



# COMPTON PARISH COUNCIL

Minutes of a meeting of Compton Parish Council, held on  
**Wednesday 16<sup>th</sup> March 2016 at 7.00pm**  
At **Pucks Oak Barn** for the transaction of the under mentioned business

**Present:** Cllr K Stevens (in the chair), Cllrs F Curtis, P Graham, P Hunt, R Nagaty, K Patel, C Sharples  
2 members of the public

In attendance: The Clerk, Mrs J Cadman

In the absence of the Chairman for the first part of the meeting, Cllr Curtis, Vice Chairman, took the chair.

25/16 **Apologies for Absence:** all councillors were present.

Apologies were noted from Borough Cllr M Parsons and County Cllr G Johnson.

26/16 **Declarations of interest**

Cllr Nagaty and Cllr Stevens declared a pecuniary interest in the Blackwell Farm Development.

27/16 **Minutes of meeting held 20<sup>th</sup> January 2016:** these were agreed as a correct record of the meeting and signed by the Chairman.

28/16 **Report from the Police:**

No report had been received.

29/16 **Chairmans report**

Cllr Steven's report is attached as **Annex 1**. Discussion on the report was deferred to the end of the meeting and addressed under Councillors' business

a) *Rural Strategy Consultation:* Cllr Curtis had completed the consultation papers, which addressed the future for people living in a rural community. She stated her concerns about this consultation, which none of the parish councils in this area had been aware of until the deadline. She had obtained a 10-day extension, which had not given her time to circulate her responses. The launch date, a chargeable event, was the 10<sup>th</sup> March, shortly after the closing date for the consultation, which suggested that the consultation was a token gesture.

The consultation concentrates on persuading local people to take on the running of local services, such as libraries and drop-in centres, and encouraging them to look after their neighbours and the elderly. Cllr Curtis will circulate the report and asked members to consider a formal question regarding the way this consultation had been run. Cllr Graham suggested that the question be circulated to other rural parish councils and this was **agreed**.

b) *Landscape character assessment:* discussion on the quotations for this work, circulated prior to the meeting, took place at the end of the meeting and was addressed under Councillors' business.

30/16 **Reports from County and Borough Cllrs**

*County Council:*

Cllr Johnson was not present.

The Clerk will ask for an update on the following:

- Contractors: standards of work and procedures
- Progress on 20mph speed limits
- Flexford Gap.

*Borough Council:*

Cllr Parsons had reported by email that the Local Plan is on target to be published in June. The Borough Council has objected to the Dunsfold application.

31/16 **Open Forum:**

a) *Rural Strategy:* Mr Borrett suggested that the Parish Council finance half-price sessions in the Village Hall, run by local people for local people, on cooking, yoga, etc. He believed that this would encourage

a sense of neighbourliness and help to identify volunteers. The Clerk will devise a piece for the News, advising the parish that the Parish Council has funds to support local voluntary projects.

- b) *Local Transport:* Mr Miller had recently discovered that the Hoppa Bus, which did not offer a service in this area, could be hired, especially for trips to the hospital at a much cheaper rate than a taxi. Those who wished to use this service would need to register with Hoppa.
- c) *Fencing in the recreation ground:* Mr Borrett advised that this is in need of repair. The Clerk is awaiting quotations.

32/16

#### **Matters Arising**

- a) *Listed Building application: Rectory:* the assessment is being done
- b) *Air Quality testing:* Cllr Curtis and Mr Miller had met with Gary Durrant, GBC Environment Department. He had confirmed that there was an air quality issue in Compton, particularly at the A3 end of the village and that there is a legal requirement for action to be taken. The Council could ask for the village to be made an Air Quality Management Zone, which would mean that traffic routes would be assessed with the intention of reducing traffic flow. Gary has offered to install more effective monitoring equipment than that used to date, and this will be pursued after the beginning of April.
- c) *Ruts on the Green:* Cllr Sharples has dealt with these by treading them down.
- d) *Defibrillators:* the Clerk advised that these should be delivered by the end of the month. She had spoken to David Baskerville about installing the cabinet at the Village Hall. As they are heated, to protect the defibrillator, they will need wiring in. She will talk to the Gallery about situating the second defibrillator. She will also arrange a training course when St John's Ambulance is available, but advised that the defibrillator is easy to use, as the machine gives verbal instructions from the moment the lid is opened and will not give an electric shock to the patient unless it is needed. She will put a piece in the News to this effect.
- e) *Website:* Cllr Curtis continues to work on this.
- f) *Generator at Village Hall:* Cllr Graham advised that the reason why the Village Hall Committee rejected this idea was because of the logistics of storing, maintenance, storing petrol, etc, rather than not considering it useful. The Clerk will ask the Village Club. The Clerk will draw up a draft emergency plan for consideration.

