



COMPTON PARISH COUNCIL

PARISH OF COMPTON
NOTICE OF PARISH COUNCIL MEETING
Local Government Act 1972

Minutes of **THE ANNUAL MEETING** of Compton Parish Council held on
Wednesday 18th May 2016 at 7.00pm
In **Pucks Oak Barn** for the transaction of the under mentioned business.

Present: Cllrs F Curtis, P Graham, P Hunt, R Nagaty, C Sharples, K Stevens
County Cllr G Johnson
Borough Cllr M Parsons
1 member of the public

In attendance: The Clerk, Mrs J Cadman

- 50/16 **Election of Chairman:** Cllr F Curtis was PROPOSED as Chairman by Cllr Stevens, SECONDED by Cllr Sharples. There were no other nominations and her election as chairman was unanimously agreed.
- 51/16 **Apologies for Absence:** none had been received.
- 52/16 **Declarations of interest:** Cllr Nagaty and Cllr Stevens declared a pecuniary interest in the Blackwell Farm Development.
- 53/16 **Election of Vice Chairman:** Cllr K Stevens was PROPOSED as Vice Chairman by Cllr Curtis, SECONDED by Cllr Sharples. There were no other nominations and her election as vice chairman was unanimously agreed.
- 54/16 **Appointment of Member's responsibilities:**
Cllr Curtis: Traffic, Cemetery and Local Plan
Cllr Graham; Planning, Village Hall and United Charities
Cllr Hunt: Playground
Cllr Patel: Playground
Cllr Sharples: Allotments and Environmental projects
Cllr Stevens: Chairman of Local Plan committee
Cllr Nagaty Local Plan
- 55/16 **Dates of future meetings:** members **agreed** that meetings would continue to be held on the 3rd Wednesday of alternate months, at 7pm. The next meeting will be on Wednesday 20th July.
- 56/16 **Minutes of Meeting held 16th March 2016:** were agreed as a correct record of the meeting and signed by the Chairman.
- 57/16 **Matters Arising:**
32/16b: Air Quality monitoring: deferred to agenda item 62/16
32/16d: defibrillators: the Clerk advised that the cabinets had now been received and delivered to the Hall and the Gallery. Once these are installed, the defibrillators will be put in place. The Gallery will arrange two training sessions for their staff and for residents, to be advertised in the NEWS.
32/16f emergency plan: the Clerk had circulated a first draft of the proposed plan, and outlined its purpose, which is to provide assistance to residents in the event of a national or local problem which results in loss of communication and services. Members **agreed** with the proposals and authorised the Clerk to continue working on the plan. **Agenda item:** July meeting.
40/16: Annual Parish meeting: members agreed that it had been a very successful evening. People had enjoyed the social side and had thought it well organised and run. It was noted that some found it confusing to move the venue each year and some had come expecting to give a report.
- 58/16 **Chairman's Report:**
attached, as **Annex 1**
- 59/16 **Reports from Borough and County Cllrs:**
County Cllr G Johnson:
1) Closure of Flexford Gap: SCC want to close the Gap, but are faced with a legal situation, where the land is granted in perpetuity.
2) Access through the proposed new estate at University Farm: Cllr Johnson hopes to be able to produce maps at the next meeting.

- 3) *Bus service*: Cllr Johnson pointed out that Surrey's Heritage is very important and that Watts Gallery is a vital part of that heritage. He felt that alone was a very good argument for retaining the bus service.
- 4) *Personal allowance*: as it is now the start of a new financial year, Cllr Johnson has funds in his personal allowance and welcomes projects. Some of his budget is specifically for Highways, some has already been allocated to Watts Gallery for signs and a further request will be made for heritage style waste bins.
- 5) *Surface of road at Spiceall*: Cllr Johnson had received a letter of complaint about the condition of the road. He advised that it would be difficult to remedy because it consists of tarmac over concrete.

Borough Cllr M Parsons

Cllr Parsons reported that the Local Plan is ongoing and the second consultation draft, which addressed issues raised in the first consultation, would answer most questions. This will be published on the 24th May. Members disputed that this would be the case, pointing out the following:

- a) *Access to Blackwell Farm*: the increased traffic if this development went ahead had been raised at a meeting the previous week with Cllr Furniss and a satisfactory answer had not been received.
- b) *Strategic sites*: The majority of the 7,000 people who took part in the last consultation objected to the three strategic sites, but they are still in the plan and a new one has been added.
- c) *70% of the proposed development is in the Green Belt*.
- d) The current infrastructure will not support the proposed high number of new houses and the highway assessment had yet to be made public.
- e) There are no supporting facts to show how the proposed number of new houses has been arrived at.

