

PETERSFIELD TOWN COUNCIL

Minutes of a meeting of the Grounds Committee held at the Council Chamber, Town Hall, Petersfield, on Thursday 17 November 2011 at 6.30 p.m.

PRESENT: Cllr R Ayer (Chairman), Cllr G Budden, Cllr Ms J Dickinson, Cllr Mrs L Farrow, Cllr P Marshall and Cllr W Organ

ALSO IN ATTENDANCE: Mr N Hitch (Town Clerk), Mrs S McMorran (Deputy Town Clerk), Mr P Jones (Maintenance Contracts Officer) and Petersfield Herald.

G 0365 CHAIRMAN'S COMMENTS

The Chairman had no comments.

G 0366 APOLOGIES FOR ABSENCE

All members being present there were no apologies for absence.

G 0367 APPROVAL OF MINUTES

RESOLVED that the minutes of the meeting of the Grounds Committee held on 13 October 2011 be approved.

G 0368 DECLARATIONS OF INTEREST

Cllr Ayer declared a personal non prejudicial interest as he had served as an EHDC Councillor with David Kidd for many years, minute number G 0373 refers.

G 0369 PUBLIC REPRESENTATION

No members of the public were present.

G 0370 MAINTENANCE CONTRACTS OFFICER'S REPORT

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

The Chairman commented on how impressed he was with the grid pave trial around the play equipment on The Heath apart from one square which did not have any turf. The MCO advised that this area had been vandalised and would be replaced in due course.

The MCO took questions regarding Love Lane Pavilion, the cleanliness of the Heath WC's and the Grounds Maintenance Contract.

The Town Clerk reported that there had been a Health and Safety issue at the Avenue Playing Field with a buried metal gate post surfacing. The MCO had arranged for this to be removed.

G 0371 PLAY EQUIPMENT PROJECT

Members received a report from the Deputy Town Clerk on the progress being made with the equipment installation on The Heath and Bell Hill

recreation ground, a copy of which is attached to these minutes at Appendix B.

Members discussed the options regarding the surfacing at Bell Hill Recreation Ground and also the provision of gates at The Heath. Following which it was

RESOLVED that surfacing remain as the original plan for Bell Hill Recreation Ground, with further consideration at a later date if required.

It was also

RECOMMENDED that the sum of £1140.34 be agreed and funded from earmarked reserves for the gates to the Heath Toddler play area.

G 0372 **AVENUE PAVILION - PLANTING SCHEME**

Members received and considered a planting scheme for the Avenue Pavilion. Members were reminded that a successful bid for developer's contributions had been made for the scheme.

Following consideration it was

RESOLVED that the scheme be approved and the work ordered.

G 0373 **MEMORIAL TREE - THE HEATH**

Member received a request to plant a memorial tree on The Heath.

Concern was raised at trees being planted on The Heath as the policy was to reduce the number of trees. The suggestion was made that a plaque be placed near an existing tree. Members were advised that the Friends of Petersfield Heath were not in favour of introducing more trees onto The Heath.

Following consideration it was

RECOMMENDED that the request to plant a memorial tree on The Heath be agreed with the provision that the correct species (native) be planted in a suitable position following advice from Friends of Petersfield Heath. All further requests for memorial trees must include the caveat that two trees must be removed before a memorial tree is planted.

G 0374 **NORDIC WALKING SESSIONS**

Members received and considered a request to hold Nordic Walking Sessions at Penns Farm Playing Fields, The Rotherlands Nature Reserve and The Heath in 2012.

Members agreed that the Rotherlands Nature Reserve was not a suitable site. The Pond area of the Heath, including the Millennium Path was not considered suitable. However the rest of the Heath was considered suitable

for Nordic Walking. Some members also felt that Penns Farm Playing Fields was also suitable.

RECOMMENDED that permission for Nordic Walking Sessions at The Heath, not including The Pond and Millennium Path area, and Penns Farm Playing Fields, avoiding the pitches, be given with the situation to be reviewed 6 months after the sessions began. The charge for this activity to be delegated to Officers to negotiate.

G 0375 **PETERSFIELD CRICKET CLUB**

Members received a report entitled "The Heath Grounds Maintenance Funding Value for Money Report" from Petersfield Cricket Club, copy attached to these minutes at Appendix C.

Members agreed that the report was very good with lots of detail. The grant would be considered during the budget process.

RECOMMENDED that "The Heath Grounds Maintenance Funding Value for Money Report" be received and noted and the Cricket Club be thanked for the very full and detailed report.

G 0376 **ALLOTMENT USERS MEETING**

Members received and considered the notes from the Allotment Users Meeting held on 24 October 2011, copy attached to these minutes at Appendix D.

The Chairman reported that he had been advised by an attendee that the meeting had been very good.

General discussion took place on tree work at the allotment sites.

RESOLVED that the notes from the Allotment Users Meeting held on 24 October 2011 be received and noted.

There being no further business the meeting closed at 7.35 pm

Maintenance & Contracts Officer's Report
to PTC Grounds Committee.
November 2011

This report seeks to inform councillors of matters of interest affecting any of the public open space land which we own or manage. Members are reminded that its contents are not available for debate, but questions can always be asked and we will seek to answer them, however it should be borne in mind that if they involve the need for investigation or would be complex or lengthy, answers will need to be given outside of the meeting. If councillors consider that any matter on the report is in need of debate, the subject can be added to a future meeting's agenda for this purpose. ~ Town Clerk.

