

PETERSFIELD TOWN COUNCIL

A meeting of the Petersfield Town Council was held at the Town Hall, Petersfield on 6 June 2011.

PRESENT: Cllr Ms M Vincent (Deputy Town Mayor), Cllr R Ayer, Cllr G Budden, Cllr V Clarke, Cllr Ms J Dickinson, Cllr Mrs L Farrow, Cllr Mrs S Harwood, Cllr P Marshall and Cllr C Mills

ALSO IN ATTENDANCE: Mr N Hitch (Town Clerk), Mrs S McMorrان (Deputy Town Clerk), Cllr Mrs H Ayer (EHDC Councillor), Cllr J West (HCC & EHDC Councillor), Hampshire Constabulary, Petersfield Post and 3 members of the public.

C 0079 TOWN MAYOR'S REMARKS

The Deputy Town Mayor had no remarks.

C 0080 APOLOGIES FOR ABSENCE

An apology for absence was received from Cllr Watkinson.

C 0081 DECLARATIONS OF INTEREST

No declarations were made.

C 0082 APPROVAL OF MINUTES

RESOLVED that the minutes of the meeting of the Petersfield Town Council held on 16 May 2011 be approved.

C 0083 PLANNING COMMITTEE REPORT

RESOLVED that the minutes of the Planning Committee meetings held on 17 May 2011 be received.

C 0084 PUBLIC REPRESENTATION

Mr Nik Ashton of Petersfield Youth Theatre was pleased to announce that the Youth Theatre had been shortlisted for the Jubilee Peoples Millions, with voting commencing on the day of the television report on Meridian Evening News, 28 June 2011. Voting would be by phone and Mr Ashton hoped that Councillors would act as ambassadors for the Youth Theatre to encourage votes. The phone number for voting would not be available until 9 am on 28 June 2011 so the Youth Theatre were asking people to go to pyt.org.co.uk to register their email address and once the phone number was released they would be contacted via email with the number. People could vote up to 10 times each at a cost of 10p. Finally Mr Ashton asked everyone to support the Petersfield Youth Theatre by encouraging people to vote on 28 June 2011.

Mr John Crowhurst commented how nice the table and chairs (from EHDC) looked in the Council Chamber. He went on to advise that he had witnessed a fall of an elderly lady, due to the poor state of the surface of the Square. He wondered if it was EHDC or Havant's responsibility. He voiced the opinion that EHDC had lost its identity for many people and he felt it was a dreadful

state of affairs. He urged the Town Council to take the matter of the poor state of the surfaces on the Square up with the District Council.

Mr Crowhurst was asked if he had contacted his ward councillors regarding this matter. Mr Crowhurst replied that he did not think this was a matter for an individual to take up but that the Town Council should take this matter up with the District Council.

C 0085

COUNTY COUNCILLOR'S REPORT

Cllr West advised that he had arranged a meeting with HCC Officers regarding the provision of a footpath to the east side of Bell Hill and would keep members informed of progress. Cllr West also advised that it was likely that a Speed Limit Reminder sign would be available for Bell Hill (and other sites in Petersfield on a rotation basis) in the near future.

Cllr Clarke advised that there had been a number of recent reports about the Care Provider, Southern Cross, who were in financial difficulties. The Association of Directors of Adult Social Services had been aware of the situation for some time and had been having high level discussions to come to a solution.

Hampshire was affected in that there are around 200 clients across 12 homes run by them in the County. There has been a risk assessment undertaken on the 12 homes, and the County's preferred option was to support residents where they are, if possible. If, for whatever reason, a care home has to close then residents will be fully supported - there is no possibility of anyone finishing up on the street.

Cllr Clarke went on to advise that dates for the mobile library had been published. The mobile library service would cease in areas that were within 3 miles of a Library. The service would now cover Froxfield, Greatham, Hawkey (Tuesday), Liss (Tuesday and Friday), Liss Forest (Tuesday), Privett (Thursday) and Steep Marsh (Tuesday). The service was monthly apart from Liss which was weekly.

C 0086

DISTRICT COUNCILLORS REPORT

Cllr Ayer advised that the Licensing Committee had approved an increase to the Taxi Fares, including retention of the fuel surcharge with the threshold of £1.50 per litre and the removal from extra charges for hires between 23:00 and 06:00. It had also been approved that a public consultation take place to adopt legislation that would allow the Licensing Authority to have more powers regarding a new category of sex establishments called Sexual Entertainment Venues. These are expected to include lap, pole and table dancing, strip, peep and live sex shows. The current categories are sex shops and sex cinemas - there are none in the District.

