

PETERSFIELD TOWN COUNCIL

A meeting of the Petersfield Town Council was held at the Town Hall, Petersfield on 3 October 2011.

PRESENT: Cllr G Watkinson (Town Mayor), Cllr R Ayer, Cllr V Clarke, Cllr J Dickinson, Cllr Mrs L Farrow, Cllr Mrs S Harwood, Cllr P Marshall, Cllr C Mills and Cllr W Organ.

ALSO IN ATTENDANCE: Mr N Hitch (Town Clerk), Mrs S McMorrان (Deputy Town Clerk), Cllr J West (HCC and EHDC Councillor), Cllr Mrs J Butler (EHDC Councillor), PC Almi Toogood (Hampshire Constabulary), Mr D Bridges (Street Watch), Petersfield Herald, Petersfield Post and 4 members of the public.

C 0279 TOWN MAYOR'S REMARKS

The Town Mayor advised that during the summer break he had attended the following events:

- A meeting with County and District Officers to agree the Town Councils support of an application by Petersfield Tomorrow for matched government funding to enable improvements to be made in Lavant Street
- A second planning workshop looking at the needs of Petersfield until 2026. The consultants are now preparing their recommendations for EHDC to discuss. It is understood EHDC will be carrying out further consultation
- Community Engagement Training evening (several Councillors had advised the Town Clerk they would also attend but only Cllr Ayer was present). Following the training the East Hants Association of Parish and Town Councils held their meeting. At the next meeting on 30 November 2011 a Chief Inspector of Police will be speaking about the changes in policing in the area, please make a note in your diaries. There was also some discussion of the effects of traffic in the area when the eco town is being built in Bordon, which will affect an area within 30 miles of the town and go on for some 20 years.

The Town Mayor also advised those present of the following points of interest:

- The Park Authority has held workshops to help them formulate the National Park management document. The final workshop will be at Rowlands Castle on 7 November and all are welcome to attend and join in the discussions. Details of venue and times are available on the Park Authority web site. The Town Clerk has advised members regarding the meeting with the Park Authorities.
- 3 months ago the Town Mayor had attended a meeting of a group of people who were looking at helping Petersfield celebrate the Olympics with various events based around the Square. Another meeting had been attended today for further discussions, as last week it had been stated that the event could not take place (no satisfactory reasons for refusal had been given). The outcome of the meeting was that it appears that the cancellation may have been based on incorrect and false information; therefore EHDC Officers were going back to the 2 Portfolio Holders to reopen discussions. The organising group have been given an extension until Friday to make their application for

government funding. District Officers have promised to do everything within their power to get an answer by Thursday.

- Members were reminded that they had all received an email from the Town Clerk regarding the questions asked of EHDC regarding the Sheet Governance Review (from July Council meeting)
- The Town Clerk received from the EHDC Solicitor, too late for this agenda, a series of questions to answer with a very tight deadline. The Town Clerk has pointed out that there is need for these questions to be discussed by the Council and some questions require more information from EHDC. Discussions are on-going with the Monitoring Officer to see if the Town Council's replies can be given after the next Council meeting in November. If this is not agreed then an extra-ordinary meeting of Council will need to be called on either 24 or 31 October.

Finally the Town Mayor gave members reminders for their diaries:

- The Town Business Christmas Carol Service will be held in St Peter's Church on 6 December 2011
- The Twinning Association have a quiz night in November (Town Mayor would, unfortunately, be away) details were available from Cllr Clarke.

C 0280 APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllr Ms M Vincent, Cllr G Budden and Cllr Mrs S Farrow.

C 0281 DECLARATIONS OF INTEREST

Cllr Organ declared a personal and prejudicial interest as financial matters regarding the Citizens Advice Bureau were to be discussed and he was a volunteer adviser.

C 0282 APPROVAL OF MINUTES

RESOLVED that the minutes of the meeting of the Petersfield Town Council held on 1 August 2011 be approved.

C 0283 PLANNING COMMITTEE REPORT

RESOLVED that the minutes of the Planning Committee meeting held on 9 and 30 August 2011 and 20 September be received.

C 0284 PUBLIC REPRESENTATION

No members of the public had requested to speak. PC Almi Toogood asked if members had any questions for her. No questions were forthcoming but members were advised that a new website showing crime in any area requested was now available on www.crimereports.co.uk

C 0285

PRESENTATION FROM DEPUTY NATIONAL CO-ORDINATOR OF STREET WATCH

Mr David Bridges gave a very informative presentation regarding Street Watch which had started in 2007 at Four Marks. There were two Street Watch groups in Petersfield; Cranford Road (16 members) and Rivalmoor (12 members). The groups reported/dealt with low level Anti-Social Behaviour, Graffiti, Damage to play equipment, OAP's who needed help and worked towards getting the community back to what it used to be. It was working in Petersfield with Anti-Social Behaviour down by 59%. Street Watch was a national organisation. Councillors were welcome to go out on a walk with the local groups to see for themselves what Street Watch did. Mr Bridges distributed a leaflet with information on Street Watch, a copy of which is attached to these minutes at Appendix A.

C 0286

COUNTY COUNCILLOR'S REPORT

Cllr West informed those present that he had had extensive correspondence regarding an SLR for Petersfield. Two SLR's had been supplied to Districts within Hampshire but not to East Hampshire District Council. Cllr West advised that he was holding £2,000 in reserve from his devolved budget but that he hoped to be able to get one (SLR) for free. The widening of the footpath at Bell Hill was also being pursued.

Cllr Clarke advised that schools were now allowed to move to academy status. This meant that they would receive the whole of their budget and decide how it was to be spent, unlike at present, where they receive a large proportion of the money, with the rest being taken by the county council to spend on such things as legal and property advice, school advisors, training etc. There was still the problem of property insurance, as academies will have to now pay this, instead of the County Council covering this from reserves. To date, in Hampshire, 16 secondary schools have become academies (out of 70) and 7 are considering their position, and 3 primaries, out of 453 have become academies.

