

PETERSFIELD TOWN COUNCIL

Minutes of the **Annual** meeting of the Petersfield Town Council held at the Town Hall, Petersfield on 14 May 2007.

PRESENT: Mr P Aiston, Mr R Ayer, Mrs H Ayer, Mr V Clarke, Mr K Hick (left meeting at 8.20 pm), Mr C Jenner, Mr P Molloy, Mr C Shore, Ms M Vincent, Mr G Watkinson

Also in attendance: Mr N Hitch (Town Clerk), Mrs S McMorran (Deputy Town Clerk), Mr M Cartwright (HCC Councillor), Mr J West (EHDC and HCC Councillor) Petersfield Herald, Petersfield Post, The Messenger and 3 members of the public.

C 0001 TOWN MAYOR'S REVIEW OF PAST CIVIC YEAR

Mr Ayer gave his review of the past civic year – copy attached to these minutes for information at Appendix A.

C 0002 ELECTION OF TOWN MAYOR FOR THE MUNICIPAL YEAR 2007/2008

Mr Molloy was nominated by Mr Jenner and seconded by Mr Watkinson. There were no other nominations.

RESOLVED that Mr Molloy be elected to the office of Town Mayor of Petersfield for the municipal year 2007 – 2008.

Mr Molloy then swore the Oath of Allegiance and also presented the out-going Town Mayor with his past Mayor's Pin.

C 0003 ELECTION OF DEPUTY TOWN MAYOR FOR THE MUNICIPAL YEAR 2007/2008

Mr Clarke was nominated by Mrs Ayer and seconded by Ms Vincent. Mrs Ayer was also nominated by Mr Hick. Mrs Ayer thanked Mr Hick for the nomination but informed those present that she had taken on additional duties at EHDC for the ensuing year and did not feel she could give the role of Deputy Town Mayor the necessary time.

RESOLVED that Mr Clarke be elected to the office of Deputy Town Mayor of Petersfield for the municipal year 2007 – 2008.

C 0004 TOWN MAYOR'S ADDRESS

The Town Mayor gave his address to those present, a copy of which is attached to these minutes at Appendix B.

C 0005 APOLOGIES FOR ABSENCE

No apologies for absence were received

C 0006 DECLARATIONS OF INTEREST

Mr Clarke declared a personal interest, as he was a member of Sheet Village Association minute number C 0017 refers.

C 0007 APPOINTMENT TO COMMITTEES

A. Planning Committee

RESOLVED that all members, with the exception of the Town Mayor, be elected to serve on the Planning committee.

B. Grounds Committee

RESOLVED that Cllrs. Ayer, Mrs Ayer, Jenner, Ms Vincent and Shore be elected to serve on the Grounds committee.

C. Halls Committee

RESOLVED that Cllrs. Clarke, Aiston, Hick, Ms Vincent and Watkinson be elected to serve on the Halls committee.

RESOLVED to evoke standing order 36 c and alter the order of business to enable part of agenda item 7 (election of Chairman of Grounds and Halls) to take place before membership of Finance and General Purposes is discussed.

C 0008 APPOINTMENT OF CHAIRMEN:

A. Planning Committee

Ms Vincent was nominated by Mr Watkinson and seconded by Mr Clarke. There were no further nominations.

RESOLVED that Ms Vincent be elected as Chairman of the Planning Committee for the municipal year 2007 - 2008.

B. Grounds Committee

Mr Jenner was nominated by Ms Vincent and seconded by Mr Shore. Mr Ayer was nominated by Mr Clarke and seconded by Mr Aiston.

Following round robin voting, which was decided by the Chairman's casting vote, it was

RESOLVED that Mr Ayer be elected as Chairman of the Grounds Committee for the municipal year 2007 - 2008.

C. Halls Committee

Mr Watkinson was nominated by Mr Ayer and seconded by Mr Clarke. There were no further nominations.

RESOLVED that Mr Watkinson be elected as Chairman of the Halls Committee for the municipal year 2007 - 2008.

C 0009 **APPOINTMENT TO COMMITTEES (continued)**

RESOLVED that Cllrs. Mrs Ayer Mr Clarke and Mr Hick together with the Chairman of Grounds, Mr Ayer and the Chairman of Halls, Mr Watkinson be elected to serve on the Finance and General Purposes Committee

C 0010 **APPOINTMENT OF CHAIRMEN (continued)**

D. Finance and General Purposes Committee

Mr Clarke was nominated by Mr Watkinson and seconded by Ms Vincent. There were no further nominations.

RESOLVED that Mr Clarke be elected as Chairman of the Finance and General Purposes Committee for the municipal year 2007 - 2008.

C 0011 **APPOINTMENT OF REPRESENTATIVE TO OUTSIDE BODIES**

Following consideration it was

RESOLVED that

- A. Mrs Ayer replaces Mr Watkinson as representative to Petersfield Open Air Swimming Pool,
- B. Confirmation is sought from Dr. Keefe that he was willing to continue as Rail Users.
- C. East Hampshire Victim Support be deleted from the list (no longer in existence)
- D. Mr Molloy would no longer be the representative on Petersfield Tomorrow
- E. The three remaining vacancies on CAB, Petersfield Tomorrow and Petersfield Community Association be an agenda item for the July meeting of Council.

C 0012 CONFIRMATION OF CALENDAR OF MEETINGS MAY 2007 -
APRIL 2008

The Town Clerk asked members to give consideration to changing the High Meadow meeting from 9 July to 23 July as he was on annual leave on 9 July.

RESOLVED that the Schedule of Meetings with the following amendment be approved by Council: High Meadow meeting to be held on 23 July 2007. Copy attached to these minutes at Appendix C.

C 0013 APPROVAL OF MINUTES

RESOLVED: that the minutes of the meeting of the Petersfield Town Council held on 2 April 2007 (previously distributed) be approved and signed.

