



NEIL HITCH  
Town Clerk

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*The Town Hall  
Heath Road  
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GU31 4EA*

10 July 2009

Dear Councillor

I hereby summon you to attend a meeting of the Grounds Committee to be held on **Thursday 16 July 2009 in the Town Hall Council Chamber, Heath Road, Petersfield, commencing at 6.30 p.m.**

Yours sincerely,

Neil Hitch  
Town Clerk

**N.B. ANY MEMBERS WHO ARE UNABLE TO COME TO THE TOWN COUNCIL OFFICE TO READ CORRESPONDENCE MAY, UPON REQUEST TO THE DEPUTY TOWN CLERK, HAVE RELEVANT PAPERWORK COPIED AND SENT.**

#### AGENDA

1. Chairman's comments.
  2. To receive apologies for absence.
  3. To approve the minutes of the Grounds Committee meeting held on 18 June 2009 (previously distributed).
  4. To receive and record Declarations of Interest.
- 5 minutes (if appropriate) for Councillors to discuss topics (which do not appear on the agenda) with members of the public.
5. To receive the MCO's report.
  6. The Heath:
    - a. To receive and consider a request to hold a Circus on The Heath 7 - 9 September 2009.
    - b. To receive and consider a letter from a member of the public regarding the condition of the Heath toilets.
    - c. To receive and consider a request for the Taro Fair 5 and 6 October 2009 with set up on 3 and 4 October with de-rig on 7 October including a new pricing structure.
    - d. Petersfield Cricket Club:
      - i. To receive and consider copy of draft lease (if received by the date of this meeting)



- ii. To give further consideration to the maintenance of the Cricket pitch G 0386 refers
- 7. Allotments:
  - a. To consider the overall strategy for allotment provision in Petersfield
  - b. To receive proposals for additional allotments at Sheet from the Allotment Association.
  - c. To set the date for the Allotment Users meeting – suggested date 8 September 2009 at Avenue Pavilion commencing at 7 pm.
- 8. To receive and consider estimates for removing shrub beds and grassing over the area of the emergency link at Heathfield/Barnfield roads following a site visit with residents.
- 9. Grounds Maintenance Contract:
  - a. To receive and approve tender evaluation criteria from Town Councils consultant
  - b. To receive and approve Grounds Maintenance Contract documents from the Town Councils consultant:
    - i. Part 1 Instructions for Tendering
    - ii. Part 2 Conditions of Contract
    - iii. Part 3 Technical Specification
    - iv. Part 4 and 5 Bills of Quantities and Schedules of Rates
- 10. Penns Farm Playing Fields –to receive and consider plans for the proposed development by EHDC.
- 11. Love Lane Skate park - To receive and consider an update and proposal to undertake the project in two phases - if received by the date of this meeting.
- 12. To give further consideration to a site for planting the memorial Oak Tree donated by the South Downs Committee C0150c(July 09)/F0128a (June 09) and G0109 (June 09) refers.
- 13. To receive correspondence from Petersfield Guides regarding the planting of Sheet Link Roundabout.

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