The County Council signed up to the 10/10 initiative last year. This meant that they had to try to reduce their carbon usage by 10% before the end of 2011. To date they have saved 10.7%, or 2,770 tonnes, by changing the boiler controls in most of the buildings.

The County Council had recently released its Financial and Efficiency strategy for 2012 to 2015. Council tax would be zero to low. There would be savings of 8% in 2012/2013 and after that a 2% annual efficiency target from 2013/2014.

The new Mineral Plan for Hampshire, covering the next 19 years would shortly go through the County Council. The plan dealt with sand and gravel and the only site in East Hampshire under consideration was a supply of soft sand from Bordon. 110 sites were originally considered and these have now been reduced to 5, the main two being Verwood, on the boundary with Dorset, and Hamble Airfield. The average amount required per year is 1.6 million tonnes per year, of which the soft sand represents 20%.

Cllr West was asked to confirm if he had been advised that a new SLR was recommended by HCC officers rather than a second hand unit. Cllr West confirmed this was the case.

Cllr Clarke was asked if schools opting out would have an impact on the HCC structure. Cllr Clarke advised that this was a serious matter as not much notice was required to be given by schools, which made planning very difficult.

C 0287

DISTRICT COUNCILLORS REPORT

Cllr Ayer reported that on 29 September there had been an EHDC training session on the National Planning Policy Framework (NPPF). A main conclusion was that "nothing in principle had changed". This was echoed at the Planning Summer School he attended earlier in the month at Swansea University.

The NPPF replaces the raft of planning policy documents, including the PPC's and PPS's - 1000 pages of guidance have been replaced by 58. This reduction was welcomed albeit with some detailed reservations e.g. flood risk policies.

The Key Principles for sustainable Policy Development underpinned by the NPPF were:

- Planning for Prosperity (Economic) - sufficient land to allow growth and innovation
- Planning for People (Social) - housing needs, good quality environment, accessible services, health and well-being
- Planning for Places (Environmental) - protecting and enhancing our natural, built and historic environment, climate change/low carbon economy

The Development Policy Panel agreed the District Council's response to the draft NPPF consultation on 29 September 2011.

Cllr Ayer was advised that the area of central car park on the Barham Road side needed upgrading. Cllr Ayer advised that he would pass this onto the local member to make enquiries regarding this matter.

Cllr West advised those present that the new waste contract with Winchester City Council came into effect on 1 October although there would be no change to collections for the first two weeks. New collection dates had been sent to all residents in East Hampshire.

Cllr Mrs Butler reported that a very successful clean up day had been held with 70 residents taking part with Rkadia providing free refreshments. It was hoped that residents would make this a bi-monthly event.

C 0288

COMMITTEE REPORTS

(a) Grounds Committee

RESOLVED that the minutes of the meeting held 15 September 2011 be received.

(b) Public Halls Committee

Prior to receiving the minutes discussion took place regarding the accounting for the Cinema. One member felt that the cost of the Festival Hall should be included in the figures. Members were advised that the Cinema was a Town Council event and that other events run by the Town Council did not factor in the cost of the venue. It was agreed that the cost of the hire of the Hall should not be included in the figures for the cinema.

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

(c) Finance and General Purposes Committee

RESOLVED that the minutes of the meeting held 22 September 2011 be received

F 0271- Purchase of SLR for Petersfield

The Chairman of Finance and General Purposes committee advised that the second hand unit was no longer available. A new unit was available at a cost of £1800, Cllr Clarke had pledged £500 of his County Council devolved budget, so the cost would be £1300. Checks needed to be made with HCC that the unit was acceptable.

One member again voiced concerns regarding spending on this non-budget item and asked if virement was possible.

The Town Clerk advised that there was always a possibility of virement but that he thought that the budget at the end of this financial year would be very close to the limit and members must, if this project was agreed, be prepared to take money from reserves.

RESOLVED that a new SLR sign be purchased at a cost of £1800 (£500 from County Councillor Clarke) with the funds (£1300) to be used from general reserves, if necessary. The design and function of the proposed SLR to be checked that it is fit for purpose with HCC prior to ordering.

F 0273/G0242 Petersfield Heath Project

RESOLVED that the potential for obtaining a Heritage Lottery grant towards the outlined works on The Heath be explored further and that the services of a local person experienced in successfully obtaining grants from the

Heritage Lottery be explored with the costs of paying this individual covered by a grant to be submitted to the South Downs National Park Authority's Sustainable Communities Fund.

C 0289 TOWN CLERK'S REPORT

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

C 0290 REPRESENTATIONS ON OUTSIDE BODIES

Cllr Marshall - Petersfield Tomorrow

Cllr Marshall reported that he had attended a meeting of Petersfield Tomorrow on 12 September 2011 and reported the following:

- The Transport, Movement and Public Realm Group had been liaising with the HCC Transport Group to help progress the Town and District Access Statement. Areas under review were cycle routes, road crossing points and signage
- There had been discussions on setting up a private allotment site in Sheet with a community garden and orchard
- A plan was required for dealing with Himalayan Balsam
- Cllr Marshall had agreed to approach Tracey Richardson at APB to look for new Business Members
- A request to P2M had been made by EHDC to run an Olympic Event in The Square for 3 weeks in July next year. A reply has been deferred pending more information on agenda and likely costs and revenues. A special licence would be required.
- A bid for SEEDA money has been successful in the sum of £7,500 with requirement for matched funding, for Lavant Street. A plan will be required for spending the grant money by February 2012. The Town Council would be the accountable body.
- The AGM would be held on 10 October 2011. Committee Meetings would be held on 16 November 2011 and 11 January 2012.

