



Compton and Shawford Parish Council

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Minutes of the Compton and Shawford Parish Council meeting held at 7.30pm Tuesday 9 January 2018, Compton Room, Shawford Parish Hall.

Present: Councillors M Goulding (chairman), M Bell, T Hunt, J Lockett, M Southgate, F Strange, R Webster, M Wilkinson and Mr D Drake (Clerk).

In attendance: County & District Councillor J Warwick (until 8.30 pm) District Councillors E Bell and B Laming (until 8.15pm) and three members of the public.

1. Apologies and Declarations of Interest

Councillor Strange offered apologies on behalf of Councillor Jordan.

Declarations of interest were received from Councillors Goulding and Wilkinson (school), Councillor Southgate (SRUG, Southdown developments and SOCCT), Councillor Bell (cycling to Shawford railway station) and Councillors Hunt and Webster (Southdown developments).

2. Minutes

The minutes of the meeting of 7 November 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

The chairman reviewed the outstanding actions from the previous meeting. Actions to update the VDS, a proposal for the reduction of litter at Compton Lock and the installation of Wi-Fi at the parish hall were still outstanding.

4. County and District Councillors' Reports

District Councillor Eleanor Bell briefed the council on Highways England plans to improve the junction of the M3 and A34, details of which are available on www.highways.gov.uk/m3j9. The website allows members of the public to comment via an online questionnaire.

County & District Councillor Warwick thanked the council for its assistance in arranging the Biomass meeting with Winchester City Council (WCC) Environmental officers and members of the public, immediately prior to the council meeting. She emphasised that it was essential that complaints from the public should be specific and not general in nature. The WCC officers had been unaware of the noise caused by the chipper and the movement of trucks early in the morning. The officials had added that it was important that Hampshire County Council planners were made aware of specific noise issues.

Councillor Warwick also advised that changes to the planning enforcement system would be taking place in the near future.

5. Public Session

Concern was raised about the developments in Crossway, Southdown. A very short time for comment had been allowed prior to Overcross going to the Planning Committee (five days). The Southdown residents' association was not opposed to 'sensible developments' but was concerned that [some] developers seemed reluctant to listen to community concerns. District Councillor Brian Laming advised that the Planning

Committee, of which he is a member, takes a dim view of those parish councils that submit objections to planning applications but do not send a representative to meetings where those applications are being considered. Councillor Strange agreed to contact Councillor Jordan to see what action had been taken on the latest application on Smallwood.

Action: Councillor Strange to contact Councillor Jordan to see what action has been taken on the latest application on Smallwood.
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6. Finance & Administration

The council discussed its current, and future commitment, to the three sinking funds (parish hall, jubilee pavilion and general maintenance and play equipment). Councillor Bell moved that, since it will provide the council with greater flexibility, the three sinking funds should be combined into one: A Structural Maintenance and Play Equipment (SMPE) sinking fund of £30,000.

Vote: Unanimous

Councillor Webster moved that a contingency fund of £4000 should be established to cover any unexpected expenditure outside the SMPE.

Vote: Unanimous

The council discussed the proposed budget for 2018/19. Councillor Webster moved that the council should agree to a 2% increase, to £27,713, in WCC funding (precept and council tax support). (It was noted that this was less than the current rate of inflation and the first increase since 2010/11.) The overall budget figure for 2018/19 will be £34,180.

Vote: Unanimous

The council noted the revised audit arrangements for 2018/19 and agreed to re-appoint John Murray as its internal auditor for a fee of £280. The council also noted the financial statement dated 31 December 2017, the list of payments made since 7 November 2017, the revised risk assessment (which is based on templates provided by last year's external auditor, BDO, and the council's insurers, Came & Company) and that Councillor Webster had completed a review of the council's finance and administration procedures.

The council noted that the General Data Protection Regulation (GDPR) will come into force on 25 May 2018. The clerk had undertaken extensive work on this issue, including direct correspondence with the Information Commissioner's Office (ICO). In light of the advice provided by the ICO, the council agreed to appoint the clerk as its Data Protection Officer (DPO) and to amend its current guidance to include the following statement:

Councillors should not, under any circumstances, pass personal information that has been obtained through their role as a parish councillor to a third party, without the prior consent of the individual(s) concerned.

It also agreed that the following tag line should be added to the clerk's signature block:

Compton and Shawford Parish Council only collects and uses personal information when it is necessary to deliver council services and to carry out associated legitimate business purposes, such as business administration and financial control.

7. Project Funding

The council considered three applications for grant funding: Sports Club car park drainage, All Saints School Nurture Room and Twyford Meads and Berry Meadow Management Committee (TMBMMC) towards a project to restore Compton Lock and Berry Meadow.

Following considerable discussion, in which concern was raised about whether it was appropriate for the Parish Council to provide funds for a school that is already funded by Hampshire County Council (HCC), Councillor Southgate moved that All Saints School Compton should be awarded a grant, from the Community Infrastructure Levy (CIL) fund, of £750.

