

PETERSFIELD TOWN COUNCIL

A meeting of the Petersfield Town Council was held at the Town Hall, Petersfield on 4th April 2011.

PRESENT: Cllr C Jenner (Town Mayor), Cllr P Aiston, Cllr Mrs H Ayer, Cllr R Ayer, Cllr V Clarke, Cllr K Hick, Cllr P Molloy, Cllr W Organ, Cllr C Shore, and Cllr G Watkinson

ALSO IN ATTENDANCE: Mr N Hitch (Town Clerk), Cllr J West (HCC & EHDC Councillor), Petersfield Herald and Petersfield Post .

C 0674 TOWN MAYOR'S REMARKS

The Town Mayor welcomed everyone to the last Council meeting of the electoral term. He reflected on his 16 years service on the Council and the length of time served with different colleagues. He also commented on the change of furniture in the Chamber, observing that the council table had 'come back home'.

Members were reminded that the National Park Authority had formally come into being on 1st April and he thanked all those that had worked so hard in a short space of time to make the celebration event on the Town Square a success.

The Life in Petersfield Awards, also on 1st April, showed a different variety of talent existing in the town. A selection of those receiving awards were highlighted.

Finally, the Town Mayor mentioned the Petersfield Town football club match against Chelsea Legends that took place the previous day which was highlighted as a very good day.

C 0675 APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllr Vincent.

C 0676 DECLARATIONS OF INTEREST

No declarations were made.

C 0677 APPROVAL OF MINUTES

RESOLVED: that the minutes of the meeting of the Petersfield Town Council held on 7th March 2011 be approved.

C 0678 PLANNING COMMITTEE REPORT

RESOLVED: that the minutes of the Planning Committee meetings held on 15th and 29th March 2011 be received.

C 0679 PUBLIC REPRESENTATION

No member of the public had registered to address councillors.

C 0680 COUNTY COUNCILLOR'S REPORT

Cllr West congratulated the Town Mayor on his year of office. He stated that the South Downs National Park Authority launch event was an excellent celebration of the Park and that the town does this sort of event well. Congratulations were extended to all involved in the organisation of the event.

He commented on the disappointing number of residents that had attended the Annual Town Meeting and also mentioned the progress made at the Highways HAT Meeting with the scheme promoting the footway improvements in Bell Hill to improve the 'speeding' issue along this road now promoted to second in the list of projects costing under £50,000. In response to a question, Cllr West observed that he didn't think the scheme would take any land from Bell Hill Common if the Common had been formed correctly, allowing six feet of land to be Highway verge. The verge had been maintained as such for many years by Highways. Members were advised that future HAT meetings will have a different name but still take place six-monthly.

In response to a question on the Town Access Plan, Cllr West advised that no progress had been made to date on whether the Plan would be restricted to Petersfield as had been expected or expanded to include the whole district.

Cllr Clarke advised members that the Council's Streetlighting Private Finance Initiative involved the replacement of all 135,000 streetlights, 9,400 illuminated signs, 3,400 bollards and 2,300 underpass fittings in the first five years of the 30 year contract. Under the contract, all lights will be connected to a central management system that will identify any defects with repairs being done within 3 days. Within the first 1.68 million kWh and 900 tonnes of carbon dioxide will be saved. Lamps in Petersfield are scheduled for replacement between October 2013 and March 2014.

He also reported that of the £400 million business rates collected in Hampshire, only £110 million was received in government grant.

Additionally, more grit bins are available throughout the county and will be distributed in the autumn.

C 0681 DISTRICT COUNCILLORS REPORT

Cllr Mrs Ayer advised that Hampshire County Council are now co-ordinating work across the county on domestic abuse. Havant Women's Aid won the contract to work in East Hampshire having set up a successful

project in Havant. Although it is called Women's Aid they work with all victims of domestic abuse including children and men. The service on offer looks like being a big improvement on the current system.

Cllr Ayer reported that the planning agenda is now split into two sections. Section 1 are applications outside the National Park and section 2 is inside the National Park. The Park planning policies are still emerging policies as they are having to work with 15 local planning authorities.

C 0682

COMMITTEE REPORTS

(a) **Grounds Committee**

RESOLVED: that the minutes of the meeting held 17th March 2011 be received.

(b) **Public Halls Committee**

Members queried the wisdom of the resolution to remove public payphones from all Halls and the Chairman responded saying he was content that all available information had been taken into account and carefully considered before making the decision.

RESOLVED: that the minutes of the meeting held 21st March 2011 be received

(c) **Finance and General Purposes Committee**

RESOLVED: That the minutes of the meeting held 24th March 2011 be received

F 0657/G 0640 a **The Heath - Review of Erosion Control Trial of Grid Pave**

RESOLVED: that Officers obtain a price for a modest extension of the grid pave trial area and that this matter be considered again at the April meeting of the Grounds Committee.

F 0657/G 0640 b **The Heath - Work for Control of Asbestos at Heath Kiosk**

The Town Clerk advised members that a further material sample had been sent for analysis to establish if it was asbestos and it was hoped that the test would come back negative.