C 0014 PLANNING COMMITTEE REPORT

RESOLVED: that the minutes of the Planning Committee meetings held on 10th and 24th April 2007 be received.

It was then

RESOLVED: that the meeting be adjourned for 15 minutes in order for Councillors to discuss topics (which do not appear on the agenda) with members of the public.

Mr Dutton asked for reassurance that the Town Council still intended to hold a public meeting to discuss the separate parish of Sheet. The Town Clerk advised that no more information had been received regarding the proposed new parish of Sheet. If a proposal were received from EHDC then the Town Council would hold a public meeting to discuss the matter.

Mr Watkinson advised those present that he had received a request from residents of Broadway Park for a bus shelter. He was advised to ask the residents to write to the Town Clerk who would then place the matter on the Finance and General Purposes agenda for consideration by members.

The meeting was re-convened.

C 0015 COUNTY COUNCILLOR'S REPORT

Mr Dutton reported on behalf of Mr Cartwright that new lights had been approved for Tilmore Gardens.

C 0016 DISTRICT COUNCILLORS REPORT

Mr Ayer advised that the first Council meeting was due to take place on 16 May 2007

C 0017

COMMITTEE REPORTS

RESOLVED:

(a) Grounds Committee

that the minutes of the meeting held on 12 April 2007 be received.

(b) Public Halls Committee

that the minutes of the meeting held on 16 April 2007 be received.

(c) Finance and General Purposes Committee

that the minutes of the Finance and General Purposes Committee held on 19 April 2007 be received.

F 0793 A.

G 0769 A. To consider and approve quotations received for the re-laying of the Millennium Path

RESOLVED that this matter be referred back to the Grounds committee for further consideration of the type of materials to be used

G 0769 C. To consider quotations received for a giant swing at the Heath play area

RESOLVED that the Kompan Giant Nest Swing be purchased at a cost of £13,294 .

RESOLVED that the swing be financed by an application for Developers Contributions in the sum of £5,500 (F0414 refers) with the balance of funding being sought by the Town Clerk from external sources.

F 0795 To consider a grant request under the CIF from Petersfield United Reformed

RESOLVED that a grant of £3,500 from the Community Initiative Fund be approved

G 0771 Sheet Millennium Meadow

RESOLVED that the future maintenance of the Millennium Meadow is considered as a budget item to be passed to Sheet Village Association, rather than through the Grants Panel. This change to take effect from 1st April 2008.

C 0018 TOWN CLERK'S REPORT

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

C 0019 REPRESENTATION ON OUTSIDE BODIES - REPORTS

Ms Vincent - Petersfield in Bloom

Ms Vincent reported that the AGM had been very well attended and that she was now Chairman. A very successful plant and produce stall had been held recently and another would be held in the next three weeks.

Mr Molloy - Petersfield Town Juniors FC

Mr Molloy reported that he had attended a very enjoyable presentation evening recently and also an end of season barbecue and 'mini world cup' event.

Mr Molloy - Petersfield Air Training Corps

Mr Molloy reported that he had attended the recent AGM. The cadets had many activities and currently had a membership of 36 cadets.

Mr Watkinson - Petersfield Marketing Limited

Mr Watkinson reported that the committee was continuing to look at ways to reduce costs and raise income. The recent French Market held in the Square had raised £300.

C 0020 SCHEDULE OF PAYMENTS MADE IN APRIL 2007

RESOLVED that the Schedule of Payments made in April 2007 be received and approved, copy attached to these minutes at Appendix E for information.

C 0021 LOCAL AUTHORITIES CODE OF CONDUCT

The Town Clerk advised that the code of conduct would become legally binding in October 2007. All tiers of Local Government were now covered by the one code with the exception of regulation 12.2 which dealt with prejudicial interests. The Town Clerk strongly recommended that Council adopt the code of conduct including regulation 12.2. Members would, however, only be able to speak at Planning at the present time until standing orders were reviewed to allow members of the public to speak on agenda items at all Town Council meetings. This was noted and following consideration it was

RESOLVED that the Local Authorities Code of Conduct, including regulation 12.2 be adopted by Petersfield Town Council.

C 0022

CO-OPTION OF TWO ADDITIONAL COUNCILLORS

Members were asked to give consideration to the procedures and timescales for the Co-Option of two additional Councillors. The Town Clerk proposed to advertise the vacancies in both local newspapers (Post and Herald) using the statutory notice required. Candidates could then be asked to apply in writing or to attend the July meeting of Council to give a presentation and to take questions. Members agreed that it would be preferable to meet the candidates 'face to face'.

RESOLVED that the vacancies be advertised in the Petersfield Post and the Petersfield Herald with candidates required to give a two minute presentation to Council at the meeting on 2nd July 2007 meeting.

C 0023

ANTI-SOCIAL BEHAVIOUR WORKING PARTY**A. Report from meeting held 17 April 2007**

Members received a report from the meeting held on 17 April 2007 a copy of which is attached to these minutes at Appendix F.

B. Membership of Working Party

Members were asked to confirm the membership of the Working Party.

RESOLVED that the membership remain as Cllrs. Mrs Ayer, Molloy and Clarke.

C 0024

THE PETERSFIELD TOWN PARTNERSHIP

Members received and noted the minutes of the Petersfield Town Partnership meeting held on 26 March 2007, a copy of which is attached to these minutes at Appendix G.

C 0025

LARGER COUNCIL'S FORUM**A. Notes of meeting held 4 October 2007**

Members received and noted minutes of meeting held 4 October 2007 a copy of which is attached to these minutes at Appendix H.

B. Next Meeting

Members noted that the next meeting would take place on Wednesday 3 October 2007 and that agenda items were required by first week in September 2007.

C 0026 **CLIMATE CHANGE**

Members were asked to consider a reply to Hampshire County Council's letter on climate change.