Cllr Curtis asked Cllr Parsons how the Council could most effectively make its points and have them considered. He advised that any objection to the Local Plan must be based on fact. He stressed that a Local Plan must be produced by the end of 2017, otherwise Central Government would take over and decide what would be done. He assured the Council that the Borough council is committed to developing brown field sites first, and doesn't want to build on the Green Belt. He confirmed that the Borough Council will answer any questions arising from the consultation that have not been raised before.

Cllr Parsons confirmed that the second stage of the Local Plan will not proceed without the results of the Highway Assessment.

Action: Cllrs Curtis, Nagaty and Stevens will examine the new draft Local Plan, looking at the evidence and policies. They will not address anything that has been raised before and adequately dealt with. A draft response will be circulated to all councillors for their comments.

- 60/16 **Report from the Police:** The Clerk had met with PCSO Damon Young, and had received a letter from Sgt Samantha Barwood. A change in policing priorities means that it will no longer be possible for a police representative to attend a meeting, or to send a report, unless there is a specific issue to address.
New volunteers to be trained to use the VAS will be sought through the NEWS.

61/16 **Public Forum:**

Bus service: Laurie James, who runs the bus services at SCC, has recommended that the no 46 bus service remains much as it was before, and has promised to ensure that Watts Gallery is listed on the route. A new timetable will be issued once the review is completed, and Mr Miller has asked to see a copy of the draft. He congratulated everyone who had got involved in supporting the service.

Buffalo: the buffalo kept at Loseley had escaped, and this had happened a number of times before. It is fortunate that there has not yet been a serious accident. Mr Miller requested that a letter be written to the tenant, asking him to make his fences stock proof, and copy this to Loseley. This was agreed.

Lorry outside village Hall: Mark Alexander is now parking his lorry outside the hall on a regular basis. The Clerk will write to him,

Opus: Nigel Weir's company is sold and has moved to Farnborough. Mr Miller was concerned that there might be ongoing planning issues.

62/16 **Members Report: Highways**

Traffic Survey: Members **agreed** that the Parish Council should engage a consultant to carry out a survey, which needs to address the impact of proposed development on potential increased traffic on the B3000, and how effective the proposed new junction will be. It was noted that CVA has earmarked some funds for issues related to traffic to the projects committee.

Transport Assessment: on the 24th May the full details of the transport assessment should be published. It was **agreed** to defer the engagement of a consultant to carry out a traffic survey until this has been released, as the information that this Parish needs might be contained in the report. Agreement to the engagement of a consultant, with a budget of £2,000 was PROPOSED by Cllr Curtis, SECONDED by Cllr Graham. Cllrs Nagaty and Stevens abstained from the vote, all other members were in favour.

Challenge to Local Plan: the Clerk advised that Normandy and Wanborough Parish Councils are to brief a barrister to challenge the Local Plan where it impacts on their parishes, and she suggested that a meeting is arranged to explore how the parishes could work together.

Pollution: At a meeting at GBC the previous week, Cllr Curtis had raised concerns over the long-term exceedance of NOx readings at one site in Compton and the location of other devices, some of which were tucked behind walls and hedges and hence were not best placed to be effective. Cllr Curtis was also concerned that insufficient monitoring was taking place throughout the borough and had been told by the GBC Environmental Officer that this was due to lack of resources. Cllr Furniss' response to the question raised about this at the Council meeting on 11th May (on webcast) was that the Parish Council was appealing to the wrong authority. Cllr Curtis had sent evidence of correspondence to prove that this was not correct.

Cllr Curtis had pushed for Compton to be made an Air Quality Management Area, in order to obtain some action, but this request had been ignored. It was **agreed** that the Parish Council would now formally request that the actions agreed by Gary Durrant (GBC officer for the environment) in order to support the Traffic Committee.

63/16 **Members Report: Allotments and Environmental Projects**

Allotments: earlier in the month Cllr Sharples had a very pleasant tour of the allotments with some of the committee members. Ways of keeping the open feel of the allotments, reducing excessive buildings and keeping a natural feel where possible were discussed. The committee are looking to possibly relocate some sheds to the edge of the allotments make holders aware of small scale eyesores that could be removed. They have decided that they will possibly get a skip at the end of the season to achieve this. The matter of drainage was mentioned. Two low laying plots, in the centre of the field, are too wet to cultivate. Cllr Sharples intends to obtain a quotation to clear the old ditch that runs from the Polsted corner of the allotments, round the outer boundary, past the land opposite the Withies and Puttocks cottages and discharges into a stream by the Old Log Store. This would also help residents in Withies Lane with general flooding.