RESOLVED: that the third quotation for the covering of the asbestos at the Heath Kiosk be made available for the April meeting of the Grounds Committee together (if possible) with three additional quotations for the complete

removal of the asbestos present at the Heath Kiosk.

C 0683 **TOWN CLERK'S REPORT**

Members received and noted the Town Clerk's report, a copy of which is attached to these minutes at Appendix A.

C 0684 **REPRESENTATIONS ON OUTSIDE BODIES**

Cllr Vincent - Petersfield in Bloom

No report was submitted in Cllr Vincent's absence.

Cllr Molloy - Petersfield Town Football Club

Cllr Molloy submitted his report a copy of which is attached to these minutes as Appendix B.

Cllr Ayer - Petersfield Town Partnership

Cllr Ayer reported that the National Park launch event had been organised in just two months. The major funders had been Collabor8 and the Hampshire Chamber of Trade & Commerce with the overall budget for the event being approximately £9,000. He commented that it was remarkable what could be achieved in a short space of time by a committed group of volunteers.

C 0685 **SCHEDULE OF PAYMENTS MADE IN MARCH 2011**

Members enquired whether the payment to Longmeadows represented part of the cost of the skatepark that was to be deducted from the final payment to Wheelscape. The Town Clerk confirmed that it was part of this agreement. Also, members noted the payment to Tom McMorran and wanted reassurance that the provision of this work to Mr McMorran didn't compromise the position of the Deputy Town Clerk. The Town Clerk advised that this particular contract was approved by the insurance company for repairs to Love Lane Pavilion following the lead theft and that Mr McMorran had been used by the council before, having competed competitively with other contractors to obtain the work. His work had been fully satisfactory in the past on all jobs he had undertaken.

RESOLVED: that the schedule of payments made in March 2011 be approved, copies attached to these minutes at Appendix B.

C 0686 **OPEN AIR SERVICE ON THE HEATH**

The Vicar of St Mary's, Sheet had requested permission to hold a dawn service at 6.00 a.m. on Petersfield Heath for Easter Day (24th April). It would

be held out of earshot of the properties on Heath Road. Members, acting as Trustees of The Heath Charity welcomed the proposal and were fully supportive.

RESOLVED: that permission be granted to St Mary's Sheet to hold a dawn service at 6.00 a.m. on Easter Sunday (24th April) on Petersfield Heath.

C 0687 LARGER COUNCILS FORUM

Members received and noted the minutes of the Larger Councils Forum held on 23rd February 2011 at Penns Place, a copy of which is attached to these minutes as Appendix D.

C 0688 WINTON HOUSE

Cllr Molloy updated members on recent events at Winton House with his report being appended to these minutes as Appendix E.

Prior to breaking into confidential session, members wished to record a vote of thanks to all officers for their service to the Council over the last four years.

In view of the confidential nature of the business about to be discussed it was

RESOLVED: that the public and press leave the meeting.

CONFIDENTIAL

C 0689 STAFF MATTERS

RESOLVED: that the report of the staff panel meeting held on 17th March 2011 be approved.

Prior to closing the meeting, the Town Mayor thanked everyone for their support of him over the last year and wished everyone standing for election good luck. He also expressed his thanks to all the staff for their support over the electoral term.

The Deputy Town Mayor also expressed thanks to the Town Mayor for the way that he had handled meetings over the last year and for his long service to the Council.

There being no further business the meeting closed at 7.50 pm



CLERKS REPORT

Members are reminded that the items within this report are provided for information only and are not available for debate. If it is considered that an item listed within the report should be debated fully by members, then it will be placed on the next appropriate Committee or Council agenda. Any member wanting clarification or further information on any aspect of items within the report, please contact me in advance of the meeting.

General Reading and Information

The following publications have been received and are available for members to read:

- ✱ Minutes of the East Hampshire Road Safety Council meeting of 28th February 2011.
- ✱ Local Council Review Magazine
- ✱ Minutes of the Petersfield, Liss and surrounding villages Community Forum of 1st March 2011
- ✱ Fields in Trust newsletter
- ✱ South East Employers News Spring 2011
- ✱ Sheet & Tilmore Allotments Association Newsletter March 2011
- ✱ Friends of Petersfield Heath minutes of committee meeting held 8th March 2011
- ✱ South East Rural Town Partnership Newsletter
- ✱ Hidden Britain Newsletter
- ✱ Local Development Framework News Update February 2011 from Chichester Borough Council
- ✱ Minutes of East Hampshire Citizens Advice Bureau Board of Trustees of 15th February 2011
- ✱ Booklet from the South Downs Joint Committee incorporating the Committee's 2009/10 Annual Review entitled "20 Years of Achievement"
- ✱ Sheet News Issue number 36
- ✱ Direct Information Service Issue number 753
- ✱ Action News Update from Community Action Hampshire
- ✱ Rotherlands Conservation Group Spring 2011 Newsletter
- ✱ Minutes of East Hampshire District Council's Special Cabinet Meeting of 24th February 2011
- ✱ Minutes of East Hampshire District Council's South Planning Committee Minutes of 3rd March 2011
- ✱ 'What's On' in Hampshire's Museums and Archives issued by Hampshire County Council