Members felt that the Town Clerk should liaise with East Hampshire District Council regarding this matter. It was also felt that more information was required. Following further consideration it was

RESOLVED that the Town Clerk liaise with EHDC regarding this matter and report any information in a future Clerks Report.

C 0027 **YOUTH MEETING PLACES**

Members received an invitation from the Senior Youth Worker, Hampshire County Council, to attend a conference at East Hampshire District Council Chamber on 4 June 2007 from 7 - 9.30 pm. Members were reminded that this date clashed with the next Council Meeting. Following consideration it was

RESOLVED that Mrs Ayer attend the meeting as the Town Council representative.

C 0028 **HAMPSHIRE ASSOCIATION OF PARISH AND TOWN COUNCILS (HAPTC)**

Members received invitations to attend the following training:

- A. Core Training for Councillors
- B. The Public and the Media (Module 3, Chairmanship Skills)
- C. Conduct and other Challenging Issues (Module 4, Chairmanship Skills).

Any members interested in attending were asked to contact the Town Clerk.

The Town Mayor invited all present to join him in a drink following the meeting.

The meeting closed at 8.40 pm.

Appendix A

Town Mayor's review of past civic year – 14 May 2007

May I first welcome on behalf of the Council our new Members, Cllrs Philip Aiston and Clive Shore. It is good to have you with us.

The Civic role has been strong and as your Town Mayor I have been invited, with the Town Mayoress, to over a hundred events in the civic year. From a social perspective this is very enjoyable but the true value is that it gives the Town Mayor a valuable opportunity to see the groups and individuals who do so much to ensure that Petersfield is such a successful community and a good Town in which to live.

The major civic events have been the visit to Barentin to celebrate their 40-years of twinning with Warendorf and the signing of our own twinning charters with Warendorf in both our Towns. The credit for these relationships lies with the Town's Twinning Association. I was pleased to be able to support the Association in a civic capacity and I am looking forward to seeing the new signs at the entrances to our Town. My charity for the year has been the Kings Arms Project and I was very pleased to be able to support them in this way.

Looking back at this year's events I believe that the recruitment of our Town Clerk, Mr Neil Hitch, is one of the most significant. Neil is improving the Council steadily and surely and so building on the good foundations laid by my predecessor as Town Mayor, Councillor Vaughan Clarke. Their combined efforts and the support that I have received from Members and Officers are very much appreciated.

Another major event has been the unlocking of Capital Funds that gives us the opportunity to achieve community benefits without precept. There is a plan in place and underway that allows us to seek external funding in order to achieve these benefits and the realisation of this plan will be an important task for this administration. The Town Clerk understands the need for partnership working in this context. The very existence of Capital was sufficient to deny us external funding.

Significant achievements outside of our normal service include: taking on responsibility for the bus shelters near Lloyds Bank and those intended near The Petersfield School; the provision of a new play facility at Paddock Way; improvements to the Town's sports facilities; and the formation of an Anti Social Behaviour Working Party that is working in partnership with others to reduce the impact of this behaviour on our Town.

As ever the setting of the Annual Budget was a demanding task that took many hours of Council time. I yearn for a more stable process with less peaks and troughs.

The Staff Panel has continued its work to introduce policies and procedures that are more robust and that comply with current employment legislation. This work is fundamental to the overall well-being of the Council. In my judgement this has been a successful year for the Council. I hope that this is a view shared by all. Thank you.

Appendix B.

Good evening Council - and a warm welcome to the press and those in the public gallery.

I thank fellow councillors for bestowing upon me the huge honour of representing Petersfield as the Town Mayor for this coming civic year. I am acutely aware that I am following in the footsteps of an illustrious list of past town mayors – and I am equally aware that many of them are watching these proceedings right now from the walls of the chamber. But of course, some of them are sitting around this table right now. We obviously know little of the characters of mayors long past - but we do know that the ones present this evening have all conducted themselves with honour and dignity – a fact that I will be very conscious of during my year as Mayor.

It goes without saying that I am delighted to be here, but what gives me equal pleasure is to welcome back to the chamber some of the old stagers. Cllrs Watkinson, Jenner and Mrs Vincent all now into their 4th consecutive administrations – Cllrs Ayer and Clarke both in their third term, and Cllr Mrs Ayer and myself in our second terms. But the top spot - by some margin - can only go to Cllr Ken Hick. If our records are straight, Ken first served this council from 1974-1980, had a bit of a break until 1999, and is now again in his third term. So I think it can be rightfully said that between us we can muster a good many years of experience and expertise. And to back up our experience we are fortunate to have an excellent team of officers led by the town clerk, Neil Hitch – and his highly experienced deputy, Mrs Sue McMorrison. I would certainly advise our two new councillors to take full advantage of this wealth of knowledge - and do be assured that officers and councillors alike are only too happy to help and advise whenever needed.

Which brings me to our new councillors – Philip Ainsley - who won one of the Bell Hill seats alongside Cllr Jenner, and Clive Shore who joins Cllr Mrs Ayer in St. Peters ward. A very warm welcome to you both. You join up with two very experienced councillors, and I'm sure you will yourselves bring fresh ideas and views to our debate.

Unfortunately the election also saw the departure of three most valued colleagues. Brian Dutton, who was both a Town and District councillor and who, in fact, ended his political career with us as Chairman of the District Council. Brian is now moving out of the area. We will very much miss his debating skills and his 'points of order'. Linda Daubney and Hugh Sandemen both came to us mid-term, and both contributed much to both the Town Council and to the life of the town. We thank them both for their contributions and wish them well for the future. But as we all know, the election has also left us two councillors short – a situation to be addressed as soon as possible and is, in fact, a later item on this agenda.