Cllr Mrs Ayer advised that some repairs had been carried out on The Square. She was aware that the crossing points were in a bad state and she would speak to Officers regarding this matter again.

She went on to outline the new Community Forum arrangements. This change was to make the Forums more effective, to respond to the Localism Agenda and the "Big Society", to give a clear route map for Town and Parish

Plans and to share the same data to achieve more together rather than in isolation. The first part of the meeting would involve District, County and Town/Parish Councillors and residents who might put projects forward or provide input for projects already being looked at.

The Town needed to be involved with the development of the Community Action Plan. All Councillors should look at the Town Design Statement (TDS) and its recommendations. They should also be aware of other projects that might come forward.

The Forum would agree and prioritise strategic projects that might be high value or be impacting on several parishes, monitor delivery of projects on the Community Area Action Plan and lobby delivery organisations if there were blockages.

Petersfield Town Council needed to appoint a representative and deputy to be involved and if it is a Petersfield Project then they needed to be involved with the support panel that considers proposals at an early stage. This support panel would consist of the Community Project worker, Voluntary Sector representative, Local Parish/Town representative and the Portfolio Holder. Other representatives would be invited to attend depending on the nature of the project.

The Town Clerk advised that he intended to make the appointment of a representative and deputy an agenda item for the Finance and General Purposes committee meeting scheduled for 23 June 2011.

Cllr Mrs Ayer advised that the Town/Parish representative should not be a member of another local authority.

Cllr Mrs Ayer went on to report that meetings had been held with South West Trains regarding the plans to fell the trees at the Station. A Planning application was not needed for this work; South West Trains only had to notify EHDC. However at the meeting the plans were amended to consist of removal of the Silver Birch and the two Beech trees and for pruning of the remaining trees to take place. It was hoped that this would be agreed by South West Trains. Cllr Mrs Ayer also advised that funding to improve the area may be available from the South Downs National Park as the area was a gateway (via public transport) to the National Park. Improvement to this area was also in the Town Design Statement.

Cllr West advised that he was pleased the travellers at Bell Hill Recreation Ground had moved on.

The Town Clerk asked the police how the Skate Jam had gone from a policing view over the weekend. WPC Toogood advised that it had been a fantastic day, not with huge numbers and that all the young people attending had been very well behaved.

C 0087

COMMITTEE REPORTS

(a) Grounds Committee

RESOLVED that the minutes of the meeting held 19 May 2011 be received.

(b) Public Halls Committee

RESOLVED that the minutes of the meeting held 23 May 2011 be received

(c) Finance and General Purposes Committee

RESOLVED That the minutes of the meeting held 26 May 2011 be received

F 0072a/G 0049a The Heath - Circus

RESOLVED that permission be given for a Circus to be held on The Heath 15 - 19 April 2012 with performances from 17 - 19 April 2012 with the Town Clerk to negotiate the fee with the operator. The operator to liaise with the Maintenance Contracts Officer regarding details of the event

F 0072a/G 0053 Refurbishment of play sites

RESOLVED that the Heath Toddler play site scheme from Greenspan in the sum of £45,632 be approved with a bid to be made for Developers Contributions

It was also

RESOLVED that the Bell Hill play site Toddler area scheme from Greenspan in the sum of £40,984 and the Older Children's area scheme in the sum of £20,350 be approved with a bid to be made for Developers Contributions subject to a consultation event held in conjunction with Greenspan.

F 0072b/PH0064 Solar Panels Town Festival Hall Roof

RESOLVED that the Town Council allocate approximately £40,000 from capital receipt reserves for the Solar Cell system on roof 1 of the Town/Festival Hall and that three quotations be obtained for this work.

F 0073 Grants Panel

RESOLVED that the following members be elected to sit on the Grants Panel:
Cllrs Budden, Mills and Mrs Harwood

F 0075 Appeals Panel

RESOLVED that the following members be elected to sit on the Appeals Panel:
The Town Mayor, Cllr Clarke and Cllr Mrs Harwood with Cllr Ms Dickinson as stand-in deputy

C 0088 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 0089 REPRESENTATIONS ON OUTSIDE BODIES

The Town Mayor reminded those present that notification that a report was to be given should be made to the Town Clerk (prior to the agenda being issued to allow the item to be detailed for the public).

Cllr Vincent - Petersfield in Bloom

Cllr Vincent advised that the entry closing date was 1 July 2011 and that judging would take place on 14 July 2011. Entry forms had already been received, which boded well for a good competition.

