual Parish Meeting (APM)

The council agreed that the clerk's record of the Annual Parish Meeting held on 18 May 2017 was true record. It was pleased with the attendance and very appreciative of Steve Opacic's presentation. It was agreed that the next meeting should be held on 17 May 2018 and follow a similar format. The clerk noted that the Annual Report had been entered in the HALC Best Local Newsletter competition. [The council has also entered the competitions for 'Best Website' and 'Use of Social Media'.]

### 15. Register of Interests

The chairman noted that the council had received a poor response from Gavin Barwell MP, Minister of State for Housing and Planning, to its request for an amendment to the Localism Act, to remove the requirement to publish councillors' private information on line. (The Office of National Statistics now lists fraud and cyber-crime as the most common offence in England and Wales.) The chairman had sought the support of the Hampshire Association of Local Councils but the approach had been rebuffed. He would be writing to HALC's executive director to express his dismay at this unhelpful response. Meanwhile the clerk would write to Steve Brine MP to express the council's disappointment with Mr Barwell's letter.

<p><b>Action:</b> Chairman to write to the executive director of HALC and the clerk to write to Steve Brine MP about the unhelpful responses to the council's request that councillors' personal details should not be published online.</p>
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### 16. Date of Next Meeting

7.30pm Tuesday 5 September 2017 in the Compton Room, Shawford Parish Hall.

The Chairman closed the meeting at 8.58pm.

Mike Goulding  
Chairman

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