Other Information

- 1 The next Community Forum will be held at 6.30 p.m. in the Council Chamber at Penns Place on Tuesday 5th July 2011. The remaining dates for Forums during the rest of the municipal year are scheduled for 4th October 2011 and 3rd January plus 3rd April 2012.
- 2 Community Action Hampshire has provided details of the various courses that they are running over the next 3 months.
- 3 Letters of thanks and appreciation for their recent grants have been received from the following groups and bodies:
 - Petersfield Area Neighbourhood Watch Association
 - Hampshire County Youth Band Association
 - The Petersfield Society
 - Herne Junior School
 - Petersfield Youth Theatre
 - Home-Start Butser
- 4 East Hampshire Citizens Advice Bureau has set up a new Adviceline for members of the public to contact them on. It is 08444 111306. We are asked to publicise it as widely as we can. A poster has been provided and is displayed in the Town Hall. The new number is a dedicated line for enquiries and will aim to deal with the public's questions in a more efficient way. It is also intended to make the CAB's services more accessible to people throughout the District.
- 5 Hampshire Partnership NHS Foundation Trust have written outlining the proposed developments in Adult Mental Health services provided in this area. Anyone wishing to see the correspondence or know more, please let me know.
- 6 I have received a copy of the Hampshire Local Councils Partnership Framework that has recently been signed by both Hampshire County Council and the Hampshire Association of Local Councils.

Neil Hitch
Town Clerk
28th March 2011

OUTSIDE BODIES -PETERSFIELDTOWN FOOTBALL CLUB

The first team have done moderately well this season under a new manager - currently lying in 6th place with the hope and expectation of finishing in the top four. This is important in order to qualify for selection to compete in the FA cup next season.

So....no expectation of promotion this year which, quite frankly, is a relief. Promotion into the Premiership of the Wessex league entails an improved level of floodlighting which, in truth at the moment, is financial dreamland. In fact the FA have moved the goalposts in terms of floodlighting by upgrading the floodlighting requirements for our current league. If enforced, Petersfield will not even be able to even continue in the current league. The only source of encouragement is that neither will very many others in the league. I am holding onto the belief that it is impractical and unenforceable certainly for this year.

What is really encouraging is the quality of football in the younger age groups. Merging the Town juniors with the senior club and improving the investment in coaching and training in the young ones is now beginning to tell. Last year the U.11's won the Hampshire cup the first time this has been achieved in our history and this year they did the same.

Likewise with the Youth team - we are beginning to see the investment of earlier years paying off and there is some quite excellent football being played. And of course, we now have a ladies Youth team, and they also have been enjoying considerable success.

As they are now all of one club, I'm sure you won't mind me mentioning the Town Juniors in this report. They are absolutely flourishing with new teams being formed each year and it is a delight to watch the little ones learning the game at Love Lane every weekend. Minor League tables begin at age 7..... and town juniors currently field some 24 teams from age 7 to Under 16. Most age groups now field 3 teams and, of course, all teams have managers, assistant managers, trainers etc - **all of whom are volunteers.**

A **MUST** visit is to Pennsfield over the weekend 18-19 June for the 6-a-side tournament where literally hundreds of youngsters can be seen learning how to be competitive and all in the right spirit.

As most of you will know, Petersfield hosted a game against Chelsea Veterans yesterday in the hope of raising funds for all that needs to be achieved. Regretfully, most of what was raised is unlikely to go into the coffers for improvements.....but will disappear into the day to day running of the club. No matter, it was an excellent day as

I believe the Town Mayor can verifyhe kicked off for Chelseaand got sent off in timely fashion. The weather was kind, the crowds and behaviour excellent with - as far as I am aware.....no problems with the skate park.

There were about 60-70 club members within the ground , running the car park, providing security and crowd control, running the beer tent etc. - **and all of them volunteers**. All of them willingly gave up their Sunday, with many facing the wrath of wives and Mums - it being Mothering Sunday.

To conclude: Town juniors are flourishing but Senior club is struggling and I would hope that town Council will continue to support the club in whatever way they can. But then, I speak for all of our sports clubs..... who are all representatives of our town whenever they take to the field.