Cllr Ayer - Petersfield Town Partnership

Cllr Ayer advised that the Town Partnership were represented at the Project Group meeting of the Petersfield Consultation Project on Thursday 19 May 2011. He believed that the next Steering Group meeting would be on 16 June 2011, which he would attend as Petersfield Tomorrow Chairman.

The South Downs National Park consultation event at the Food Festival on Saturday advertised stakeholder workshops on Saturday 2 July and Saturday 23 July. The first workshop would obtain as much information as possible to then feed into option generation; the second workshop that the vision reflects and articulates the shared aspirations leading to a refined spatial strategy.

C 0090 SCHEDULE OF PAYMENTS MADE IN MAY 2011

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

C 0091 FINANCE:

a. Internal Auditor's report for year ending 31 March 2011

RESOLVED that the Internal Auditor's report for year ending 31 March 2011 be received and approved.

b. Town Council Annual Accounts for the Year Ended 31 March 2011

RESOLVED that the Town Council Annual Accounts for the year ended 31 March 2011 be received and approved.

c. Accounting Statements and Annual Governance Statement - Annual Return

RESOLVED that the Accounting Statements and Annual Governance Statement for the Annual Return for the year ending 31 March 2011 be received and approved.

C 0092 SHEET COMMUNITY GOVERNANCE REVIEW

Members received correspondence from EHDC regarding consultation on the Sheet Community Governance Review. Views of the Town Council were sought with the closing date of the first consultation period being 29 July 2011. Two drop in events were also being held at Sheet Village Hall on 11 June 2011 from 1.30 pm to 4.30 pm and The Festival Hall on 13 June 2011 from 5.30 pm to 7.30 pm.

Members were concerned at the lack of information in the correspondence. Concern was also raised at the scope of the size of the proposed new parish. It was felt that some residents within the new parish would not think they lived in Sheet at the current time. There were no details of the financial implications.

District Councillors advised that the consultation should answer most of these questions and that it was expected that a further consultation would be held with the Town Council once this consultation had taken place.

The Town Clerk advised that he had been given no information on whether the Town Council would be given the opportunity to debate the matter once the first part of the consultation was finished. He also advised that he thought the decision would be made by EHDC. Whether the Town Council would be asked to comment prior to this decision he did not know.

Members felt that the financial implications of this matter needed to be made clear. District Councillors advised that the precept would be set by EHDC for the first year. Once again it was commented that some of the proposed houses were not in Sheet.

RESOLVED that this matter be discussed at the July meeting of Council following attendance at the schedule consultation drop in events which members would endeavour to attend.

There being no further business the meeting closed at 7.33 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:

- * The East Hampshire Community Safety Partnership Newsletter for January to March 2011
- * East Hampshire District Council's South Planning Committee minutes of 28th April 2011
- * Minutes of East Hampshire Citizens' Advice Bureau Finance and Resources Sub-Committee of 11th May 2011
- * Minutes of Petersfield Town Partnership Management Committee of 16th March 2011.
- * Countryside Voice magazine from Campaign to Protect Rural England
- * Canine Partners Magazine
- * Direct Information Service Issue number 758
- * Minutes of the East Hampshire District Council meeting of 18th May 2011.

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. East Hampshire Citizens Advice Bureau has written expressing their gratitude to the Council for its ongoing financial support of them during these difficult times having received the first tranche of their annual grant.
3. Minutes of the Petersfield Spatial Strategy project Team Meeting of 6th May 2011 are available for anyone that wishes to see them or request a copy of them. The Strategy has been commissioned by East Hampshire district Council in conjunction with the South Downs National Park Authority and is being managed by David Lock Associates.
4. Correspondence has been received from West Sussex County Council updating us on their Minerals and Waste Development Framework. A decision has been made to create a separate 'Waste Plan' and 'Minerals Plan' covering the period to 2031 which will be done in conjunction with the South Downs National Park Authority. A short list of preferred waste sites is provided for each of the districts within the authority.