The Town Clerk advised that the matched funding had been identified from EHDC, HCC and SDNP which included projects already identified for the area including street lighting, repairs to footways, a Map Board, signage, one to one training and shop front improvements.

Cllr Ms Vincent - Petersfield in Bloom (written report circulated prior to the meeting)

Cllr Mrs Vincent wrote that a successful Prize giving had been held in the Rose Room on 13 September 2011. The Chairman of EHDC and the Town Mayor, together with their wives were welcomed to the event. Pippa Greenwood, PIB President presented the prizes.

Apart from the usual prizes, the committee presented two special awards. The Jenny Turner Award was presented to Alison Crews for

continuing to encourage children at Petersfield Infant School and the Committee Award went to the Town Clerk and his Staff for all their help both at the judging and with the entry forms.

A stall in Rams Walk would be held on Saturday 29 October from 9 am to 12 noon and it was hoped everyone would support PIB on the day.

C 0291 **SCHEDULE OF PAYMENTS MADE IN AUGUST AND SEPTEMBER 2011**

RESOLVED that the schedule of payments made in August and September 2011 be approved, copy attached to these minutes at Appendix C

As the September schedule had only been made available at the meeting it was agreed that the Town Clerk would take questions after the meeting, if required.

C 0292 **DIAMOND JUBILEE WORKING PARTY - REPORT**

Members received and noted a progress report on plans for the Diamond Jubilee, copy attached to these minutes at Appendix D for information.

C 0293 **SOLAR PANEL WORKING PARTY**

The Town Mayor suggested that two new members should be appointed to replace himself (Chairman) and Cllr Hick.

RESOLVED that Cllr Mills and Cllr Mrs Harwood be appointed to the Solar Panel Working Party.

Cllr Clarke left the meeting at 7.32 pm

C 0294 **EHDC LARGER COUNCILS FORUM**

Members were advised that the Town Clerk and the Town Mayor attended the Forum which was due to be held at Penns Place on 2 November 2011. One additional member could also attend. Discussion also took place regarding agenda items for the meeting.

RESOLVED that the Town Clerk, Town Mayor and Cllr Organ attend the EHDC Larger Councils Forum at Penns Place on 2 November 2011 with the following agenda item being suggested:
What was the process for Town/Parish Councils to speak at SDNP planning meetings?

C 0295 **HALC SEMINAR - PARTICIPATORY BUDGETING**

Members received an invitation to attend a free seminar on Participatory Budgeting from HALC to be held on 11 November 2011 at The Hilt Community Centre at Chandlers Ford.

RESOLVED that the following members attend the seminar on Participatory Budgeting on 11 November 2011: Cllrs Mills, Marshall, Ayer, Watkinson and Mrs L Farrow with a report to be brought to the December meeting of Council.

C 0296 HALC AGM

Members were asked to appoint up to 3 members to attend the HALC 64th AGM on 29 October 2011 at The Hilt Community Centre at Chandlers Ford.

RESOLVED that The Town Mayor and Cllrs Ayer and Mills attend the 64th HALC AGM on 29 October 2011.

C 0297 EAST HAMPSHIRE ASSOCIATION OF PARISH AND TOWN COUNCILS LIASION MEETING

Members received and noted the notes of the liaison meeting held on 30 August 2011.

C 0298 EAST HAMPSHIRE ASSOCIATION OF PARISH AND TOWN COUNCILS MEETING

Members received and noted the notes of the EHAPTC meeting held on 15 July 2011.

C 0299 SUMMER SYMPOSIUM

Members received and noted the notes of the Summer Symposium attended by the Town Clerk.

C 0300 CITIZENS ADVICE BUREAU - REQUEST FOR ADDITIONAL GRANT

Before discussion and prior to leaving the meeting Cllr Organ advised that the complexity of the problems encountered by clients had become greater over recent times and required enormous resources to deal with for example: debt problems, benefit issues and working tax credits.

Cllr Organ left the meeting.

The Town Mayor advised that CAB were perennial clients and as such should not request further grants. Members expressed their concerns that it was very difficult to ascertain if any grant was spent over the whole of the CAB district or just in Petersfield. It was not felt that the existing grant budget should be used. Following discussion it was

RESOLVED that no further additional grant aid be given to the Citizens Advice Bureau.

Cllr Organ re-joined the meeting.

C 0301 BELL HILL RECREATION GROUND - PLAY EQUIPMENT

Members were asked to give consideration to an additional piece of play equipment following the consultation event held regarding the plans for the new equipment at Bell Hill Recreation Ground. The baby swings would be removed and a climbing frame would be installed on the site of the baby swings. The cost of the climbing frame, including safety surfacing and installation would be £10,000. Earmarked funds were available for this additional piece of equipment.

Following consideration it was

RESOLVED that a climbing frame in the sum of £10,000 be added to the plans for the refurbishment of the play ground at Bell Hill Recreation Ground.

There being no further business the meeting closed at 8.17 pm.