33/16

#### **Members Report: Local Plan**

This was included in the Chairman's report, attached as before.

34/16

#### **Members Report: Highways**

- a) Cllr Curtis's report is attached to these minutes as **annex 2**
- b) *Down Lane:* when the work is complete the Council will write to John Hilder, asking for confirmation of the procedure for contractors.
- c) *Avenue:* the Clerk was asked to write to the landowners, the Diocese, concerning the water run-off from their land. She will liaise with Cllr Sharples.

35/16

#### **Members report: Allotments and Environmental Projects**

Cllr Sharples reported as follows:

- a) *Path from Polsted Lane into woods:* Cllr Sharples has proposed improvements to this path, which links to Coneycroft, by clearing an old ditch and pipe, which would enable water to flow into the pond. The fete committee will fund this at an approximate cost of £450. Loseley has been asked for permission, and once this is received, the work can be started immediately.
- b) *Polsted Lane: area between the green and entrance to Almsgate:* Cllr Sharples would like this scrubby area cleared; the ditch restored and the hedge replanted with native trees; the footpath cleared and the garden waste removed. If this not done by the GBC team, the Fete Committee will take this forward.
- c) *Layby opposite the allotments:* this is very rutted. Cllr Sharples has arranged for some crushed concrete to be used to even this out.
- d) *Avenue:* the Clerk was asked to obtain agreement from Hendrick Jurk for our contractor to remove the underscrub, to restore the lane back to an avenue of trees. The cost will be £900 and this was **approved**.
- e) *Probation department:* Cllr Sharples has been in discussion with the Probation Department. Mike Palmer, of the Community Service team, can supervise teams of up to 8 people to carry out small-scale

jobs. He and the Clerk will meet with him shortly to discuss potential work and he asked members to consider any possible jobs before this meeting.

- f) *Farnham Ramblers*: Cllr Sharples has been advised that they have a volunteer in each parish who keeps an eye on public paths, and they then undertake small-scale improvements with materials from SCC. It does not appear that they have one in Compton, and a volunteer could be advertised for in the Compton NEWS. They are happy to help with advice on footpath law.
- g) *Spiceall*: the grass verges are in a bad state due to parking. The area to the edge of the woodland is being used to tip garden waste. This needs to be cleared and a leaflet distributed to discourage this.
- h) *Down Lane*: the Clerk will ask Highways to fill in the potholes in the layby at the Chapel, whilst dealing with potholes elsewhere in Down Lane.
- i) *War memorial electrical supply for new light*: Cllr Sharples has been able to locate a switch at the church gate, with a spur that leads to the war memorial. The wiring will need replacing. This will cost around £1,000. To fit and wire an appropriate light will cost a further £200. The church is happy to supply the electricity.
- j) *War memorial damage*: the Clerk will put together an application to the War Memorial Trust for funding to repair the damage and restore the war memorial.

36/16 **Members report: Youth and recreation**

Cllr Patel asked that the Trees on the borders of the Green be cut back and tidied up. The Clerk will arrange a quotation.

37/16 **Members report: Watts Gallery and Cemetery**

- a) *Minutes of March meeting of the Cemetery committee*: had been circulated before the meeting.
- b) *Hand rail*: Cllr Graham was concerned that no action was being taken to install a handrail. Cllr Hunt advised that there was currently only one person who needed assistance to the Chapel, and she was accustomed to asking for help, which the Gallery was glad to give. The Chairman pointed out that a balance needed to be struck between keeping the approach to the Chapel aesthetically pleasing and providing access for less-able visitors. Cllr Hunt said that the Gallery would give the handrail further consideration, but it would be expensive and funding will have to be sought. The long-term plans for the Chapel would also need to be taken into account.
- c) *Compton News*: The Clerk will ask residents to phone the Gallery if they need assistance to the Chapel.

38/16 **Members report: Planning**

- a) List of approved planning applications had been circulated prior to the meeting.
- b) *Monkshatch*: the area has been stripped of its trees. The Forestry Commission had issued an order when this work had started some years ago, stipulating that the trees should be reinstated. This had not happened and the Forestry Commission had not reinforced the order. It was understood that a representative from the Forestry Commission had visited the site in the last few days. The owner has now brought diggers onto the site and started engineering works. GBC's planning enforcement department have also visited. Cllr Graham said that the removal of trees was not considered an "emergency" and that, beyond notifying the borough council and the Forestry Commission, there was little more the Parish Council could do.
- c) *Exceptional circumstances*: In response to a query from Cllr Curtis regarding a planning application requiring exceptional circumstances, Cllr Graham undertook to send her the document which lists these.