Neil Hitch
Town Clerk
27th May 2011

Petersfield Town Council
Schedule of Payments for May 2011

Cheque Number			Net	VAT	Gross
12967	Hampshire Pension Fund	Pension contributions for employees	3837.73	0.00	3837.73
12968	Cape Classic South	Wine & soft drinks for Moviola cinema	33.80	6.76	40.56
12969	Chartered Institute of Public Finance & Accountancy	Annual subscription	145.00	29.00	174.00
12970	Clear Round Pest Services	Annual pest control contract	380.00	76.00	456.00
12971	Earth Anchors Ltd	Anchored Forest Saver memorial seat on The Heath (to be invoiced on)	550.95	110.19	661.14
12972	Farnham Castle Newspapers	Display advert in Petersfield Herald for council meetings	11.40	2.28	13.68
12973	G Burley & Sons	Man & van hours	405.00	81.00	486.00
12974	Lowes Guarding Service	Grounds maintenance, additional hours to mark out pitch for Liss Athletic	104.00	20.80	124.80
		Security & dog for Love Lane Sports Ground, 26 & 27 March 2011	140.00	28.00	168.00
12975	Lighthouse UK Ltd	Lockups for Festival Hall in March 2011	180.00	36.00	216.00
12976	Meon Cleaning Services	Vinyl for sign making machine	347.50	69.50	417.00
12977	Petersfield Cricket Club	Cleaning of 8 bus shelters, Town Square, Causeway, Borough Road, Dragon Street	155.00	31.00	186.00
12978	Regal Environmental Systems Ltd	Grant aid for grounds maintenance on The Heath Cricket pitch	5500.00	0.00	5500.00
12979	Jeremy Holmes	Annual service & maintenance of air conditioning systems	375.00	75.00	450.00
12980	East Hampshire CAB	Return of deposit	250.00	0.00	250.00
12981	Winton House Centre	Grant aid payment	6000.00	0.00	6000.00
12982	HM Revenue & Customs	PAYE & NI contributions for employees	1000.00	0.00	1000.00
12983	A W Clear	Thin undergrowth on the Heath adj cricket pitch spraying of herbicide for Friends of P/F Heath, on behalf of Town Council	4811.44	0.00	4811.44
12984	H Monfared (Builders) Ltd	Repair lock on ladies toilets on The Heath	280.00	0.00	280.00
12985	Longmeadows	Watering of turf on 3 occasions at Love Lane	98.10	19.62	117.72
12986	Performing Rights Society	Return of turf on 3 occasions at Love Lane	255.00	0.00	255.00
12987	RBS Software Solutions	Return for performing rights charges - to be passed to hirers of hall	1087.32	217.47	1304.79
12988	SAS Playgrounds Ltd	Annual support & maintenance contract	553.00	110.60	663.60
		Inspections of playgrounds completed on 14 April 2011	270.00	54.00	324.00
		Paddock Way, supply & fit slide chute to replace damaged one. Borough Hill, replace damaged seats on swing	818.33	163.67	982.00
12989	Emma Gilthro	Return of deposit	150.00	0.00	150.00
12990	Mr A Burnett	Return of deposit	650.00	0.00	650.00
12991	Auditel	Services in investigating reduction of electricity bill for Town Hall	121.75	24.35	146.10
12992	Blackburne & Haynes	Ice cream for Moviola cinema	31.20	6.24	37.44
12993	Cape Classic South	Wine & soft drinks for Moviola cinema	34.30	6.86	41.16
12994	TDG Marketing Ltd	Distribution costs for PTC News	300.00	60.00	360.00