Petersfield Town Council

Schedule of Payments for March 2011

Cheque Number			Net	VAT	Gross
12852	Armashield Building Society	Annual service & maintenance of fire shutters at FH & SVH	200.00	40.00	240.00
12853	Farnham Castle Newspapers	Display advert in Petersfield Herald for Council meetings	11.40	2.28	13.68
12854	G Burley & Sons	Man & van hours for January 2011	405.00	81.00	486.00
		Pitch marking for Liss Athletic - extra markings	104.00	20.80	124.80
12855	Phonographic Performance Society	Annual licence for FH, SVH & AP	584.84	116.97	701.81
12856	Travis Perkins	Gravel & shingles for car park maintenance	378.32	75.66	453.98
12857	Workplatform Ltd	Supply of parts (levelling jack) and repair to Genie (MEWP) machine for FH	820.12	164.02	984.14
12858	The Upbeat Beatles - Mr J Wilson	Return of deposit	250.00	0.00	250.00
12859	Rosemary Foundation - Anne Howson	Return of deposit	250.00	0.00	250.00
12860	HM Revenue & Customs	PAYE & NI contributions for employees	4746.33	0.00	4746.33
12861	Society of Local Council Clerks	Annual membership subscription for Town Clerk & Deputy Town Clerk	615.00	0.00	615.00
12862	A W Clear	Scrape, fill & level allotment paths at Sheet	140.00	0.00	140.00
		Clearance of saplings, gause, brambles etc around cricket square & spraying, The Heath	280.00	0.00	280.00
12863	Blackburne & Haynes	Ice cream for Moviola	62.40	12.48	74.88
12864	Cape Classic South	Wine & soft drinks for Moviola	40.75	8.15	48.90
12865	Clear Round Pest Services	Supply of 4 locakble metal bait stations, The Heath	160.00	32.00	192.00
12866	English Landscapes	Emptying of dog bins at various locations around The Town & recreation grounds	987.48	181.04	1168.52
12867	G Burley & Sons	To thin willow growth along side of the boardwalk, The Heath	260.00	52.00	312.00
12868	H Monfared (Builders) Ltd	Installation of gas central heating system, caretaker's house	3550.00	710.00	4260.00
		Replace fire exit doors - Sutton Winson offices	1450.00	290.00	1740.00
12869	Longmeadows	Repairs to Heath Pond sluice gate	872.00	174.40	1046.40
		Removal of rubbish & old trailer from Sheet allotment car park	95.00	19.00	114.00
12870	Moviola	Percentage of cinema ticket sales for February 2011 (1show)	166.67	33.33	200.00
		Percentage of cinema ticket sales for February 2011 (2 shows)	1253.12	250.63	1503.75
12871	Neopost	Annual renewal of contract for franking machine	303.00	60.60	363.60
12872	Voice Grounds Care	Second payment for In Bloom scheme	2400.00	480.00	2880.00
		Final payment for In Bloom scheme	1200.00	240.00	1440.00
12873	P W Haylor	Replace dragons tooth at Leisure Centre adjacent rugby pitches	45.00	9.00	54.00
12874	SLCC Enterprises	Regional conference for Deputy Town Clerk & MCO	130.00	26.00	156.00
12875	Travis Perkins	Wood adhesive for use at various locations	3.32	0.66	3.98
		Gravel & shingles for car park maintenance	283.74	56.75	340.49
12876	Cancelled			0.00	0.00
12877	Longmeadows	Installation of bollards to entrance of skate park, Love Lane, removal of rubbish	300.00	0.00	300.00
		Petersfield FC. re-install removed timbers from walkway & fix all planter bed timbers onsite	1710.00	0.00	1710.00

Petersfield Town Council

Schedule of Payments for March 2011

		Re-instatement of grounds surrounding skate park, interim payment	3300.00	0.00	3300.00
12878		Installation of fencing to match existing fencing that was removed, Love Lane	415.00	0.00	415.00
12879	Tom McMorran	Insurance claim, repairs to roof at Love Lane Pavilion due to theft of lead	1800.00	0.00	1800.00
12880	Petersfield Tomorrow	Grant aid payment	500.00	0.00	500.00
12881	Hampshire Pension Fund	Pension contributions for employees	3800.20	0.00	3800.20
12882	Cluson Engineering	Padlocks for various locations	28.50	5.70	34.20
12883	Hampshire County Council	Janitorial supplies for FH	150.36	30.07	180.43
12884	Neopost	Replacement ink cartridge for franking machine	121.49	24.30	145.79
12885	Office Angels	Temporary Cleaner	99.80	19.96	119.76
12886	Safesite	Temporary Cleaner	99.80	19.96	119.76
12887	Talk Talk Business	Training for safety on roof for staff	495.00	99.00	594.00
12888	UK Office Systems	Safety equipment for use on the roof	198.00	39.60	237.60
12889	P/F & District Scout Sailing Club	Annual support, contract for telephones in Town Hall offices	348.61	69.72	418.33
12890	Southern Motor Contracts Ltd	Quarterly service charge for photocopier	435.01	87.00	522.01
12891	Cancelled cheque	Grant aid payment	187.50	0.00	187.50
12892	Britten Price	Hire of van to collect tables from EHDC	68.40	0.00	68.40
12893	Cookman Brothers	Cancelled cheque	0.00	0.00	0.00
12894	EHDC	Annual service of lifts in FH	494.00	98.80	592.80
		Window Cleaning for FH,SVH,AP	345.00	69.00	414.00
		First payment of rates for SVH	714.90	0.00	714.90
		First payment of rates for AP	714.90	0.00	714.90
		First payment of rates for FH & Town Hall	10987.19	0.00	10987.19
		Grounds maintenance - High Meadow	374.82	74.96	449.78
		Grounds maintenance - The Heath, Feb 2011	1280.01	256.00	1536.01
		Grounds maintenance - Various, Feb 2011	4988.17	997.63	5985.80
		Man & Van contract, Feb 2011	3716.67	743.33	4460.00
		PATS Testing - AP	60.00	12.00	72.00
		PATS Testing - SVH	60.00	12.00	72.00
		Various Electrical work done following electrical inspection - FH	2280.00	456.00	2736.00
		Electrical socket for freezer for cinema - Rose Room	280.00	56.00	336.00
		Work carried out on doors to Sutton Winson rest area	1780.00	356.00	2136.00
		Lockups at FH for Feb 11	36.00	7.20	43.20
		Insurance policy for skatepark at Love Lane	540.00	0.00	540.00
		Return of deposit	250.00	0.00	250.00
		Return of deposit	250.00	0.00	250.00