Please tick:

I am interested in joining a local Street Watch scheme

I would like to start a Street Watch scheme in my area

I would like to know more about Street Watch

Please print your details

Name: _____

Address: _____

Postcode: _____

Contact tel. no: _____

E-mail: _____

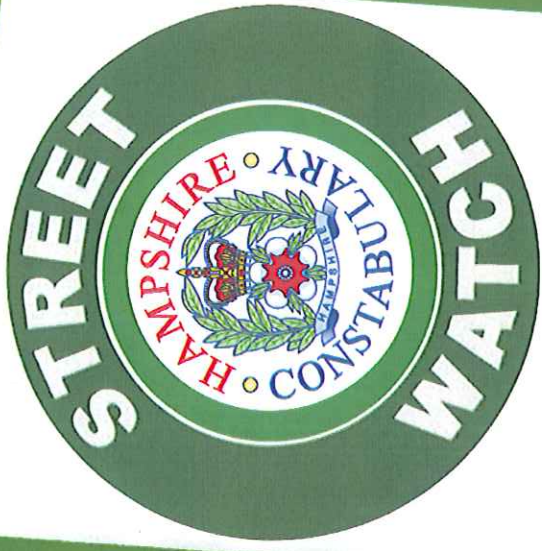
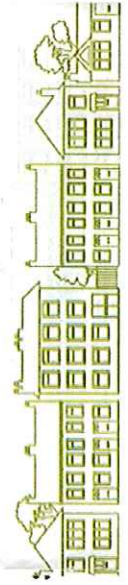
Please return this form to:

Trish Stemp
 Management Assistant
 Alton Police Station
 Orchard Lane
 Alton
 GU34 1LN

Do you.....

- ▶ Take pride in where you live?
- ▶ Walk in your area on a regular basis?
- ▶ Want to keep your area safe?
- ▶ Want to create a sense of belonging in your community?
- ▶ Have a dog that you take for regular walks?

Then you are someone who should be involved in Street Watch



'Working together to make a difference'

www.street-watch.org.uk



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 District Council and Winchester City Council Joint Environmental Services Committee of 18th July 2011
- * Charity Commission Newsletter – Summer 2011
- * Hampshire Rural Housing Newsletter from the Hampshire Alliance for Rural Affordable Housing (HARAH)
- * Action News Update from Community Action Hampshire
- * Fieldwork newsletter from the Campaign to Protect Rural England
- * Direct Information Service Issue number 764
- * Minutes of East Hampshire District Councils South Planning Committee of 4th August 2011
- * Countryside Voice magazine from the Campaign to Protect Rural England
- * Hampshire association of Local Councils Annual Review 2011
- * Sheet News
- * Minutes of East Hampshire District Council's Special Cabinet minutes of 18th August 2011
- * Minutes of the Friends of Petersfield Heath committee meeting of 6th September 2011
- * Local Council Review
- * Action News Update from Community Action Hampshire
- * Direct Information Service Issue number 767
- * Hampshire for Minerals and Waste newsletter September 2011
- * Canine Partners magazine, Winter 2011
- * Community First East Hampshire's September e-newsletter
- * Minutes of the East Hampshire District Council's meeting of 8th September 2011
- * Rotherlands Conservation Group autumn 2011 newsletter
- * Minutes of the East Hampshire District Council's Standards Committee meeting of 14th September 2011

Other Information

- 1 The next Community Forum will be held on Tuesday 4th October at East Hampshire District Council's Chamber in Penns Place from 6.30 p.m. Future meeting dates so far arranged are 3rd January and 3rd April 2012 at Penns Place.

- 2 Petersfield Twinning Association have written thanking us for the grant received towards the costs of hosting visitors from Barentin. Similarly the South Hampshire branch of Cruse and the Diamond Jubilee Committee have written with the same sentiments.
- 3 David Richardson, the Principal Engineer for East Hampshire Highways has confirmed that grit bins have now been installed at Oaklands Road, Mapledurham Lane and the junction of The Purrocks, Reservoir Lane and Harrow Lane. This is following the various requests received for bins from residents during the early part of this year that I submitted to Hampshire County Council. The request made for a bin at Selborne Close has not yet been dealt with and remains on the County Council's list for consideration. No timescale for this has been mentioned.

Neil Hitch
Town Clerk
26th September 2011

Petersfield Town Council
Schedule of Payments for August 2011

Cheque Number		Net	VAT	Gross
13140	A W Clear	205.00	0.00	205.00
	Topping the grass & ragwort, Penns Place			
	Repairs to seat at Bell Hill Recreation ground - supply of materials also	24.00	0.00	24.00
	Repairs to seat at High Meadow - supply of materials also	24.00	0.00	24.00
	Rotovation of plot 36 at Sheet allotments	30.00	0.00	30.00
13141	Bennett & Fountain	356.50	71.30	427.80
13142	Greenspan Landscape Management	14754.00	2950.80	17704.80
13143	H Monfared (Builders) Ltd	180.00	36.00	216.00
	Replace missing lead above stage door - FH			
	Repairs to outbuilding in Festival Hall Managers garden	570.00	114.00	684.00
13144	Longmeadows	4135.00	827.00	4962.00
	Installation of extension of grid paving trial areas on Heath, areas next to tyre swing & adventure playground			
	Watering of newly laid turf on Heath	280.00	56.00	336.00
13145	Office Angels	332.00	66.40	398.40
	Replace existing rotted & missing log roll timbers to areas in roundabout & adventure playground on Heath. Removal of wire to rear of timber log rolls.			
	Temporary cleaning staff	79.84	15.97	95.81
	Temporary cleaning staff	79.84	15.97	95.81
13146	P W Hayler	92.00	18.40	110.40
	Woods Meadow, repair of holes in chain link fence & also to fix two end caps to tubular rails			
	Paddock Way, repair holes in chain link fence	70.00	14.00	84.00
	Love Lane, replace two timber posts and set in concrete	90.00	18.00	108.00
13147	The Alarming Company	300.00	60.00	360.00
13148	Clements Fairs	250.00	0.00	250.00
13149	Mr D Reeves	150.00	0.00	150.00
	Trial of CCTV camera at Love Lane			
	Return of deposit			
	Return of deposit			
13150	Petersfield Theatre Group	126.33	0.00	126.33
13151	Petersfield Marketing	11500.00	0.00	11500.00
13152	HM Revenue & Customs	4822.62	0.00	4822.62
13153	Auditel	174.32	34.87	209.19
	Reduction for electricity in Town Hall, also phone bill (BT)			
13154	Earth Anchors	555.00	111.00	666.00
13155	G Burley & Sons	534.15	106.83	640.98
	Forest Super Saver memorial bench on Heath & dog waste bin for Bell Hill Rec.			
	Man & van hours			
	Fix new threshold to bottom of frame & cut off bottom of doors, empty office suite, Town Hall Chambers, East wing. Also supply & fit 2 flush bolts to top & bottom of door & fix deadlock			
13156	H Monfared (Builders) Ltd	835.00	167.00	1002.00
13157	Lowes Guarding Service	72.00	14.40	86.40
	Lockups at FH in June 2011 & lockup at SVH in June			