Vote: For 5 Abstain 1 Against 1 (Motion carried)

Councillor Goulding confirmed that he had had discussions with the chairman of the Sports Club about the funding of improvements to the drainage at the Memorial Playing Field (MPF) car park. At the July meeting the council had agreed to provide funding of £1300 (50% of the cost) of which £650 would be allocated from the CIL fund and £650 from the pavilion budget. Under the council's 'cost neutral agreement' with the Sports Club this arrangement means that the council will recover the latter £650 through a revised annual contribution for the years 2018 -23. The Sports Club committee considers this to be unfair because the car park is used by many people, who are not members of the club. Upon reflection, Councillor Goulding agreed. He moved that, since six months have now passed, the council should reconsider its decision and agree to provide a grant of £1300 (CIL £1202.46 and General Administration £97.54). This sum would not be included in the forthcoming annual contribution calculations.

Vote: Unanimous

With the CIL fund exhausted, the council discussed ways in which it could assist TMBMMC with its project to restore Compton Lock, an asset that is much appreciated by parishioners. Councillor Southgate advised that, since Sparrowgrove and Oakwood Copse Conservation Trust (SOCCT) had received a significant grant from the council last July, he was content for the £500 set aside in the current year's budget to be reallocated. However, he was concerned that TMBMMC may not have exhausted all other possible sources of funding. Councillor Webster moved that, subject to assurances from TMBMMC that the organisation had exhausted all other sources of funding, it should be awarded a grant of £500 from the General Administration sub-head.

Vote: Unanimous

Action: Councillor Goulding agreed to seek the necessary assurances from the TMBMMC.

8. Telephone Kiosks

Councillor Webster confirmed that the two defibrillators had been received, together with their housing boxes and associated signage. The first defibrillator is scheduled for installation in Shawford in mid-January. The Shawford Village Residents' Association is committed to supporting this installation. The Compton kiosk in Martins Field should be painted by the end of the month, following which the second defibrillator will be installed. Councillor Strange indicated that the Compton Village Residents' Association is expected to agree to support the project. Once both installations have taken place a series of awareness sessions for parishioners will be organised.

The chairman thanked Councillor Webster for his considerable work on the kiosks/defibrillators and the clerk for his preparation work on the budget.

9. Web Services

Councillor Strange advised the council that the webmaster, Adrian Walmsley, had saved the council £55 by installing a free SSL certificate. To avoid closing down the parish website during the day, he had installed the new software overnight.

10. Playing Fields Management

Councillor Wilkinson presented her report. She was arranging a meeting with Clive Goodyear to commission some essential repair work on play equipment at both play areas. Mr Goodyear had also replaced a plastic manhole cover on the MPF with a cast iron cover, suitably set in concrete. The Lengthsman will visit the parish in February and she will task him with a thorough clearance of the much used Shawford Down

footpath. At the request of Councillor Southgate, she agreed to consider similar work on the footpath from Southdown to Shawford that runs alongside the railway line when the Lengthsman revisits the parish in May.

11. Footpaths and Environment

Councillor Wilkinson advised that, following recent severe weather, several trees had fallen and were creating obstructions on some footpaths: these have been reported to the HCC's Rights of Way Department. A 'finger board' has also fallen at the junction of FP18 with Hurdle Way and the HCC sign at the foot of Shawford Down has partially disintegrated. These too have been reported to HCC. To help in returning Shawford Down to natural downland, cattle have been reintroduced and will remain until April.

12. Highways and Public Transport

Councillor Bell presented his report. He had reported the abandoned car at Shawford railway station to South Western Railways. This will be followed up in two weeks. Following the announcement of Highways England plans to introduce a 'Smart Motorway Scheme' on the M3, between junctions 9 & 14, and improvements to the junction of the M3 and A34, it was agreed that councillors Bell and Hunt should consider the implications of such plans on the parish and advise the council accordingly. The chairman thanked Councillor Bell for representing the Parish Council at the Remembrance Service on Shawford Down on 12 November 2018.

Action: Councillors Bell and Hunt to consider the implications on the parish of plans to improve traffic movement on the M3 and A34.

13. Boundary Commission Proposals

Councillor Goulding reported that he had worked closely with Adrian Walmsley on a submission to the Boundary Commission explaining why Compton and Shawford should remain within the constituency of Winchester. This had now been forwarded to the Boundary Commission for England. He was grateful for the support that he had received from Mr Walmsley.

14. CASCA

Councillor Wilkinson noted that both the chairman and treasurer of CASCA had announced that they would be standing down in November. Councillor Southgate wondered whether this might be a good time to review the current arrangements under which CASCA operates. It was agreed that both he and Councillor Wilkinson would undertake such a review.

Action: Councillors Southgate and Wilkinson to review the current arrangements for CASCA.
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15. Date of Next Meeting

6 March 2018 in the Compton Room, Shawford Parish Hall.

At the request of the chairman, all non-members of the council departed.

16. Planning

The chairman noted that the council had not received a planning report in advance of the meeting and that an official complaint had been received about the council's handling of a planning application. He was concerned that the council did not have a full picture on what was happening within the parish on planning issues. He proposed to re-introduce a planning committee, which should meet in the months between full council meetings. He would consult further with colleagues, with the aim of a decision being taken at the Annual Council Meeting in May. There were no dissenters.

The chairman closed the meeting at 9.25pm

Mike Goulding
Chairman

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