Petersfield Town Council
Schedule of Payments for March 2011

12901	P/F Open Air Pool	Return of deposit	250.00	0.00	250.00
12902	Three Counties National Trust	Return of deposit	250.00	0.00	250.00
12903	SOCS	Return of deposit	250.00	0.00	250.00
12904	Cash	Pety Cash	150.40	0.00	150.40
Direct Debit	Veolia	Container exchange - AP & FH	265.76	53.15	318.91
Direct Debit	British Gas	Gas bill for SVH	636.21	127.24	763.45
Direct Debit	Scottish Power Energy Ltd	Electricity bill for Heath Toilets	53.20	9.30	62.50
Direct Debit	Scottish Power Energy Ltd	Electricity bill for Sheet Village Hall	53.20	9.30	62.50
Direct Debit	Scottish Power Energy Ltd	Electricity bill for Suite 3 offices (Curves)	85.11	14.89	100.00
Direct Debit	Databarracks	Online backup service for period mid January to mid February	98.00	19.60	117.60
Direct Debit	Wages & Salaries	Wages for month of March 2011	12977.95	0.00	12977.95
TOTAL PAYMENTS MARCH 2011			80326.65	6904.48	87231.13

[Handwritten Signature]
 14/4/11

East Hampshire District Council

**Notes of a Meeting of the Larger Councils' Forum held on
Wednesday 23rd February 2011, at 6.30pm in the Council Chamber, Penns
Place, Petersfield**

Present:

Cllr K Moon (Chairman)	Portfolio Holder for Finance & Assets and Southern Parishes, EHDC
Cllr K Carter	Community Forums Liaison Councillor with Town and Parish Councils
Cllr G Stacpoole	District Councillor for Petersfield (St. Mary's)
Cllr Mrs S Halstead	Chairman, EHAPTC
Mr T Groves	Clerk, Bramshott & Liphook Parish Council
Cllr Mrs D Chamberlain	Vice-Chairman, Headley Parish Council
Miss K Knowles	Clerk, Headley Parish Council
Cllr Mrs D Taylor	Chairman, Horndean Parish Council
Mrs T Predeth	Clerk, Horndean Parish Council
Cllr H Linsley	Chairman, Liss Parish Council
Mr D Bowery	Clerk, Liss Parish Council
Cllr C Jenner	Petersfield Town Council
Mr N Hitch	Clerk, Petersfield Town Council
Cllr Mrs F Thomas	Whitehill Town Council
Cllr K Cooper	Whitehill Town Council
Mrs T Bell	Clerk, Whitehill Town Council
Mr T Slater	Executive Head - Economy and Communities
Miss H Smith	Acting Elections Manager
Miss L Turner	Assistant Committee Services Co-ordinator

12. Apologies for Absence

Apologies for absence were received from Steve Parkinson, Clerk to Alton Town Council.

13. Notes of the Meeting

It was agreed that the notes of the meeting held on 6th October 2010, previously circulated, were a true record of the meeting.

14. Chairman's Points

The Chairman welcomed everyone to the meeting.

He advised that the Conservative Group had elected Cllr Burrige as Leader with himself elected as Deputy Leader. These appointments had been ratified at the

Council meeting on 13th October 2010. Cllr Burridge had asked him if he would take over responsibility as Chairman of this Forum.

There were no responses raised with regards to the action points from the previous meeting.

15. Terms of Reference

The Chairman said that having been asked to Chair this Forum he wanted to know where the Forum was going and what it wanted to achieve.

He had requested the Terms of Reference from Democratic Services but was surprised and disappointed when he learnt that none existed.

His understanding was that the Forum had primarily been set up because various members of this Forum had asked for meetings on a formal basis to discuss issues which needed to be addressed. The Chairman felt there were a number of questions raised which could have been dealt with outside of the meeting.

The Chairman proposed to identify two or three people who could draft some Terms of Reference which would be ratified at the next meeting. Officers and the Chairman could then review these draft Terms of Reference and circulate them in order to receive other Members' view points.

A number of comments/questions were raised including: (*answers are in italics*)

- It was believed that the Forum was created as there was considerable interest in divulging services such as the management of playgrounds and litter picking which affected the larger Parishes;
- It needed to be determined what 'Larger Council' meant. Smaller Parishes were feeling left out and there was confusion as to why it was only the larger Councils. These issues related to all Town and Parish Councils;

All Town and Parish Councils had a vital part to play and some of the smaller Parishes had significant amenities. When forming the Terms of Reference, the membership needed to be established.