Petersfield Town Council Schedule of Payments for August 2011

13158	MCM Roofing	Love Lane Pavilion, removal of old damaged slates and supply and installation of new slates	350.00	0.00	350.00
		Love Lane Pavilion, removal of old damaged flashing and installation of new flashing to existing vent pipe.	100.00	0.00	100.00
13159	Meon Cleaning Services	Cleaning of bus shelters, 3 The Causeway, 2 Town Square, 2 Dragon Street & 1 Borough Road	155.00	31.00	186.00
13160	MacDonald Oates Solicitors	Charges for Insync Technology, dilapidations & renewal of lease, professional fees	250.00	50.00	300.00
13161	Moviola Ltd	Charges for cinema (box office takings) in July 11	421.88	84.37	506.25
13162	Office Angels	Temporary cleaning staff	99.80	19.96	119.76
		Temporary cleaning staff	99.80	19.96	119.76
13163	SAS Playgrounds	Monthly inspections of playgrounds	270.00	54.00	324.00
13164	Classique School of Dance	Return of deposit	250.00	0.00	250.00
13165	EHDC	Return of deposit incorrectly charged	250.00	0.00	250.00
13166	Bennett & Fountain	Light bulbs for FH	88.80	17.76	106.56
13167	Cape Classic South	Wine & soft drinks for Moviola cinema June	34.30	6.86	41.16
		Wine & soft drinks for Moviola cinema July	29.80	5.96	35.76
13168	TDG Marketing	Distribution costs for PTC News	300.00	60.00	360.00
13169	Earth Anchors	Memorial seat & plaque on The Heath, charged on	806.95	161.39	968.34
13170	Hampshire Assoc. Local Councils	Core Skills training for Councillors	125.00	25.00	150.00
		Clerks Conference - Neil Hitch	40.00	8.00	48.00
13171	Kalamazoo	Minute book sheets plus carriage charge	208.22	41.64	249.86
13172	Longmeadows	Installation of new air vents to existing pipework and remedial drainage works. Re-seat coupler on toilet in Nursery. Love Lane	166.00	33.20	199.20
		Unblocking of main drain & clearing debris, jet wash & replace coupling. Love Lane Pavilion	285.00	57.00	342.00
13173	Natural Choice Wood Floors	Repair any areas & varnish floor in Festival Hall	2960.00	0.00	2960.00
13174	Office Angels	Temporary cleaning staff	39.92	7.98	47.90
		Temporary cleaning staff	59.88	11.98	71.86
13175	Cancelled cheque		0.00	0.00	0.00
13176	Screwfix	Toilet seats for ladies toilets at Town Hall	34.56	6.90	41.46
13177	SAS Playgrounds	Heath, replace cradle seat chains, embankment slide, replace broken bottom step. Woods Meadow, replace seat chains on swing & damaged seats. Also repair to wet pour under seat. Cradle seat swing, replace damaged seats & chains. Borough Hill, replace damaged seats to swing. Sheet Rec, replace chains on flat seat swing & repair seat chains on cradle swing. Bell Hill. Repair damaged wet pour on Action Pack.	1140.00	228.00	1368.00

Petersfield Town Council Schedule of Payments for August 2011

13178		Bell Hill Rec, gate. Strip gate furniture, install a post on the inside of the play area with stops. Fit furniture back on & install tension spring so the gate opens inside the play area.	150.00	30.00	180.00
13179	Southern Fire Protection	Supply & fit 1 smoke detector in cupboard at bottom of Curves (Suite 3) stairs.	1690.00	338.00	2028.00
13180	Staples UK Ltd	Supply & install 2 x heat detectors, 1 x break glass, 1 x fire bell, 1 x emergency light and create a new zone for boiler room	42.52	8.50	51.02
13181	Paddy Nhamoinesu	Printer for use in Town Hall office	250.00	0.00	250.00
13182	Mr G Watkinson	Return of deposit	10.90	0.00	10.90
13183	Hampshire Pension Fund	Mayor's photograph	3777.70	0.00	3777.70
13184	Acorn Office Supplies	Pension contributions for employees.	14.89	2.98	17.87
13185	Cluson Engineering	Stationery order for Town Hall offices	3.00	0.60	3.60
13186	English Landscapes Ltd	Tower bolt for grounds use	987.48	197.50	1184.98
13187	Farnham Castle Newspapers	Empty dog bins in various locations - May 11 to August 11	52.44	10.49	62.93
13188	G Burley & Sons	Display advert in Petersfield Herald for Council meetings & Bell Hill consultation for playground	250.00	50.00	300.00
13189		Ground maintenance - High Meadow - July	1350.41	270.08	1620.49
13190		Grounds maintenance - The Heath - July 11	5262.51	1052.50	6315.01
13191		Grounds maintenance - Various locations - July 11	3921.10	784.22	4705.32
13192		Ground maintenance - Man & Van contract - July 11	490.00	98.00	588.00
13193	Johnston Publishing Ltd	Ground maintenance - Penns Farm	97.42	19.48	116.90
13194	Longmeadows	Display advert in Petersfield Post for consultation for Bell Hill playground	278.00	55.60	333.60
13195		Remove broken bollards & replace with new, Love Lane skatepark	563.60	112.72	676.32
13196		Replacement of damaged manhole covers at Bell Hill Rec.			
13197	Robin Burleigh	Removal of dead Horse-Chestnut tree and cherry tree in St Peter's churchyard	1500.00	0.00	1500.00
13198	Zurich Management Services	Local Council advisory service membership renewal	145.00	29.00	174.00
13199	L Wetzel	Return of deposit	150.00	0.00	150.00
13200	T Brock	Return of allotment deposit	60.00	0.00	60.00
13201	The Ink Squid	Ink for printer in Town Hall offices	33.95	0.00	33.95
13202	Cash	Petty cash	38.16	0.00	38.16
13203	Farrow Creative Ltd	Design and artwork for FH logo - 50% of total	250.00	50.00	300.00
13204	Lowes Guarding Service	Lockups at FH in July 2011	63.00	12.60	75.60
13205	MCM Roofing	Remove broken guttering & replace with new, Love Lane Pavilion	200.00	0.00	200.00
13206	Steve Sargent	Design, construct & install scooter rack for Sheet Primary School	291.00	0.00	291.00
13207	NB Paint	Part payment for decoration on FH canopy	1500.00	300.00	1800.00
13208	Staples UK Ltd	Stationery order for Town Hall offices	56.96	11.39	68.35
13209		Biodegradable cups for drinks usage	8.37	1.67	10.04