In conclusion – if I may air a personal view. This town council is formed and takes its shape through the political system and we have just fought, quite rightly and quite correctly, a clean election along political lines. But now the election is over, it is important that this Council comes back together again as a team. Of one thing I am absolutely certain. Everyone sitting around this table, no matter their political persuasions, are all joined by a common denominator. We all want to do our very best for the town, and we all want this town to prosper in every way possible. We will inevitably have differing ideas as to how this can be achieved and, as is perfectly normal, debate around this table may at times be heated, but nevertheless must be conducted in a respectful and free thinking manner, and when decisions are made, they must come from individual conviction, free of all political dogma.

Councillors sitting around this table are proud to be members of this council - and I put myself at the very top of that list. If they don't already, it is my sincere wish that our two new councillors - to be joined by two others in due course - will assimilate very quickly into Council, and start to feel the same sense of responsibility for the work they are about to embark upon.

THANK YOU COUNCIL

Appendix C

PETERSFIELD TOWN COUNCIL

Schedule of Meetings 2007/2008 Approved at C 0604 January 2007

Amended May 2007 C 0012 (High Meadow date changed)

Meeting	Day and Time	May	June	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr
COUNCIL	Monday 6.30pm	14	4	2	6		8	5	3	7	4	3	7
GROUNDS	Thursday 6.30pm	17	14	12		13	18	15		17	14	13	17
PUBLIC HALLS	Monday 6.30pm	21	18	16		17	22	19		21	18	17	21
FINANCE & GENERAL PURPOSES	Thursday 6.30pm	24	21	19		20	25	22	13	24	21	20	24
PLANNING	Tuesday 5.30pm	15	12	10	7	4	2	13	11	8	12	11	8
		29	26	24	21	18	16	27	18	29	26	25	22
							30						
HIGH MEADOW	Monday 6.30pm			23						28			

Bank/Local Gov Holidays: 7 & 28 May, 27 Aug, 25, 26, 27, 28, 31 Dec 2007, Jan 1, 21 and 24 March 2008 Annual Town Meeting 31 March 2008

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:

- * Hampshire Now Magazine
- * Committee for Rural Hampshire Annual Review 2006-07
- * Rotherlands Conservation Group Spring 2007 Newsletter
- * Community First East Hampshire Spring 2007 Newsletter
- * Communique – Community Care News from Community Action Hampshire
- * Action News Update April 2007
- * Voices, Issue No:6 from Drum Housing
- * Hampshire Fire & Rescue Service Integrated Risk Management Plan 2007/2010
- * Minutes from East Hampshire District Council's Standards Committee of 21st March 2007
- * Petersfield Twinning Association Spring Newsletter
- * Petersfield Open Air Swimming Pool Financial Report to March 2007
- * Campaign to Protect Rural England Newsletter Spring/Summer 2007
- * LCAS Bulletin No 19 from Zurich Insurance
- * Local Council Review, May 2007
- * Food Safety Matters from East Hants District Council
- * Parish Plans News Sheet April 2007
- * Action News Update from Community Action Hampshire
- * Notes of the East Hants District Council Providing Good Quality Services Panel of 28th March 2007
- * Friends of Petersfield Heath Newsletter No. 16 Spring 2007
- * South East Water Sustainable Development Report 2006
- * The Newsletter of the Allotments Regeneration Initiative Spring 2007
- * Wonderland News Issue 18 Spring 2007
- * Public sector Seminar Programme Spring & Summer 2007
- * The constitution of The Petersfield Town Partnership
- * Clerks & Councils Direct May 2007
- * Hampshire Countryside Access Forum Annual Report 2006
- * English Landscapes Newsletter
- * The Local Channel Community Engagement Pack

Other Information

- 1 Zurich Municipal have confirmed that the Christmas Lights will be included under our Public Liability insurance cover at no additional cost.
- 2 I heard a rumour that East Hampshire District Council were considering disposal of ownership of the Market Square. To establish the exact situation, I have exchanged communication with Chris Fairhead at East Hants who advises me that they are not considering disposal of the Square. Discussions are being held with Hampshire County

Council concerning its status as 'ancient highway'. If this is confirmed, then the County Council will control the land for practical purposes as it does most roads and pavements, but it would not affect the twice-weekly market as the market rights have existed, and were acquired, separate from the ownership of the land.

- 3 Hampshire County Council have begun the process of reviewing speed limits in communities across the county by offering villages the opportunity to request changes to their speed limits. This is initially being aimed at villages with current limits in excess of 30mph, those with no speed limits, and those that wish to extend a current 30mph limit.
- 4 Members are reminded that the Local Network Fund remains available for community organisations seeking grants towards projects being undertaken, especially when they relate to childrens' work. Grants of between £250 and £7,000 are possible up until March 2008.
- 5 Councillor Aaron Baird's resignation from the Town Council, of which you are already aware, was acknowledged on 18th April.
- 6 A resident from Horndean has written complaining about the presence of the Easter Fair on the Heath on Easter Sunday and advised me that during her visit that day, people were using barbecues on the Heath. I have written back answering the points raised in her letter and thanking her for the information provided.
- 7 A letter has been received from the Valuation Office concerning the rateable valuation of The Avenue Pavilion. Following our appeal against the current valuation of £3800, it has been agreed to reduce the valuation to £2200 with effect from 1st April 2004. I am still awaiting confirmation of the exact amount of the rebate we will receive, although a proportion of this will be due to Vail Williams whom we employed to undertake the appeal on our behalf.
- 8 The 2 bus shelters in The Causeway have now been installed, and I have accepted responsibility for their maintenance from Hampshire County Council. Interestingly, a complaint has been received from the caravan park in The Causeway that a shelter has not been provided for them as well.
- 9 The Department for Constitutional Affairs have written to all Councils with responsibility for maintaining burial grounds regarding the safety of memorials on graves. They raise concern over how Authorities have handled the issue of dangerous and unstable memorials. Whilst recognising that the risk associated with unsafe memorials is real and the importance of Health & Safety responsibilities, the context has also to be considered in that the number of accidents is very low despite the huge number of memorials countrywide. A proportional response to the risk is called for.

