



## Compton and Shawford Parish Council

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### Minutes of the Compton and Shawford Annual Parish Council meeting held at 7.30pm Tuesday 5 September 2017, Compton Room, Shawford Parish Hall.

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

**In attendance:** County & District Councillor J Warwick (until 8.05) District Councillor E Bell (from 8.25) and two members of the public.

#### 1. Apologies and Declarations of Interest

The Council accepted apologies from Councillors Lockett, Southgate and District Councillor B Laming and noted that Councillor Brant had resigned. There were no declarations of interest.

#### 2. Finance and Administration (1)

The chairman noted that in September 2015, the council had suspended Standing Order 1 (b) to remove the need for a seconder for each motion. The system had worked well and had helped to speed up the process of decision making. He proposed, seconded by Councillor Jordan, that Standing Order 1 (b) should be amended to read:

*A motion shall not be progressed unless it has been moved.*

**Vote:** Unanimous

<b>Decision:</b> Standing Order 1 (b) should be amended to read: A motion shall not be progressed unless it has been moved.
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#### 3. Minutes

The minutes of the meeting of 11 July 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.

#### 4. Matters Arising and Outstanding Actions

Councillor Jordan reported that a review of the Village Design Statement was still under consideration; the size of the maintenance and play equipment sinking fund would be reviewed as part of the budget process in November and the chairman would be writing to HALC about its unhelpful response to the council's request for support in its attempts to change the legislation on the publication of councillors' personal details online. All other actions had been taken.

#### 5. County Councillor's Report

Councillor Warwick reported that Skanska had been awarded the new highways contract, which began on 1 August 2017. The contract covers highways maintenance work on Hampshire's 9600 miles of roads and footways, including resurfacing, winter salting, drainage and road repairs. Apparently, Skanska has an 'innovative pothole-patching machine', which should speed up the process of repair. She also advised that the Biomass Boiler Retrospective planning application committee hearing would take place on Wednesday 18 October 2017. The deadline for registration was 12 October 2017.

Since this issue was of importance to those members of the public present, the chairman allowed representations to the council. Concern was raised about the apparent lack of interest shown by the council on this issue. The Biomass boiler was causing smoke and noise pollution to households in Compton Down and the residents would appreciate evidence of the council's support for their campaign to encourage Hampshire County Council to reject the retrospective planning application. The chairman noted that Councillor Jordan had been in contact with the WCC Environmental Protection Team to express the council's concerns. Councillor Jordan confirmed that he would be attending the hearing on 18 October 2017 and advised that he had been in regular contact with Paul Murray, who was working on behalf of the Compton Down residents. Councillor Warwick recommended that all interested parties should co-ordinate their approach to this problem. It was agreed that Councillor Jordan should produce a document, by 29 September 2017, expressing the council's concern about the noise and air pollution emanating from the Four Dell Farm Biomass boiler.

**Action:** Councillor Jordan to produce a document, by 29 September 2017, expressing the council's concern about the noise and air pollution emanating from the Four Dell Farm Biomass boiler.

## 6. District Councillor's Report

In her capacity as a District Councillor, Councillor Warwick advised the council that the Winchester bus station had re-opened on 4 September 2017. Improvements had been made to the flow of buses through the site, which will increase pedestrian safety. The firm of architects, Lifschutz Davidson Sandilands, had been appointed to take forward the Winchester station approach development and consultation on the Winchester Sports and Leisure Park at Bar End was continuing.

## 7. BT Kiosks

Councillor Webster confirmed that the council had purchased the telephone kiosks in Martins Fields and Shawford Road for the sum of £2. The Big Lottery Fund had indicated that, subject to confirmation, it would provide financial support for the future installation of defibrillators in each kiosk. Once installed a training programme, to ensure that some local residents were able to operate the defibrillator equipment, would commence. The Shawford Village Residents Association had agreed to keep the Shawford kiosk clean and tidy and to report any problems to the council. Councillor Strange was optimistic that the Compton Village Association would provide a similar service.

## 8. Finance and Administration (2)

Following a request from the Citizens' Advice Bureau (CAB) for a grant, the council reviewed its policy on grants and donations, which was adopted by a previous council on 7 December 2010 viz.

*The Parish Council is sometimes asked to make donations to charities.  
Charitable giving should be a personal decision.*

*The Parish Council will not make donations to charities.*

Following discussion, it was agreed the policy was appropriate and would continue to be applied to requests for charitable donations/grants. The chairman would inform the CAB accordingly.

**Action:** The chairman to inform the CAB that its request for a grant had been unsuccessful.

Councillor Webster advised the council that its insurance was due for renewal on 1 October 2017. Three quotations had been received from the broker, Came and Company, of which that from Inspire (through AXA) of £1255.30 provided the best value for money. Came and Company had also offered a 5% discount on the premium, should the council wish to enter into a three-year agreement. He moved that the council accept the Inspire quotation and enter into a three-year agreement with Came & Company for an overall premium of £1,192.54.

**Vote:** Unanimous

**Decision:** The council to accept the Inspire insurance quotation and enter into a three-year agreement with Came and Company to obtain a 5% discount.

Councillor Webster noted that the council's one-year term deposit of £30,000 with Lloyds Bank expires on 31 October 2017. The current rate for one-year term deposits was 0.65%, which would provide the council with interest of £195 in the next financial year. Since it was unlikely that much better rates would be available, following a short discussion, he moved that the one-year term deposit with Lloyds Bank should be 'rolled over' for another year.