Petersfield Town Council

Schedule of Payments for August 2011

Direct Debit	Vodafone	Mobile phone bill for MCO, FH Manager, Halls caretakers	82.99	16.59	99.58
Direct Debit	Southern Water	Waste water bill for Town Hall	1880.73	0.00	1880.73
Direct Debit	Southern Water	Waste water bill for Public convenience on The Heath	543.88	0.00	543.88
Direct Debit	Southern Water	Waste water bill for Sheet Village Hall	60.12	0.00	60.12
Direct Debit	South East Water	Water bill for Sheet Village Hall	30.71	0.00	30.71
Direct Debit	South East Water	Water bill for Sheet allotments	541.57	0.00	541.57
Direct Debit	South East Water	Water bill for public convenience on The Heath	305.62	0.00	305.62
Direct Debit	South East Water	Water bill for Town Hall	1046.02	0.00	1046.02
Direct Debit	Veolia ES	Container exchange for AP & Town Hall	276.37	55.27	331.64
Direct Debit	Business Gas (British Gas)	Gas bill for Avenue Pavilion	109.52	5.47	114.99
Direct Debit	Southern Electric	Electricity bill for Festival Hall	715.25	143.05	858.30
Direct Debit	City Link	Courier service for sending minutes to be bound	12.45	2.49	14.94
Direct Debit	British Gas	Gas bill for Town Hall	159.47	7.97	167.44
Direct Debit	Computershare Voucher Services	Childcare vouchers for staff	195.30	3.06	198.36
Direct Debit	Vodafone	Mobile phone bill for MCO, FH Manager, Halls caretakers	82.90	16.58	99.48
Direct Debit	South East Water	Water bill for Timmore allotments	314.58	0.00	314.58
Direct Debit	South East Water	Water bill for Bell Hill Recreation ground	10.50	0.00	10.50
Direct Debit	Eon	Electricity bill for Heath Toilets	35.83	7.17	43.00
Direct Debit	Eon	Electricity bill for Sheet Village Hall	22.50	4.50	27.00
Direct Debit	Databarracks	Backup for period Mid June to mid July	84.00	16.80	100.80
Direct Debit	Wages & Salaries	Wages for month of August 2011	12801.29	0.00	12801.29
		TOTAL PAYMENTS AUGUST 2011	91966.52	9343.18	101334.70

Sue McArthur

Neil Bell

2/2/11

Petersfield Town Council

Schedule of Payments for September 2011

Cheque Number			Net	VAT	Gross
13202	Southern Fire Protection	Annual maintenance of fire extinguishers, Town Hall. Extended service on water fire extinguishers. Overhaul of Co2 fire extinguishers. Supply & fit water fire extinguisher. Annual inspection of 2 fire blankets.	284.00	56.80	340.80
		Annual maintenance and inspection of fire extinguisher Old Billiards Room, Sheet Pavilion	28.00	5.60	33.60
		Annual maintenance and inspection of fire extinguishers & fire blankets, Avenue Pavilion	28.50	5.70	34.20
		Annual maintenance and inspection of fire extinguishers. Extended service on water fire extinguisher. Annual inspection of fire blanket, Sheet Village Hall	66.30	13.26	79.56
13203	UK Office Systems	Toners for photocopiers in Town Hall offices	672.00	134.40	806.40
13204	Cancelled cheque	Cancelled cheque	0.00	0.00	0.00
13205	Workplatform Ltd	Annual service for Genie machine (work platform), Festival Hall	525.00	105.00	630.00
13206	Zurich Management Services	LCAS Seminar for Peter Jones	30.00	6.00	36.00
13207	Mr H Ridges	Return of allotment deposit	40.00	0.00	40.00
13208	Gay Murphy	Return of deposit	150.00	0.00	150.00
13209	HM Revenue & Customs	PAYE & NI contributions from employees	4717.70	0.00	4717.70
13210	Ampella Ltd	Investigate problems with hot water, replaced zone valve, AP	328.15	65.63	393.78
13211	Cluson Engineering	Combination padlocks & chains for general grounds use	55.50	11.10	66.60
13212	Longmeadows	Re-instatement of turf at The Heath	342.00	68.40	410.40
13213	Robin Burleigh	Crown lift Ash tree on Sheet Allotments, chop branches & clear all rubbish	500.00	0.00	500.00
13214	SD Playground Services	Monthly inspections of playgrounds Aug 11	270.00	54.00	324.00
		Repair to broken chairs in AP	120.00	24.00	144.00
13215	Travis Perkins Trading Co.	20 Litres of topsoil, various usage for grounds	7.62	1.52	9.14
		Plug for outside charging unit for electric vehicle	2.72	0.54	3.26
13216	Mrs F Knight	Return of deposit	150.00	0.00	150.00
13217	Kate Hadley	Return of deposit	150.00	0.00	150.00
13218	P/F Arts & Crafts Society	Return of deposit	250.00	0.00	250.00
13219	Hampshire Pension Fund	Pension contributions for employees	3728.63	0.00	3728.63
13220	Auditel	Services for reducing electricity bills & telephone bills	170.99	34.20	205.19
13221	CMUK Visual Safety Ltd	First aid equipment for halls & town hall offices	96.40	19.28	115.68
13222	Earth Anchors Ltd	Memorial seat & plaque on Heath. Charged on to recipient	757.95	151.59	909.54
13223	G Burley & Sons	Man & van hours	427.32	85.46	512.78