Petersfield Town Council
Schedule of Payments for May 2011

12995	Hampshire County Council	Janitorial supplies for FH & AP	231.18	46.24	277.42
12996	Moviola Ltd	Percentage of ticket sales for Moviola in April 2011	403.13	80.62	483.75
12997	National Assoc. of Local Councils	Annual subscription fees	105.00	0.00	105.00
12998	Novatech	Purchase of computer equipment for Town Hall offices	40.82	8.16	48.98
12999	Stage Services	Inspection & test of stage rigging & additional purchase of ropes	1781.00	356.20	2137.20
13000	Society of Local Council Clerks	Various manuals purchased on finance & Parish Councilors Guide	345.50	0.00	345.50
13001	UK Office Systems	Annual Service & maintenance agreement for fax machine	100.00	20.00	120.00
13002	P/F Town Juniors	Return of deposit	250.00	0.00	250.00
13003	Mr D Ramsay	Return of allotment deposit & rental	75.65	0.00	75.65
13004	Fisher Alvin Ltd	Purchase of Stage lifts for FH	35.99	7.21	43.20
13005	Scottish Widows Bank	Bank transfer for investment	100611.50	0.00	100611.50
13006	Hampshire Pension Fund	Pension contributions for employees	3727.84	0.00	3727.84
13007	Neil Hitch	Travel costs for communities in Action conference	31.50	0.00	31.50
13008	Cape Classic South	Soft drinks & wine for Moviola Cinema	20.50	4.10	24.60
13009	G Burley & Sons	Grounds maintenance, High Meadow, April 2011	250.00	50.00	300.00
		Grounds maintenance for Man & Van contract - April 2011	3921.10	784.22	4705.32
		Grounds maintenance, The Heath, April 2011	1350.41	270.08	1620.49
		Grounds maintenance, various sites, April 2011	5262.51	1052.50	6315.01
13010	JMS Janitorial Supplies	Janitorial supplies for FH	82.20	16.44	98.64
13011	Southern Fire Protection	Purchase of lighting for various exits in FH, Green room & Boulter Mossman & emergency lighting	990.00	198.00	1188.00
13012	Staples UK Ltd	Ink cartridges for printers in Town Hall offices	99.98	20.00	119.98
13013	P/F Museum	Return of deposit	250.00	0.00	250.00
13014	Home Start Butser	Return of deposit	150.00	0.00	150.00
13015	Mr R Wood	Return of deposit for allotment plus rental	70.95	0.00	70.95
13016	Cash	Petty Cash	113.38	0.00	113.38
13017	Acorn Office Supplies	Stationery order for Town Hall offices	145.96	29.21	175.17
13018	Cluson Engineering Ltd	Workwear for staff	27.00	5.40	32.40
13019	CPRE	Annual subscription	29.00	0.00	29.00
13020	Colin Williams	Inspection & examination of Town/FH roof & written report	1700.00	0.00	1700.00
13021	English Landscapes	Empty dog bins, various locations	987.48	197.50	1184.98
13022	G Burley & Sons	Grounds maintenance, Penns Farm & pitches	1155.00	231.00	1386.00
		Grounds maintenance, sports pitch spiking, fortnightly, Love Lane & Penns Farm	5040.00	882.00	5922.00
		Grounds maintenance, treatment of Japanese Knotweed, Love Lane	215.00	43.00	258.00
		Grounds maintenance, man & van hours	427.32	85.46	512.78

Petersfield Town Council
Schedule of Payments for May 2011

13023	National Assoc. of Local Councils	National Assoc of Councils annual magazine subscription	15.50	0.00	15.50
13024	Hazards Publications	Annual subscription of Hazards Magazine	13.50	0.00	13.50
13025	Lowes Guarding Service	Security officer & dog, Love Lane (Bank Holidays & weekends)	1240.00	248.00	1488.00
13026		Lockups for Festival Hall in April 2011	108.00	21.60	129.60
13027	Lucion Environmental	Analysis of asbestos bulk sample, Heath Kiosk	15.00	3.00	18.00
13028	Moviola Ltd	Percentage of ticket sales for Moviola in May 2011	166.67	33.33	200.00
13029	Screwfix Direct	Screwdrivers & various screws for use in FH & other locations	8.96	1.77	10.73
13030	Staples UK Ltd	Stationery order for Town Hall offices	12.27	2.45	14.72
13031	Safety Glazing Ltd	Supply & fit new window to AP outside toilet	120.50	24.10	144.60
13032	Travis Perkins	Latch for gate and new pole, Heath	9.88	1.98	11.86
13033	VoxIT	Annual server & desktop support & software maintenance contract	1500.00	300.00	1800.00
	Christine Quayle (Daer)	Return of deposit	150.00	0.00	150.00
	Vodafone	Mobile phone bill for MCO, FH Manager, caretakers of halls	82.13	16.42	98.55
	Southern Electric	Electricity bill for AP	263.49	13.17	276.66
	Veolia ES Onyx	Container exchange AP & Town & FH	276.32	55.26	331.58
	Eden Springs	Bottled water supply for Town Hall offices	33.38	6.68	40.06
	Vodafone	Mobile phone bill for MCO, FH Manager, caretakers of halls	82.43	16.48	98.91
	Southern Electric	Electricity bill for Festival Hall	896.58	179.31	1075.89
	British Gas	Gas bill for Festival Hall	273.70	54.74	328.44
	Southern Electric	Electricity bill for Festival Hall	755.42	151.08	906.50
	Scottish Power Energy Ltd	Electricity bill for Heath Toilets	53.20	9.30	62.50
	Scottish Power Energy Ltd	Electricity bill for Sheet Village Hall	53.20	9.30	62.50
	Scottish Power Energy Ltd	Electricity bill for Suite 3 offices (Curves)	85.11	14.89	100.00
	Wages & Salaries	Wages for month of May 2011	13100.87	0.00	13100.87
		TOTAL PAYMENTS MAY 2011	178218.83	6778.54	184997.37

Susan McMoran

2.16/11