**Vote:** Unanimous

**Decision:** The council to 'roll over' its one-year term deposit for another year.

Councillor Webster asked the council to note:

- The financial statement dated 31 August 2017;
- Payments made since 11 July 2017;
- The External Auditor's report, which reported that "*in our opinion the information in the annual report is in accordance with proper practices and no other matters have come to our attention giving cause for concern that relevant legislative and regulatory requirements have not been met*".
- Council minutes for the year 2014/15 had been deposited with the Hampshire Record Office; and
- The clerk will be on holiday between 13 - 27 October 2017.

The clerk advised that, following the resignation of Councillor Brant, he would be advising Winchester City Council (WCC) that there was a vacancy on the council. Public notices to that effect would be posted on 11 September 2017.

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

The council noted that both local schools had projects for which council financial assistance would be appreciated. Following discussion, the clerk was asked to seek confirmation from WCC that CIL funds could be used to assist with the funding of school projects. The chairman noted that the Sports Club project to improve the car park drainage was 'on hold'.

**Action:** The clerk to consult the WCC CIL team about the eligibility of schools for CIL funding.

The council noted that Sherborne House School had inquired about the possibility of using the sports facilities at the Memorial Playing Field during term time. The chairman agreed to liaise with the chairman of the Sports Club to see whether this would be possible.

**Action:** Chairman to liaise with the Sports Club over the request from Sherborne House School for use of the MPF facilities.

#### 10. Highways

The council discussed Councillor Bell's report and his recommendation that it should write to the chairman of neighbouring parishes about parking problems in Shawford, especially in relation to that caused by commuters using Shawford railway station. (He had circulated a draft letter, prior to the meeting.) During the discussion, it was noted that the council had adopted the following policy on 10 January 2017 viz.

*While recognising HCC has primacy on highways issues, it would not, in principle, support the introduction of additional parking restrictions in the village without prior consultation with local resident associations, neighbouring parish councils and rail user groups.*

District Councillor Eleanor Bell noted that Winchester City Council would not take any action on parking in Shawford, without prior consultation with all interested parties. The chairman noted that, while the council had a keen interest in trying to resolve the problem, it could only provide an input into the process. Until such time as First Group produced plans for additional station parking, the policy adopted on 10 January 2017, would continue to be appropriate. Councillors were asked to comment on Councillor Bell's draft letter to neighbouring parishes by 15 September 2017.

## 11. Planning

Councillor Jordan confirmed that he had responded, on behalf of the council, to Hampshire County Council (HCC)'s public consultation on Gypsy and Traveller Site Allocations. HCC's plans did not affect the parish directly but the council needed to be aware that there were some sites, which could be vulnerable to unlicensed activity. The chairman asked Councillor Jordan to speak to the owners of such sites to see what preventative measures could be taken.

**Action:** Councillor Jordan to speak to the owners of vulnerable sites to see what preventative measures can be taken to counter unlicensed traveller activity.

Councillor Jordan also expressed concern about the method of publicising planning applications in Attwoods Drove (one planning notice had been 'hidden' under brambles) and an apparent lack of understanding by WCC planning officers of the disruption that can be caused by building works in the area. Both he and Councillor Strange intended to attend the next TACT (Tenants and Council Together) meeting on 19 September 2017, in support of Attwoods Drove tenant representatives.

## 12. Playing Fields

Councillor Wilkinson reported that, following receipt of the quarterly playing fields report in August, action had been taken to address minor repairs. She also confirmed that both play areas (QEII Field and MPF) are inspected weekly by council members and a record kept and a note made of any action taken.

## 13. Footpaths

Councillor Wilkinson noted that the HCC noticeboard, adjacent to the PC's map board, at the base of Shawford Down, needed some minor repairs. The council agreed to meet the cost.

**Decision:** The council to meet the cost of minor repairs to the HCC sign at the base of Shawford Down.

Councillor Wilkinson reported that the lengthsman had visited the parish on a very wet day on 9 August 2017. The team had spent 12 hours clearing about a mile of the vegetation along Otterbourne Road, from the Badger Farm roundabout. They had expressed concern about the poor condition of the footpath down the hill from the Park and Ride. Following discussion, Councillor Wilkinson was asked to raise this issue with the HCC highways department. Councillors were also encouraged to use the 'Fix My Street' website to report highways issues. It was noted that Councillor Wilkinson would be attending the Lengthsman review meeting on 28 September 2017 at South Wonston.

**Action:** Councillor Wilkinson to advise HCC highways about the poor condition of the footpath between the Park & Ride and Place Lane.

Councillors noted that the HCC Countryside Ranger Team Manager had responded to concerns about the cattle having remained too long on Shawford Down and the resultant lack of wildflowers, butterflies and bees. Reassurances had been received that next year there would be a light spring graze, with the animals returning in late summer. The council noted that litter continues to be a problem at Compton Lock: the clearance of which is primarily undertaken by local volunteers. Councillor Wilkinson was asked to produce a proposal to combat the litter problem, which could include additional signage, for the next meeting in November.

**Action:** Councillor Wilkinson to produce a proposal to combat the litter problem at Compton Lock.

**14. CASCA**

Councillor Wilkinson reported that the parish hall kitchen had been upgraded during the summer and that the AGM would take place in November. The chairman wondered whether CASCA had any plans to install Wifi in the hall? There was a possibility that installation costs could be met by CIL. Councillor Wilkinson agreed to raise the issue with the CASCA committee.

**Action:** Councillor Wilkinson to investigate the possibility of Wifi being installed in the parish hall.

**15. Date of Next Meeting**

7.30pm Tuesday 7 November 2017 in the Compton Room, Shawford Parish Hall.

**The Chairman closed the meeting at 9.12pm.**

Mike Goulding  
Chairman

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