Petersfield Town Council Schedule of Payments for September 2011

13224	H Monfared (Builders) Ltd	Supply & hang new sapele door with door closer, smoke seal & door holder, push plate & handle - FH, Green Room	680.00	136.00	816.00
		Replace timer clock for mosaic lighting, dragon street	240.00	48.00	288.00
13225	Hampshire County Council	Janitorial supplies	76.65	15.33	91.98
13226	National Assoc. Local Councils	Larger Local Councils conference for Town Clerk & Deputy Town Clerk	360.00	72.00	432.00
13227	Safety Glazing	To supply and fit 30 minute fire resistant glazing to kitchen & changing room window SVH	799.00	159.80	958.80
13228	UK Office Systems	Quarterly service charge for photocopier	264.87	52.97	317.84
13229	Penman Antiques Fair	Return of deposit	250.00	0.00	250.00
13230	Jo Trench	Return of deposit	150.00	0.00	150.00
13231	Suzanne Harrison	Return of deposit	150.00	0.00	150.00
13232	Cash	Petty Cash	136.11	0.00	136.11
13233	Acorn Office Supplies	Stationery	86.84	17.36	104.20
13234	East Hampshire District Council	Second payment of rates Sheet Village hall	714.00	0.00	714.00
	East Hampshire District Council	Second payment of rates Avenue Pavilion	714.00	0.00	714.00
	East Hampshire District Council	Second payment of rates Festival Hall and Town Hall	10987.00	0.00	10987.00
13235	G Burley & Sons	Grounds Maintenance - Heath August 2011	1350.41	270.08	1620.49
		Man & van hours for the month of August 2011	3921.10	784.22	4705.32
		Grounds Maintenance - Various locations August 2011	5262.51	1052.50	6315.01
		Grounds Maintenance - High Meadow Trust August 2011	250.00	50.00	300.00
13236	H Monfared (Builders) Ltd	Re-wire toilet fan - Heath Toilets	80.00	16.00	96.00
13237	Loves Guarding Service	Lock up Festival Hall 6, 11 & 19 August 2011	27.00	5.40	32.40
13238	Longmeadows	Infill trip hazards at various recreation sites	988.00	197.60	1185.60
13239	NB Paint Ltd	Extra works to kitchen extension	50.00	10.00	60.00
		Painting Fire Escapes - various locations around FH	920.00	184.00	1104.00
		Painting Kitchen Extension - FH	670.00	134.00	804.00
13240	Neopost	Replacement ink cartridge for franking machine	96.04	19.21	115.25
13241	PHS Group plc	Annual duty of care Avenue Pavilion	40.35	8.07	48.42
		Annual Duty of Care Sheet Village Hall	40.35	8.07	48.42
		Annual Duty of Care The Town Hall	40.35	8.07	48.42
13242	Petaprint Ltd	PTC News Leaflets	1595.00	0.00	1595.00
13243	P W Hayler	Replace fencing Eastlake Close	111.00	22.20	133.20
		Replace one board to fence adjacent skate board park at Love Lane	35.00	7.00	42.00
13244	Petersfield Open Air Pool	Grant Aid second payment	3750.00	0.00	3750.00
13245	K Bowry	Return of allotment deposit	60.00	0.00	60.00
13246	M Singodia	Return of allotment deposit	60.00	0.00	60.00