- There needed to be synergy between the Terms of Reference and the Localism Bill;

There had to be a clear understanding of what the Forum was trying to achieve anticipating the Localism Bill.

- Large referred to the size of the Councils and was a Forum for them to have a debate about the issues which affected them the most. It was felt it was

of benefit debating these issues rather than simply receiving answers to questions that have been raised. Formal Terms of Reference were welcomed; and

It was felt that burning issues should be dealt with on an ongoing basis. Issues raised needed to be more substantive items to debate.

- Mrs Trish Bell, Clerk to Whitehill Town Council, felt that these issues could be overcome if her District Councillors were more active. The Town Council asked for feedback from the District Councillors on their agendas but did not always receive it.

The Chairman believed that as a District Councillor, it was his responsibility to liaise with the Parish Council and was concerned that colleagues in his group were not participating with their Town or Parish Councils. He would draft a note to send to District Councillors stating that if they were not getting involved, they should consider doing so and representing their community.

However, there were Council and Cabinet meetings on the calendar that Town and Parish Councils were more than welcome to attend. Community Forums had Parish Councillors on the table. It was not a one-way street and Town and Parish Councillors had the responsibility to feed in as well. All the meeting dates, agendas and minutes could be found on the EHDC website.

Members of the Forum understood what they were trying to achieve and agreed that Terms of Reference be drafted.

The Chairman asked for volunteers to draft these Terms of Reference. These volunteers were Mrs Bell, Mrs Tracy Predeth, Clerk to Horndean Parish Council and Mr Neil Hitch, Clerk to Petersfield Town Council.

Parish Cllr Linsley felt that it would be better to have someone other than Clerks.

The Forum agreed this and the Chairman asked that Cllr Carter co-ordinate a group to draft a Terms of Reference by mid/end May 2011 and for these to be looked at by Tim Slater and Cllr Moon.

Action:

- (i) **Cllr Carter to co-ordinate the start and finish group to draft some Terms of Reference for this Forum.**

16. Local Strategic Partnership (LSP)

Tim Slater, Executive Head (Economy and Communities) updated the Forum in respect of the LSP. The key update was that Nick Wilson from Liss was the new Chairman. He was a consultant working across the Education sector.

The LSP was an opportunity for partners to come together and deliver services and expertise and look at how to deliver services in the future.

17. Feedback on Prospective Councillor and Trailer Events

Hannah Smith, Acting Elections Manager provided feedback on the Prospective Councillor and trailer events. It had started in January 2011 in Whitehill which was a very interactive session.

This was followed by a Prospective Councillor Event held in the evening in Petersfield in the Council Chamber which was well attended.

Trailers had also been going around various towns so information could be passed out District wide. Firstly there was a joint event held with Havant Borough Council where leaflets were distributed. The trailer then moved to Alton Market, and Petersfield Market the weekend after. On Saturday 26th February, the trailer would be in Bordon and the weekend after it would be outside Morrisons in Horndean. The final event would be a Prospective Councillor evening at Alton House Hotel on 9th March 2011.

A number of comments/questions were raised including: (*answers are in italics*)

- Were the Elections team aware of whether or not there were vacancies and therefore concentrating on those areas in particular?

The events were spread across the District and not just focused on certain areas.

- A Parish Councillor who attended the Prospective Councillor event held in Petersfield felt that it had been a lost session. He was disappointed with public attendance and felt that there were too few people - most of them seemed to be District Councillors. There was nothing for Parish Councillors. Two Councillors had spoken at the event and it was clear that they had not communicated with one another.

Posters had been sent to Clerks to display as well as to pubs and Post Offices. Nomination packs were also available and were handed out at events.

Unfortunately, one Town Clerk was unable to attend the event due to prior work commitments, otherwise they would have represented the sector.

- The event held in January 2011 in Whitehill was organised by Hampshire Association of Local Councils Ltd (the ALC). There had not been enough cohesion between ALC and the District. The District was willing for it to be a joint event but the Chief Executive of ALC was not so keen on this idea; and
- It was suggested that these events should have been mid-term.

18. The Localism Bill

Tim Slater advised the Forum that the Localism Bill was not enacted; there would be legislation later this year. It was an opportunity and tied into the existing work of the Council.

A number of comments/questions were raised including: (*answers are in italics*)

- If the Localism Bill becomes an Act, there would be a funding gap;
- It was imperative that current funding came with the Localism Bill and expenditure was not left with the Town and Parish Councils; and
- The District Council started its Budget processing earlier than Town and Parish Councils. It was important they were kept in the loop to avoid any surprises.

The District had a 23 month cycle for presenting the Budget. It was a very complicated process and was set well in advance.

The Chairman had attended training regarding the Localism Bill and was fearful people were picking up the wrong idea. The wider community believed they could dictate what was built and what was not. Yes, they had a say, but provided it did not conflict with local and national policy.

19. Funding the Gap

Some Town and Parish Councils were already seeing the effects of cutting away Budgets. The Town and Parish Councils were being seen as the 'saviour' to provide the funds.