39/16 **Members report: Village Hall**

Cllr Graham advised that the hall is doing well, with a good number of bookings.

40/16 **Annual Parish Meeting**

21<sup>st</sup> April, with the theme of a street party, in honour of the Queen's 90<sup>th</sup> birthday. Cllr Curtis has bought party decorations, boards for displays will be hired.

A meeting will be arranged to discuss this in more detail.

41/16 **Village Sign**

We are currently awaiting a response from GBC Legal Department concerning the siting of the sign, which will be on their land.

42/16 **Withies Pond**

Cllr Sharples reported as follows:

- There is frog spawn in the newly dredged pond.
- 200 tons of mud had been removed
- The Baskervilles are now going to pollard the willows on their land
- Alex More Molyneux had refused permission for a bench to be sited to the left of the pond, as he believed it would bring people too close to the water and therefore pose a risk. This will be addressed again once the pond has settled down and the tree work completed.
- Wooden posts will be erected along the front rather than a knee rail – 18 in total are needed. The cost, of £350, was **agreed**. Cllr Johnson will be approached for funding from his personal allowance.

43/16 **Finance**

- Management accounts to 29<sup>th</sup> February had been circulated prior to the meeting and were noted and approved.*
- Schedule of income and expenditure to 29<sup>th</sup> February had been circulated prior to the meeting and the expenditure for the period of £2868.64 was noted and approved.*
- External audit:* Information on audit procedures for smaller councils had been circulated prior to the meeting. The Clerk advised that, following the demise of the Audit Commission, Councils with an expenditure of over £25,000 pa were given two alternatives. By law, every authority would still have to complete and publish an annual financial return, in addition to an internal audit. If the Council were to opt in, the Smaller Authorities Audit Appointments Ltd (SAAA) would appoint an external auditor. If the Council opted out, an independent audit panel would have to be appointed. This panel would consider who to appoint and make a recommendation to the authority, which would have to ratify the authority's decision. Only accounting firms that have met certain licensing criteria could be appointed. The Clerk pointed out that the assurance to the Council came from the thorough internal audit, and that an appointed external auditor would be the simplest and most straightforward option. Members agreed to accept her recommendation and to opt in to the new arrangements.

44/16 **Clerk's Report**

- Parish Handyman:* Peter Borrett's report for the period was noted.
- Insurance:* Members **approved** the Clerk's recommendation that the Council take a new 5-year agreement with Zurich Life, at a cost of £908.65 per annum.

45/16 **Action list:**

The Clerk will circulate this after the meeting.

46/16 **Councillors' business:** *any further business for noting or including on a future agenda*

- Efficiency of Parish Council meetings:* the Clerk had circulated advice that she had received from the National Association of Local Councils, recommending that the time spent on each agenda item be limited and reports circulated before the meeting where possible, to be tabled as read at the meeting. Members requested that the Chairman remind members at the meeting of the requirement to keep reports and discussions short and to the point.  
*Action:* a reminder of reports needed to be sent out two weeks before a Parish Council meeting. The formal agenda to be circulated one week before the meeting, together with all annexes.
- Chairman's report:* The chairman read her report, which had been circulated prior to the meeting. The Clerk was asked to re-submit the objection to the closure of Flexford Gap, as this had not been recorded by SCC.
- Landscape character assessment:* Cllr Stevens and Cllr Nagaty left the meeting after Cllr Stevens had explained the background to the need for this assessment. Members **agreed** that it was necessary to have an independent report and that the quotation from Land Management Services should be accepted, at £1540 plus vat. Both companies who had submitted quotations were reputable, this company was less expensive. This expenditure was PROPOSED by Cllr Patel, SECONDED by Cllr Curtis, with all in favour.

47/16 **Compton News**

- Annual Parish Meeting.

- Funding to support local organisations
- Defibrillators
- Assistance at the Chapel

23/16 **Correspondence**

The Local Council Review was available at the meeting.

24/16 **Dates of meetings:** 18<sup>th</sup> May (Annual Meeting)

Annual Parish meeting: 21<sup>st</sup> April.

There being no further business, the meeting closed at 10.30pm. (The meeting had commenced at 7.15pm.)