Neil Hitch
Town Clerk
7th May 2007

Petersfield Town Council
Schedule of Payments for April 2007

Appendix E

Purchase Number	Supplier	Description	Net	VAT	Gross
P 703005	Voice Grounds Care	February extras: Removal & disposal of 4 tyres at The Heath, Remove kitchen sink from Love Lane Rec. ground, Remark Penns Football pitch & athletics track, Removal of litter Love Lane & glass from skate ramps & pavillion area. Dug inspection holes by lake and fill hole at swim 29	566.00	99.05	665.05
P 703021	Castle Trading Company	Janitorial supplies - Festival Hall	112.15	19.63	131.78
P 703036	Voice Grounds Care	Reworking Avenue Flower Bed	450.00	78.75	528.75
P 703037	AS Electrics	Repairs to low level light fittings - Sheet Rec.	1568.63	0.00	1568.63
P 703050	Robin Burleigh	Fell 4 oak trees next to pavillion Heath Cricket ground	300.00	0.00	300.00
P 703051	Robin Burleigh	Cut down various willow trees by swim no: 15,24,25,43. Pollard various willows. Reduce branches towards telegraph pole & Sussex road, Fell dead willow and Scots pine. Reduce length of branch on lime tree. Fell damaged Sycamore tree.	2405.00	0.00	2405.00
P 703052	L.G.I.U.	Town Clerk - Good Practice seminar	100.00	17.50	117.50
P 703053	C. Kates & Son	Water supplies & checks of valves & taps at 2 allotment sites	51.06	8.94	60.00
P 703055	Southern Water	Water drainage for Town Hall	251.52	0.00	251.52
P 703056	Southern Water	Water drainage for Town Hall	43.90	0.00	43.90
P 703057	Cluson Engineering	Halls Manager & Assistant - safety clothes & shoes	116.00	20.31	136.31
P 703058	Melanie Robinson	Return of Deposit	150.00	0.00	150.00
P 703059	Big Southern Promotions	Return of Deposit	250.00	0.00	250.00
P 703061	Petersfield Musical Festival	Return of Deposit	250.00	0.00	250.00
P 703062	Petersfield Conservatives	Return of Deposit	150.00	0.00	150.00
P 703062	Robin Burleigh	Remove dangerous branch & dead wood cherry tree - St Peters yard	25.00	0.00	25.00
P 703063	Southern Water	Water drainage for Town Hall	627.82	0.00	627.82
P 703065	Phil Hayler	Repairs to cleft rail fencing & install security post for bin	215.00	37.62	252.62
P 703066	Phil Hayler	Repair to pond boardwalk, re-instate posts disabled drop-off point	44.00	7.70	51.70
P 703067	Acorn Office Supplies	Stationery	105.00	18.38	123.38
P 703068	Voice Grounds Care	Open spaces litter and grounds	3884.52	679.79	4564.31
P 703069	Voice Grounds Care	Litter & Grounds	2510.30	439.30	2949.60
P 703070	Petaprint	Printing of maps for Heath	80.00	14.00	94.00
P 703071	Veolia Environmental Services	Container exchange - Town Hall	114.32	20.01	134.33
P 703072	Veolia Environmental Services	Container exchange - Avenue Pavillion	71.45	12.50	83.95
P 703073	Farnham Castle Newspapers	Display advert	56.15	9.82	65.97
P 704000	EFA (Trading) Ltd	Fire Marshal Course - Festival Hall Manager	180.00	31.50	211.50
P 704001	S.O.C.S.	Return of Deposit	250.00	0.00	250.00
P 704004	Petersfield Youth Theatre	Return of Deposit	250.00	0.00	250.00
P 704005	Petersfield Youth Theatre	Return of Deposit	250.00	0.00	250.00
P 704006	Martin Holmes	Return of Deposit	250.00	0.00	250.00
P 704007	Britton Price	Combi service contract	494.00	86.45	580.45
P 704009	TAS Software	TAS payroll software support	159.00	27.83	186.83
P 704010	Wray People Management	HR advisory and support service - April 2007	78.00	13.65	91.65
P 704011	Stage Services Ltd	Annual contract for Festival Hall stage lighting	5332.00	933.00	6265.00
P 704012	Johnston Newspapers South	Insert for Petersfield Post	73.00	12.78	85.78
P 704014	Society of Local Council Clerks	Delegate Sharing Conference	265.00	46.38	311.38
P 704015	HAPTC	Affiliation Fee 2007/2008 & NALC Levy	1188.00	0.00	1188.00
P 704016	RBS Software Solutions	OMEGA software maintenance for 1 year	300.00	52.50	352.50
P 704017	Zurich Municipal	Insurance Policy	2664.92	0.00	2664.92
P 704018	Zurich Municipal	Insurance Policy	222.65	0.00	222.65
P 704019	Zurich Municipal	Insurance Policy	20969.42	0.00	20969.42
P 704020	Neopost	Service Plan renewal	198.50	34.74	233.24
P 704021	EHDC	1st payment for rates for pavilion & premises 07/08	843.20	0.00	843.20
P 704022	EHDC	1st payment for rates for year 07/08 offices & premises	13542.00	0.00	13542.00
P 704023	EHDC	1st payment for rates for year 07/08 hall & premises	921.60	0.00	921.60
P 704024	UK Office Systems	Colour toner for copier	135.00	23.63	158.63
P 704025	Southern Water	Bill for Avenue Playing Fields	95.34	0.00	95.34
P 704026	Southern Electric	Electricity bill for Festival Hall	1257.09	219.99	1477.08
P 704027	Vodafone	Mobile phone for MCO & Festival Hall Manager	43.77	7.65	51.42
P 704028	De Lage Landen	Ramswalk Shopping Centre CCTV	460.00	80.50	540.50

**PETERSFIELD TOWN COUNCIL
ANTI-SOCIAL BEHAVIOUR WORKING PARTY**

Notes from meeting held 17th April 2007

Present: Hilary Ayer, Chairman (Petersfield Town Councillor)
Natalie Doig (EHDC Anti-Social Behaviour Officer)
John Terry (PCSO Hampshire Constabulary)
Jamie Lewis (PCSO Hampshire Constabulary)
Neil Hitch (Town Clerk Petersfield Town Council)
Paul Molloy (Petersfield Town Councillor)

1. Chairman's Comments

The Chairman made no comments

2. Apologies for absence

Apologies were received from Cllr Vaughan Clarke

3. Notes of Last Meeting

The notes of the meeting held 27th February 2007 were approved. Neil Hitch advised that Alton Town Council's CCTV project was not as attractive as it sounded. They were still short of capital funds and the £30-£40,000 annual revenue costs had not been provided for as yet.