Cllr Moon advised that he would be presenting the Budget to Council on Thursday 24th February 2011 and everyone was more than welcome to attend and it was an opportunity for them to look at the detail. All of the organisations which had been affected such as the Citizens Advice Bureau (CAB) and partner organisations had been communicated with well over a year ago.

A number of comments/questions were raised including: (*answers are in italics*)

- There was a lot of angst. When grants have been cut by EHDC, organisations approached the Town and Parish Councils for funding and if they were unable to provide that funding, they are seen as the 'rogues'. Services in areas were being cut and it was causing unrest;
- Town and Parish Councils still had a responsibility to their electorate. It would not be fair if EHDC froze Council Tax and the Town and Parish Councils did not freeze their precept. They picked up the 'flack' and were seen as the last resort;
- It would be helpful if EHDC made it clear through the press why Town or Parish Councils had to put up their precept. Town and Parish Councils needed help from EHDC to explain this to the public; and
- Town and Parish Councils took their time to consider grants and were looking at alternative ways to provide it. They understood that there was a problem but it was how to provide it in the best and most cost effective way.

It had been a particularly difficult year and had the Council not been faced with the extra £1.1 million deficit, it would have been reasonably comfortable. All of the decisions made had been discussed months in advance. 2011/2012 was always going to be a devastating year for the Authority and provisions had been made and a large amount of work carried out to protect itself, somewhere along the line savings had to be made.

20. Questions and Answers

The Chairman asked the Forum if it had any queries in relation to the Officer's responses on the question and answer sheet which had been circulated with the agenda.

- Mrs Bell wanted to thank Rebecca Mundy, Contracts Supervisor from EHDC. She had been out to visit Whitehill Town Council to explain the Joint Environmental Services in more detail than was provided in the answer sheet. She thought she was a 'sterling member of staff';
- With regards to the response for 'Fall off in Council Services', Mrs Bell said that although there were dedicated street cleaning operatives, bins were overflowing. She had asked for more litter bins and felt that she constantly had to chase for a service which was not being provided. Why should she have to do this when there was already a contract in place which was not being adhered to?

It was suggested that Mrs Bell spoke to her District Councillor as they were able to have an influence and ask the Officer concerned what they were going to do about it. She should remain vigilant and keep making phone calls.

- Mrs Bell asked if any other Members of the Forum were having issues with cars parked in lay-bys. There was a 30 minute time limit but cars were being left with 'For Sale' signs in them;

From December 2011, this was to be dealt with by the Council and not the Police. EHDC had been working on this vigorously in conjunction with Havant Borough Council who had already done this.

- Town Cllr Jenner said that Petersfield had serious problems with on-street parking and the High Street and Petersfield Square were not enforced. The Residents' Parking Scheme was also not being policed. The next batch of parking permits were due out and disgruntled residents did not feel they should pay the £25 per year for a permit when commuters and shop workers park down their roads and it is not being policed. The problem was particularly apparent in the centre of Petersfield – Charles Street, Windsor Road and Winton Road;

- Mr Hitch was concerned that the travel tokens were only usable up until 30th April 2011. Could this be extended?

- Which taxi firms were involved in the travel token scheme?

- As District Councillor, Cllr Carter's ward encompassed 40 square miles. As Parish Councillor, it was 30 square miles. His criticism was that his residents were entitled to tokens but these areas did not have much in the way of buses. However, they had a good train service, but the tokens could not be used for the trains; and

EHDC would have preferred HCC to re-delegate the control of travel tokens back to them. However, it was the Government's decision that it was given to HCC.

- Given the vast differences in transport provision across Hampshire, Mr Tony Groves, Clerk to Bramshott and Liphook Parish Council, asked if representation could be made to HCC to review the concession with the possibility of providing a more flexible arrangement in the future.

EHDC had lobbied without success. It would require a petition of 32,000 to 42,000 signatures to make a statement to Council at HCC.

It was therefore suggested that travel tokens should be a future item for the next meeting and a HCC representative asked to attend.

Actions:

- (i) To find out from the Streetcare Service if logs are recorded in relation to problems with litter for specific areas;**
- (ii) To find out the situation from the Parking and Traffic Management Team regarding Traffic Warden patrols in the centre of town;**
- (iii) Contact Hampshire County Council to find out which taxi firms are included in the travel token scheme; and**
- (iv) Travel tokens to be included as an item for the next meeting with a representative from HCC asked to attend.**

21. Any Other Business

The Chairman went around the table asking Members of the Forum if they had any other business.

- Mr Dick Bowery, Clerk to Liss Parish Council, wanted to express his thanks to Greg Hutton-Squire, Contract Supervisor from EHDC. He had supported Liss Parish Council with an ongoing issue regarding one resident displaying an illegal sign and thanked him for his time and effort. Parish Cllr Linsley endorsed this; and
- The Forum thanked EHDC for the waste collection service they had provided before Christmas, despite the bad weather. Residents had been kept well informed on the website and lessons had clearly been learnt from previous years for both EHDC and HCC for dealing with the snow.