Petersfield Town Council
Schedule of Payments for September 2011

13247	Cancelled cheque	Cancelled cheque							
13248	Caroline Barton	Return of allotment deposit		10.00	0.00	0.00	0.00	10.00	0.00
13249	Catrin Treanor	Return of deposit		150.00	0.00	0.00	0.00	150.00	0.00
13250	Cancelled cheque	Cancelled cheque		0.00	0.00	0.00	0.00	0.00	0.00
13251	Julia Bevan	Return of deposit		150.00	0.00	0.00	0.00	150.00	0.00
13252	Petersfield in Bloom	Return of deposit		250.00	0.00	0.00	0.00	250.00	0.00
13253	The Petersfield Bookshop	Framing of map		170.00	0.00	0.00	0.00	170.00	0.00
Direct Debit	Veolia	Container Exchange The Avenue and Town Hall		224.77	44.95	44.95	269.72		
Direct Debit	British Gas	Period June - September 2011 Sheet Village Hall		81.41	4.07	4.07	85.48		
Direct Debit	Southern Electric	Electricity bill for FH		956.68	191.33	191.33	1148.01		
Direct Debit	British Gas	Gas bill for FH		176.87	8.84	8.84	185.71		
Direct Debit	BT	Mobile phone charges		75.00	15.00	15.00	90.00		
Direct Debit	BT	Office Broadband for Town Hall offices		105.00	21.00	21.00	126.00		
Direct Debit	BT	Festival Hall broadband		90.00	18.00	18.00	108.00		
Direct Debit	BT	Alarm system for Town Hall/Festival Hall		45.14	9.03	9.03	54.17		
Direct Debit	BT	Festival Hall broadband line		47.22	9.44	9.44	56.66		
Direct Debit	BT	Phonebill for Town Hall offices		309.93	61.99	61.99	371.92		
Direct Debit	BT	Office Broadband line for Town Hall offices		47.22	9.44	9.44	56.66		
Direct Debit	Computershare Voucher Services	Childcare vouchers for staff		108.50	1.70	1.70	110.20		
Direct Debit	Eon	Electricity bill for Avenue Pavilion		62.50	7.50	7.50	70.00		
Direct Debit	Eon	Electricity bill for Heath Toilets		35.83	7.17	7.17	43.00		
Direct Debit	Eon	Electricity bill for Sheet Village Hall		22.50	4.50	4.50	27.00		
Direct Debit	Databarracks	Backup for period Mid July to mid August		84.00	16.80	16.80	100.80		
Direct Debit	Wages & Salaries	Wages for month of September 2011		12959.71	0.00	0.00	12959.71		
		TOTAL PAYMENTS SEPTEMBER 2011		65016.64	4551.12	4551.12	69567.76		



PETERSFIELD TOWN COUNCIL – DIAMOND JUBILEE WORKING PARTY

Report on progress up to mid September 2011

The Diamond Jubilee is on Monday 4th June 2012

The organisation is progressing well, and the following actions have been taken

- The design of the special stamp cover has been agreed
 - The design of the polo shirts and T shirts has been agreed and will be ordered shortly
 - The design of the mug has been sent to the pottery
 - The content of the two Jubilee booklets is almost agreed
 - The photographer for the DVD is available
 - The time capsule has been ordered
 - The Petersfield School are considering designs for the mosaic
 - A letter will shortly go out to all Junior, Primary and Infant Schools in the area regarding the schools' competition and the manufacture of the lanterns (for the evening lantern parade) within the school
 - Work is progressing on the booking of the Square, traffic management and an entertainment licence for the Heath

 - Discussions are ongoing regarding bunting in the Town
-

As yet we do not know if there is likely to be any grant aid for Jubilee events from the National Lottery

Attached

- Income & Expenditure projections
- Initial press release

PRESS RELEASE

Petersfield will celebrate the Queen's Diamond Jubilee in style with a full day of events on Monday 4th June 2012.

In the morning there will be 60 cars and 60 motor bikes, all British, covering the Queen's lifetime. They will be on show in The Square and High Street.

At noon there will be a formal ceremony in The Square and a capsule will be buried for 100 years beneath a specially created mosaic.

After the formalities bands will entertain and there will be time to find lunch in the town centre.

At around 2pm a procession of vehicles, followed by residents in 1950s costume, will set off for The Heath, where a traditional fete will be in full swing with lots of stalls, tug-of-war competition and a raft race.

On The Heath in the evening there will be dancing to a large band with a programme of 40s and 50s music. The bar will be open and there will be a hog roast.

As darkness falls at about 10pm a procession of specially made lanterns will make its way around the Heath Pond and, as the procession ends, there will be a blazing tribute to the Queen on the Pond.

Hundreds of lanterns will be made in local schools in the weeks leading up to Jubilee Day. Adults, families, workplace or community groups wishing to make lanterns are invited to an open workshop – details from Vaughan Clarke (see below).

From the beginning of April there will be a first day stamp cover to mark the occasion on sale, plus a special limited edition souvenir programme.

In addition there will be a smaller programme which will be given to all primary pupils in Petersfield and the surrounding villages. It will also be available to the general public

Special mugs, T shirts and polo shirts all carrying the Petersfield Diamond Jubilee logo, will also be available for purchase.

The day's events will be videoed and CDs will be produced to provide permanent mementoes of Petersfield's Diamond Jubilee Celebrations.

For further details, or if you would like to take part, particularly in the lantern making, please contact Vaughan Clarke on clarke-v@talktalk.net or on 01730 268206.

Ends

Pic caption: The Petersfield Diamond Jubilee logo specially created for the occasion by the Paul Martin Design Company. The design shows the Petersfield flag, which features the keys of St Peter, against the South Downs. The white strip represents the Heath Pond, a popular recreation spot in the town.

DIAMOND JUBILEE - ESTIMATED EXPENDITURE

EVENT	APRIL	JULY	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG
MARQUEES															
BOOKING SQUARE									200.00						1000.00
CLOSING ROADS										150.00					
PA ON THE HEATH														600.00	
TIME CAPSULE													450.00		
STAGE IN SQUARE - SHARED													600.00		
BAND													250.00		1000.00
DIAMOND TALK - RM. HIRE															
FILM															
STAMP COVERS					932.00				175.00				200.00		400.00
A4 BOOKLETS										3000.00		450.00			525.00
A5 BOOKLETS										3000.00					
LANTERNS									250.00						
POLO SHIRTS						250.00					250.00		500.00		
T SHIRTS						250.00					1325.00				
PRIZES - COSTUME													1440.00		50.00
PRIZES - SCHOOL															50.00
PRIZES - RAFT RACE															50.00
PRIZES - TUG O WAR															50.00
					932.00	500.00		0.00	625.00	6150.00	4115.00	1350.00	3725.00		
									TOTAL						17397.00
EXPENDITURE					932	500			625	6150	4115	1350	3725		
INCOME	1569	1000	250				250				1200	6550	5550	500	
RUNNING BALANCE	1569	2569	2819		1887	1387		1637	1012	5138	8053	2853	1028	528	