4. Reports of Vandalism

A. Paddock Way

No report of incidents.

B. The Avenue

- 1 A group of teenage girls were disruptive on Sunday, as well as being rude & aggressive plus distributing litter in the area.
- 2 A resident has reported groups of youths standing at night in the area creating noise disturbance.
- 3 Recently planted trees in the Avenue grounds had been sawn off about 10 days ago.

The police continue with their regular nightly patrols. Discussion centred on the ease of access to the Pavilion roof and ways of potentially curbing the nuisance in the area by use of the Mosquito, or Pink Lighting. The Mosquito is effective up to 10 metres and costs £460 plus VAT. It is available from The Security Centre in Petersfield and is effective in deterring the under 25's from loitering. Pink Lighting is a new idea and its success and cost is being investigated by Natalie.

C. The Allotments

No report of incidents.

D. The Heath/Cricket Pavilion

No reports of incidents although the possibility of using the Mosquito was mentioned should the need for a deterrent be considered necessary.

E. Love Lane

No report of incidents.

F. Town Centre/Other areas

Duncan Gordon has written to all residents in Rookes Mews in an attempt to avoid any repetition of the previously reported anti social behaviour.

Various incidents of shoplifting in the High Street and Lavant Street were mentioned, along with issues with excessive noisy traffic in The Causeway.

5. Barbecue Area on The Heath - Consultation Process

Neil Hitch advised those present that the consultation letters for the Barbecue areas and Youth Shelters had not yet been sent due to staffing shortages over the last month.

It was noted that some people had started to bring their barbecues to the Heath over the previous warm weekend.

6. Youth Shelters - Consultation Process

John Terry reported on the PCSO's feedback from some of the pupils at TPS and Churchers. Further visits were planned. The results so far were:

66% of those present said they would use Youth Shelters

44% would be content with any design

38% considered The Heath a suitable place to have a shelter and 33% Love Lane

42% considered themselves safe in a shelter with 41% saying maybe. Concerns were expressed over shelters being used by 'gangs'

55% of those questioned lived in Petersfield

The time of day when shelters would be used was very evenly spread.

Overall the response was positive.

Hilary Ayer reported that she had spoken to some present at the Snap disco who were again mostly in favour and considered Penns Farm by the Taro Centre would be a good place for a shelter.

7. Neighbourhood Policing - review of initial feedback

John Terry reported that the Police were waiting for Councillor priorities to be fed back from the wards before completing their initial review. It was noted that the request for Councillor priorities did not come to Town Council level.

John Terry also reported that he as moving to Whitehill and a replacement PCSO for Petersfield Town Centre was coming from Alton.

8. Date of Next Meeting

The date of the next meeting of the Working Party would be held on 5th June 2007 commencing at 2.30 pm in the Council Chamber, Town Hall, Petersfield.

THE PETERSFIELD TOWN PARTNERSHIP
PETERSFIELD TOMORROW
MINUTES OF THE FIRST ANNUAL GENERAL MEETING

Monday 26TH March 2007 at 7pm at

Petersfield Community Centre, Love Lane

Apologies were received from Tracey Haskins, Nick Heasman, Gareth Gammon, Jill Towner, Trevor Towner, Jonathan Berry, G.Thornton.

The Chairman introduced Liza Smith, Town and Village Project Officer.

1. Introduction

The Chairman explained that the main purpose of the meeting was to appoint the Honorary Officers and Committee Members and to adopt the Constitution in order for the Town Partnership to proceed and secure funding for project work.

The Officers of the Interim Management Committee were prepared to stand for election but other nominations were welcomed.

Reservations had been expressed previously about a Councillor holding the Chair.

2. To Elect the Honorary Officers of The Partnership

The following nominations for the Honorary Officers were proposed by David Carrick and seconded by Tony Shaw.

Chairman	Cllr Bob Ayer
Vice Chairman	Tony Struthers
Treasurer	Cllr Paul Molloy
Secretary	Linda Boatswain
Public Relations Officer	Nick Keith

All were agreed by a majority.

3. To Elect the Management Committee

According to the draft Constitution, the Management Committee should consist of no more than 15 members.

The nominations for the Management Committee were:

Tony Shaw (Local Transport) – proposed by Tony Struthers

Vincent Edberg (Town Character) – proposed by Philip Haines

Philip Haines (Town Character) – proposed by Vincent Edberg

Graham Smith (Employment & Training for Young People) – proposed by Hilary Ayer

Gareth Gammon (Retail & Business) – proposed by Nick Keith

Nick Heasman (Natural Environment & Local Products) – proposed by David Burstall

Hilary Ayer (Employment & Training for Young People) – proposed by Graham Smith

All were seconded and agreed by a majority.

The Chairman pointed out that the Management Committee had no authority to appoint the representatives of the local Authorities. Nominations would be sought from the Authorities by the Management Committee.

4. To Adopt the Constitution of The Petersfield Town Partnership

The Chairman asked for comments on the Constitution. It was explained that although the group would continue to be known as Petersfield Tomorrow, the Petersfield Town Partnership, launched on the 30th October 2006, was formed in order to hold a bank account and apply for external funding for future Projects resulting from public consultation.