Action:

- (i) Thanks passed on to Greg Hutton-Squire from Liss Parish Council; and**
- (ii) A letter sent to EHDC and HCC on behalf of the Forum to thank them for their efforts during the bad weather.**

11. Date of Next Meeting

The Chairman thanked everyone for attending the meeting and confirmed that the next meeting would take place on Wednesday 2nd November 2011, at 6.30pm in the Council Chamber, Penns Place, Petersfield, GU31 4EX.

The meeting closed at 8.08pm.

.....Chairman

Actions from February 2011 Meeting

Action: To find out from the Streetcare Service if logs are recorded in relation to problems with litter for specific areas.

The Streetcare Service keep logs of the complaints regarding street cleaning and litter bins and last year four logs were raised in Whitehill. These were:

- 5219 – 13/10/2010 several overflowing bins
- 5209 – 13/10/2010 several overflowing bins Conde Way/Forest Road
- 3318 – 30/07/2010 overflowing bin
- 2651 – 06/07/2010 overflowing bin

The bins on 13/10/2010 were raised with our contractor and occurred when the dedicated member of contract staff was off and the contractor was playing catch up. As a result, they had been missed and the situation had to be rectified.

Mark Bailey – Streetcare Manager EHDC

Action: To find out the situation from the Parking and Traffic Management Team regarding Traffic Warden patrols in the centre of town.

An interim solution was put in place between Hampshire Constabulary and East Hampshire District Council to ensure Police Officers spend time devoted to parking enforcement. Arrangements are in place between the District Council and the Police until December 2011, when EHDC is planning to take over full control of on-street car parking, to enforce parking regulations.

These interim arrangements mean that Police are spending a set amount of time each week devoted to stopping parking infringements. The Police are conducting shifts dedicated to parking enforcement rather than incorporating it alongside all of their other duties. Outside of the dedicated hours, Police Officers are also continuing to do what they can while out on normal patrols.

As a result of this partnership, the Police have issued just under 500 Fixed Penalty Notices since the operation began in July 2010.

Jon Sanders – Facilities Manager, EHDC

Action: Thanks passed on to Greg Hutton-Squire from Liss Parish Council.

An email was sent on 28/02/2011 to Greg Hutton-Squire and copied to his Line Manager, David Feltham.

3rd March 2011

Larger Councils' Forum – Actions from February 2011 Meeting

Action: A letter sent to EHDC and HCC on behalf of the Forum to thank them for their efforts during the bad weather.

Letters have been sent to Mr Brian Turner, Environmental Contracts Manager at EHDC and Mr Stuart Giddings, Highways Manager at HCC expressing the Forum's thanks for their outstanding efforts during the severe weather conditions during December 2010.

NEW MANAGEMENT ARRANGEMENTS AT WINTON HOUSE CENTRE

Since quite inadvertently becoming involved with Winton House and the Petersfield voluntary Centre some 9-10 years ago, this Council has been very generous in Gift Aid contributions contributions that have proved absolutely vital to the survival of a very valuable Petersfield asset. For this reason i think it right and proper that Council should be aware of the major administrative changes that are currently in progress.

Until now PVC has been run by two charities and two boards of trustees..... The Winton House trust who are the landlords....and the Petersfield Voluntary centre who are the tenants of the ground floors responsible for the Pop Inn and running the everyday affairs of Winton House.

30 year ago, in 1981, two identical leases were signed by the Trustees....and a subsequent 30 year lease given to the Petersfield Housing Association for the nine flats on the first and second floors. That lease runs out in July of this year...and the Housing Association decided some 18 months ago that that they did not intend to renew their lease due mainly it seems to the extensive internal repair work now required to make the flats habitable and bring them up to standard.

In view of this it was agreed by both sets of trustees that as the objects of both charities were almost identical, it would make absolute sense to merge both charities in to one incorporated charity - Limited by Guarantee - with a Board of Directors instead of trustees, and this is something that has occupied the minds and energies for many of us over the past 18 months.

There was however a major consideration to a smooth merger. Quite serious and extensive repair work was identified in both first and second floors - work that involved the removal of floors and replacement of support beams - and work that had to be completed before the flats could be repopulated.

The cost of this work has settled at around £143,000 including all work and consultancy fees. Most of the funds for this work have been sourced through an existing endowment fund...with a large contribution from the Petersfield Housing Association who...of course...have enjoyed a very beneficial and generous rental deal over the last 30 years.

Planning and Building Regulations are - as far as I am aware - on course, and it is hoped to commence work in August with a completion date of the end of October. Once completed, the 9 flats will have been reduced to 8 and will be rented out at normal

commercial rates. The business plan recognises that it will take some 6.5 years to recoup this expenditure and replenish the endowment.

A resolution was carried at the Winton House AGM in January to dissolve the two existing charities no later than 30th June of this year, and a single charity company... limited by guarantee formed at the same time. In fact, that happened last Friday - April 1st and the company is now in the hands of an interim executive of four directors two each from the previous boards of trustees. A full Board of Directors will be appointed in May.

Obviously with the huge expenditure now needed to keep this fine old building going, funding from all sources is going to be even more critical than ever over the next few years, and it is hoped that the Town Council will continue to look very favourably upon Winton House and continue to provide vital financial support to the new Winton House Centre