Cllr Sharples will report back with quotations, with the aim of getting the work done in late summer/autumn.

Withies Pond: the removal of the Alder trees was carried out around the 1st April and the natural wood bollards were installed at the ponds edge. The pond continues its natural recovery, and Cllr Sharples hopes to put together a small team to do a little seeding and tidying. He also hopes to add some native pond weed to help pond life. Hugh, at the Withies, has agreed to cut the grass around the pond so that the edge of the pond is well defined for safety and access.

The Avenue: At the same time as the tree work was done at the pond, tree work was carried out in the Avenue, restoring the look of the Avenue for the first time in many years. Most residents in the Avenue supported this work, however one did feel that it might result in increased traffic speeds. Cllr Sharples pointed out that the clearance on both sides would be a great help to pedestrians and cyclists who have no other option but to use the Avenue for trips to the shops and doctors.

Richard Paxton, of the Avenue, would like to define the other side by removing some of the lower branches next winter. Cllr Sharples requested that this be explored with Hendryk Juerk at GBC.

Willow Pollarding, Withies Lane: the Baskervilles, who live close to Withies pond, have highlighted the condition of 5 mature pollarded Crack Willows (*Salix Fragillis*)

Flower festival Cllr Hunt recorded thanks to Cllr Sharples for the amazing flower festival in the church. Cllr Sharples said that it was hoped to use the church in lots of other ways, with the possibility of a concert being discussed at present.

Cllr Sharples is getting people involved in helping with environmental projects in the village. He has a plan to get help to clear behind the garages at Spiceall, with the aim of stopping residents dumping garden waste there once it looked better.

The *war memorial* is listed as being by Gertrude Jekyll in 1920, but Mary Watts is also attributed. It was possible they worked together.

- 64/16 **Members Report: Recreation ground and playground**
 a) *Proposals for new playground equipment:* paper from the Clerk had been circulated prior to the meeting. The following action was **agreed:**
- i. to place a laminated notice on the recreation ground fence, asking families to contact the Clerk with their suggestions and preferences.
 - ii. To contact Loseley fields and Puttenham schools and ask for their help in finding out what the children would like and how many use the playground.
- 65/16 **Members Report: Watts Gallery and Cemetery**
Rail: the Gallery are talking with landscape architects to obtain some ideas on how railings could be added to the exterior of a Grade I listed building. They have also written to Highgate Cemetery.
- 66/16 **Members Report: Planning**
Special circumstances: *must be demonstrated* for any development in the Green Belt. There is a great deal of case law surrounding this clause, as it is so poorly defined.
Planning applications: Cllr Graham confirmed that there were in the region of 30 each year for Compton
- 67/16 **Members report: Local Plan**
 Discussed under agenda item 59/16
- 68/16 **Members Report: Village Hall**
 Member's Report: Village Hall
 Cllr Graham reminded members that he sits on the Compton Village Hall Council of Management as the representative of the Parish Council, one of four such, the others representing the Parochial Church Council, Compton Village Association and Compton Little Theatre. They are all Trustees, as are the three other officers: Chairman, Secretary and Treasurer, and all are re-elected each year, in line with Charities Commission recommendations. The Treasurer noted that he awaited formal nomination of the Parish Council's representative. Around half a dozen meetings of the Council of Management are held annually.
 The 2016 AGM was held on Monday 16th May, when the Treasurer reported that the change to the Constitution which he had been negotiating with the Charities Commission for more than a year, has now been agreed by both parties. A guiding document had been the original Village Hall Conveyance of 1934, many of whose provisions had become obsolete, but en passant, the Charities Commission noted several other discrepancies in procedures, and what had been a simple update developed into a more comprehensive overhaul. David Baskerville put a lot of work into this.
 The Hall has had another successful year, with hirings only marginally down on the previous year; 12 regular hirers provide 73% of income, with the remainder coming from 75 one-off hirings. However, expenditure this year has been much lower than last year, when a full internal and external redecoration was done, and so there was a nominal gain on the year of £8,232 as against a nominal loss last year of £2,067. Accordingly, the Cash and Bank balance totals increased to £39,810 at 31st March 2016. Sarah Baskerville administers all hiring arrangements.
 The Hall is well maintained, and Fire Risk and Electrical safety assessments are regularly carried out. Old steel gas pipes have been replaced during the past year, redundant electrical wiring has been removed, and existing cabling tidied. More external lighting is being provided, and a defibrillator (provided by the Parish Council) is scheduled to be mounted on the outside of the building for public use. The table and chair stock was rationalised with the purchase of several new items. New crash bars have been fitted to all the fire doors. There are no major works pending. Richard Paxton is responsible for much of the maintenance work.
 It has been agreed with Eastbury Manor Nursing Home that the Village Hall should form the second point of shelter, after St Nicholas Church, in the event of Emergency Evacuation being necessary.
- 69/16 **Village sign**
 Cllr Sharples reminded the meeting that Council had talked about unveiling the sign as part of the fete just gone. The legal department at GBC have pointed out that because the chosen site is on common land, we must seek the permission of the Secretary of State, which will take at least 3 months.
 Cllr Sharples proposed that we go ahead with planning permission at the same time.
ACTION
 Ask Joanna to start both these processes as soon as possible.