Nick Keith proposed that the Constitution be adopted; this was seconded by Les Jarman and agreed by a majority.

5. To Receive a Financial Update

The Treasurer pointed out that there had been little movement recently in the account but that would change shortly. The balance stood at £ 8884.14. £ 5000 would be lost back to “Awards for All” because the funding had been agreed too late for the production of the Questionnaire document. Another bid would be submitted for the Town Design Statement. EHDC had ring-fenced £ 7000 for consultancy fees for the Town Design Statement. Planning policy from EHDC had been very supportive. Planning policy would require more public consultation than in the past.

George Watkinson reminded the meeting that at the first AGM the chosen bank would normally be approved. The Abbey was duly approved by a majority.

The Chairman, who had to catch a train, then handed over the Chair of the meeting to the Vice Chairman, Tony Struthers.

The Vice Chairman invited Liza Smith to give a brief resume of her role as Town and Village Project Officer at EHDC.

The post was a two year appointment. Two days per week would be dedicated to Petersfield Tomorrow. Her main objective was to co-ordinate the development and implementation of the consultation work carried out by Petersfield Tomorrow and put together a formalised and robust final report in order to secure government funding for future projects.

The Vice Chairman then invited Vincent Edberg to give a report on the progress of the Town Design Statement group.

The Town Design Statement came out of the earlier consultation process of the Market Town Health Check where local people expressed the wish to develop or enhance the character of the town. The project group was set up to produce a Town Design Statement which would form an essential part of advice and guidelines for all future planning applications in the town. From June to September 2007 everyone in Petersfield would have the opportunity to give their views on aspects of the town. A public event on June 16th 2007 would launch the consultation phase of the project. A follow-up meeting would outline the initial findings and the way forward.

A community planning consultant, Nick Wates, had been engaged to advise the group. Both District and Town Councils were very supportive of the project and had provided initial funding to get the project under way.

Nick Keith had prepared a press release announcing events of the next few months.

Tony Struthers declared the meeting closed at 19.48.

Chairman..... Date.....

EAST HAMPSHIRE DISTRICT COUNCIL

**NOTES OF A MEETING OF THE LARGER COUNCILS' FORUM held on
WEDNESDAY 4th October 2006, at 6.30 pm in the Council Chamber, Penns
Place, Petersfield**

Present

Cllr S C James (Chairman)	Deputy Leader, EHDC
Cllr Mrs A James	Bramshott and Liphook Parish Council
Cllr D Chamberlain	Headley Parish Council
Cllr R Clifford	Headley Parish Council
Cllr N Paren	Liss Parish Council
Dick Bowery	Clerk to Liss Parish Council
Cllr G Watkinson	Petersfield Town Council
Neil Hitch	Town Clerk, Petersfield Town Council
Cllr Mrs F Thomas	Whitehill Town Council
Cllr Mrs S Howard	Whitehill Town Council
Cllr D Willoughby	Alton Town Council
Steve Parkinson	Clerk, Alton Town Council
Cllr Mrs S M E Halstead	Chairman, EHAPTC
Cllr Mrs Z Faddy	District Councillor
Will Godfrey	Chief Executive
Andrew Ferrier	Head of Community
Valerie Dobson	Senior Policy Planner
Brian Turner	Streetcare and Operations Manager
Mike O'Mahony	Community Manager (South)
PC Mowbray	Hampshire Police
Adam Craig	Hampshire County Council
Andrew Wilson	Hampshire County Council
Cynthia Haveron (note taker)	Committee & Members' Services Co-ordinator
Julie Lloyd (note taker)	Committee & Councillors' Support Officer

1. APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllr Mrs S Langham, Chairman, Horndean Parish Council and Mrs S Munro, Clerk, Horndean Parish Council.

2. NOTES OF THE MEETING HELD ON 24th MAY 2006

It was agreed that the notes of the meeting held on 24th May 2006 were a true record.

3. Chairman's Announcements

The Chairman advised that the order of the agenda had changed and item 9 would be heard after items 1, 2 and 3, to allow P C Mowbray to return to his duties.

4. MATTERS ARISING

(i) Provision of Sports Facilities in the District – Wessex League

Mike O'Mahony advised the Forum that a meeting had taken place last week (25th September 2006) with representatives from the Wessex League, the five football clubs that played in the League and relevant stakeholders. In addition, a planning officer from EHDC had been present. The purpose was to have an open discussion to promote understanding and ways forward particularly with regard to ground criteria.

The Wessex League aimed to be one of twelve "Grade Five" status Leagues (Premier) of which there were fourteen at present. Grade Six Criteria (Div 1) was still to be ratified (likely in Oct 06). Grade Seven Criteria (Div 2) would follow thereafter. At some point, there would be an audit carried out, and Wessex League was keen to be ahead of the game.

In East Hampshire, there were two main issues:

Recreation Grounds, particularly for Liss Athletic and Clanfield. Liss was making progress on the changing room project. Any consideration for stands would need to go through the logical planning processes, with due regard to the environment and location. Clanfield was looking at some form of improvisation re: extending some form of canopy from the Pavilion which may cover the Stand aspect of the criteria.

Floodlights: Early indications suggested that this would not be essential until Grade Six, and all clubs complied at the current time.

Storage was another issue given the amount of changing rooms required for teams and referees.

Funding was also highlighted. There was funding of up to £100,000 from FA Ground Improvements Grant for Grades 5 and a proportional reduction for Grades 6 and 7. There was also Community Initiative and Community Forum Project Funding. All were subject to criteria and some partnership funding.

Cllr Nigel Paren expressed his disappointment that the Criteria did not recognise smaller villages, with smaller populations and catchments. At a time when they

were trying to encourage more people to take part in sport, this was somewhat depressing.

5. EXPLANATION OF ROLES AND DUTIES OF NEW EHDC ANTI SOCIAL BEHAVIOUR OFFICER

Andy Ferrier advised the meeting that the post of ASBO Officer would be employed by the Youth Offending Team and the funding would come from the Home Office. The post, which was currently vacant, was based at EHDC. Andy Ferrier explained the role of the post:

- i) To keep a register of individuals known to be causing problems. The register would be reviewed on a monthly basis and decisions made on what to do. ASBO orders could occur and could be used as a preventative tool.
- ii) The officer would also co-ordinate the response between the police and the Council and give general advice on avoiding conflict.

Cllr Paren explained problems and issues experienced with youths every Friday and Saturday night in Liss and asked whether an ASBO officer would be able to help this situation as he understood there was a problem in other areas too. Andy Ferrier talked of the 'new spirit of partnership' in the District since the appointment of Inspector Kedge. He said the Inspector had brought a new approach to policing in the area. There was also an appointment of a Police Liaison Officer, who was based at the EHDC offices. A further role of 'Analyst' had also been established, its role was to analyse trends and address them. The Council had also appointed a new Community Safety Officer, Calie Sharman.

PC Mowbray explained that they were working on a broader base in tackling anti-social behaviour. He added that ASBO stood for Anti Social Behaviour Order and an ABC was an Anti Behaviour Contract, which were two levels of controlling persistent offenders.

PC Mowbray also explained that an ASBO was a difficult thing to implement and required evidence of criminal offences. The ABC contract was a voluntary contract with the youth where police approached the youths and their families to discuss enforcing it. The contract could restrict youths from certain areas of villages and going out having contact with people. There was a cross-over centre with activities for them to visit.

A question was asked on how effective the ASBO's and ABC's were and if they worked. PC Mowbray replied "Yes, they did and gave the police more power if the youth's breached them".

The Forum was told that the Police Liaison Officer was looking at the problems in and around Liss.

6. WINCHESTER & EAST HAMPSHIRE OPEN SPACE STUDY – INVOLVEMENT OF TOWN AND PARISH COUNCILS

Valerie Dobson and Mike O'Mahony presented a paper outlining the joint East Hampshire and Winchester City Council open space study now being undertaken by consultants 'Inspace Planning'. The study would report back next summer and would cover open spaces and built recreation facilities within the two Districts. Town and Parish Councils would be contacted in the next few weeks and their input into the study was emphasised as being fundamental to creating each parish profile. This could include activities such as dance in village halls. The survey would include looking at the quality of access, which in some instances may include footpaths. This was an issue in Headley Parish Council where Cllr R Clifford said that he did not know who was responsible for sections of footpath which were laid to tarmac and never got swept.

7. BUS SHELTERS

Cllr Watkinson advised the Forum of a surprise letter received from HCC which informed Petersfield Town Council that they were now responsible for maintaining two bus shelters. They explained they had no budget as they were not aware of this responsibility until the letter arrived. At the time of the meeting no other Parish Councils at the meeting had received a letter.

After some discussion with representatives from HCC, Will Godfrey suggested that this item should be discussed at a more appropriate meeting. HCC were asked not to send out similar letters to other Parish Councils until this meeting had taken place.

Andrew Wilson from HCC welcomed the opportunity for further negotiations.

ACTION: W Godfrey

8. FOOTPATHS AND FOOTPATH OFFICER FOR DISTRICT

The Chairman reported that this would be a subject covered by the Hampshire Action Team (HAT) which had been set-up to help HCC get closer to residents and he would follow up this item and report back to the next meeting.

ACTION: Cllr S James

9. PLAY AREAS

Concerns were raised about the funding for the take-over of play areas to Parish/Town Councils.

Will Godfrey confirmed that EHDC was not seeking to hand over assets in an effort to save money but was keen to find a sensible solution which was in the best interest of the communities. This issue would be resolved through the outcomes of the open space review in item 6 of the agenda.

10. INDUCTION FOR PARISH AND TOWN COUNCILLORS

Andy Ferrier informed the Forum that the Chairman of the Standards Committee, Robert Venables, was keen to give new Parish & Town Councillors the opportunity to receive training on the Code of Conduct and the Standards Board for England. Two training sessions were planned for late May 2007 and it was felt that Councillors should attend these before they sat on a committee. If there was a larger demand for training then more sessions would be arranged. It was also agreed to extend invites to Town and Parish Clerks.

Andy also informed everyone that Audrey Hollingbery leading East Hampshire Compact was holding an afternoon Partnership Training event which was relevant to Senior Councillors and Clerks and would be free of charge.

ACTION: Anyone interested please contact Audrey Hollingbery

11. TRAVELLERS

A request was made for assistance from EHDC Legal Service officers to assist Parish Councils in the removal of travellers.

The Chairman said that in spirit the Council was willing to help but there were resource practicalities to be looked at. Will Godfrey added that a new Head of Legal Services was starting in October 2006 and this would be an opportunity to look at the resource EHDC could offer. He was never one to turn away income. Parish and Town Councils were informed that they would be billed for these services.

12. CONSULTATION ON LICENSING

The Alton Town Clerk enquired if it was possible to be informed of any licensing applications being considered which had raised a high public concern.

Will Godfrey replied that he had no problem in principle, but would look at what EHDC could do because of pressures of work and time scales. He did not want to implement an absolute mechanism.

The Chairman added that this should be a two way exchange of information as Parish and Town Councils were likely to hear of any concerns in some cases sooner than the District Council.

ACTION: WG

13. ANY OTHER BUSINESS

Cllr Clifford informed the meeting that they had a lot of trees in their Parish and were looking for legal guidance in respect of tree maintenance.

The Chairman suggested that the Arboriculture Officer for EHDC could help Headley Parish Council with advice.

ACTION: C Haveron to arrange

14. DATE OF NEXT MEETING

The next meeting would be held on Wednesday 30th May 2007.

The meeting closed at 7.40 pm