War Memorial

Possible objectives with restoration of Compton War memorial

1. Have the monument surveyed by the War Memorial Trust (who will also provide advice on experts who

can do the work and funding opportunities).

2. Have quotes for the restoration /conservation

I have found one to quote London Stone Conservation

3. Remove the Ash tree that is growing into the curved wall at the back of the monument, also reshape laurels behind to create a suitable backdrop .

4. Repair the crack to the stone capital ,and to reattach the broken finial on the top of the monument

5. Clean the monument and the Portland stone tablet in the wall which names the war dead of both wars. With a appropriate conservation approved system

6. Rewire the electric wire in the shaft of the monument ,The Church has agreed to this in principle .

7. Restore a lantern to the original position ,to act as a "living " reminder ,being on a light censor activating a small light each night at sun set .

8. Repair the patched cement paved area around the monument .

ACTION

Complete the form for the War Memorial Trust and approach Eastbury Manor about the removal of the tree or parts of the same that are protruding through the wall.

69/16 Finance

- a) *Annual Governance Statement:* members to approved the statement, tabled at the meeting
- b) *Annual return:* members approved the accounting statements for the year 2015/2016, circulated prior to the meeting. The internal auditors report, read in conjunction with the accounting statements, had been circulated prior to the meeting. Members noted the auditors recommendation that some of the Council's substantial reserves be moved from unallocated reserves and allocated to specific projects. It was therefore **agreed** that £60,000 would be directed to allocated reserves as follows: £20,000 to legal advice and research in connection with the Local Plan; £20,000 for environmental projects; £20,000 for heritage projects. The Clerk was thanked for the robust audit report.
- c) Schedule of income and payments to end of financial year had been circulated prior to the meeting. Members noted and approved the expenditure for the period of ** ???
- d) *Management report to end March 2016* had been circulated prior to the meeting.
- e) *Financial Regulations:* members reviewed and approved the Council's Financial regulations, circulated prior to the meeting.

70/16 Clerk's report

- a) *Standing Orders:* members reviewed and approved the Council's Standing Orders, circulated prior to the meeting.
- b) *Parish Handyman:* diary of duties carried out was circulated prior to the meeting and was noted.

71/16 Councillors Business: any further business arising from the meeting, to be noted or dealt with on a future agenda

- a) *Landscape study:* The Landscape Evaluation Study by Land Management Services had concluded that much of the land in the vicinity of Blackwell Farm met Natural England's latest "Area of Outstanding Natural Beauty" (AONB) criteria and should be put forward to Natural England as a candidate area for inclusion within a revised AONB boundary. The Study also found that some of the areas on the eastern side of the proposed development area did not meet the AONB criteria, but were felt by the consultant to be an important setting to the AONB and therefore should be remain undeveloped. It was agreed that these findings would be discussed with the Surrey Hills AONB Planning Advisor.
- b) *Watt's bi-centenary:* this will fall in 2017. The Gallery propose to make a quilt and will seek the village's support and involvement. Members were happy to support this project.
- c) *Artists Village:* a study to establish the economic impact of the Artists Village on Compton established that investing in heritage has a positive effect on the local economy.
- d) *Efficiency of Parish Council meetings -* The Clerk suggested that meetings should be shorter and Cllr Curtis suggested that the agenda for future meetings would have allocated timings and that the action list could form the focal point for measuring progress rather than lengthy reports. Cllr Curtis and the Clerk also agreed to consider ways of expediting progress.

72/16 **Compton News**

Items for inclusion in the NEWs were noted.

Cllr Curtis as Chairman and Cllr Stevens as Vice Chairman

Defibrillator training

Need to volunteers for VAS & CSW training and also for public footpath stewards,

The new bus time table will include the 46 bus although the service may not include peak hours,

Publication of Parish accounts

Save the date 5th July for Parish Plan meeting

73/16 **Correspondence:** No new correspondence has been received.

74/16 **Dates of meetings:**

Meetings will continue to be held on the 3rd Wednesday of the month, at 7pm, in Pucks Oak barn.

There being no further business, the meeting closed at 10.20pm.