General:

- All Grounds Maintenance Contract works are on schedule and I am pleased to report that I am not aware of any problems.
- There has been a minor issue with the Animal Waste Contract (dog bins) which had resulted in some bins not being emptied. This was caused by internal admin changes with the contractor but the situation has now been corrected and amended.

Love Lane Recreation Ground:

- Some minor concrete damage has become apparent on the street-course element of the skate park. An engineer from the park installers Wheelscape Ltd has accompanied me to inspect the damage and we have agreed that they (Wheelscape) will carry out all necessary repairs as soon as possible. This work falls within the warranty/guarantee and will be carried out at no cost to PTC.
- The Junior Pavilion building has been broken into! Thieves have managed to force their way through a security shutter and gain entry to the building by smashing a window at the "Little Pieces" nursery. At the time of writing, the incident is being investigated by Police and it is not yet certain what items may be missing or what other damage has occurred though we do understand that a laptop computer has been reported as stolen. We have temporarily secured the building by boarding up the window. Our insurers have been informed and they have instructed us to obtain and submit two estimates before organising permanent repair. This incident again re-enforces my view that we should perhaps consider installing CCTV security to help protect our grounds and buildings.

Bell Hill Recreation Ground:

- The annual Charity Fireworks Display organised by the Petersfield Round Table has been another successful event. One of the biggest fireworks displays in the area it raises much needed money for various charities. As usual the event was well organised with much emphasis on health and safety but managing at the same time to provide lots of family fun and entertainment for the local community. I am not aware of any problems surrounding this event and, as always, any damage repair and ground re-instatement will be carried out by the organisers with our approval.

Bell Hill Common:

- A large dead Ash tree which presented a danger to nearby properties in Coxes Mead has had to be felled.
- The small pond had breached its banks and was flooding the road at Bell Hill Ridge. The problem was caused by a blocked culvert outlet which takes surplus water from the pond under the road to a drainage ditch. The blockage has been cleared and the problem is now resolved.

The Avenue:

- There is a walkway, behind the southern boundary hedge, which goes from just behind the tennis courts and meets with the footpath to Dragon Street in the south west corner of the recreation ground. This walkway serves the houses in Sussex Gardens which back on to the field and is often used by elderly people. The walkway became heavily overgrown and hazardous because of the back-growth from our boundary hedge, traditionally this side of our hedge had never previously been cut and I have received complaints and questions from local elderly people who were finding passage along this path impossibly dangerous. I have reached agreement with our contractor that this hedge should be cut properly on both sides as part of the Grounds Maintenance Contract. It has now been properly cut and tidied and the path is safe to use.

The Heath:

- The new playground is now nearing completion.
- The extended Gridpave ground consolidation trials located at the cantilever tyre swing and the Logworld adventure unit both appear to have been very successful.
- There have been reported incidents of people hurting themselves by hitting their head on the roller security shutters to the Heath toilets. Apparently persons unknown wait until someone enters the toilet and then pull the shutter down just enough so that when the unsuspecting person comes out they unwittingly strike their head on the bottom of the, now lower, shutter! We have now modified the shutters so that they can be locked in the open position thereby preventing further incidents.
- The water level in Heath Pond is finally improving and if there continues to be sufficient rain fall we should soon see the pond reaching the optimum level for this time of year.

THE HEATH AND BELL HILL RECREATION GROUND - PLAY EQUIPMENT**Bell Hill Recreation Ground**

A meeting with Greenspan has been held and, at the time of writing this report, we are currently awaiting an up to date price for the equipment as some time has passed since the original quotation. A further update will be given at the meeting, when it is hoped more information will be available.

The Heath

The sand play unit has now been installed - there had been a significant delay on the supply of this piece of equipment from the manufacturer. The sand is due to be laid and the teddy bear swing installed (also a delay from the manufacturer) on Friday 11 November 2011.

New gates to the playground have had to be ordered (old ones did not meet up to date regulations). Once these have been delivered (approximately 1 week) and installed the playground will be complete and ready for use.

Do members wish me to organise an opening event for the playground?

Sue McMorran
10 November 2011

The Heath

Work has been completed today - The Town Clerk and I visited the site this afternoon and it is looking good. We had some very positive feedback from members of the public.

The MCO and I will formally snag the work early next week. The gates will be installed as soon as possible after they are delivered (SD Playgrounds have said they will be able to do within 24 - 48 hours of the gates arriving).

As I mentioned in my written report there have been delays on delivery of some of the equipment which has caused the project to take longer than anticipated.

Bell Hill Recreation Ground

I am pleased to report that, following some negotiation, the price for the work at Bell Hill (quotation dated 31 January 2011) remains at the original quotation of £61,334 plus the agreed additional unit at £10,000 making the total £71,334.

The original race track springer is no longer available and has been replaced by the four way parrot springer.

The lion see-saw is also no longer available and this has been replaced with two individual springers - one which will be DDA compliant.

It has been suggested that some options regarding the surfacing within the toddler area be considered.

The toddler areas is 400 m² in total 200m² will be covered with the artificial grass leaving 200 m² of natural turf. This could potentially become a maintenance issue (will become muddy in wet weather.

The options given are to lay artificial grass over the whole of the area which will cost an additional £5,000 or to lay a tarmac path through the toddler area at an additional cost of £2642.

If neither option is acceptable then I have been advised that the proposed layout may have to be altered to facilitate leaving the natural turf.

Sue McMorran
17 November 2011

Appendix C

Please reply to

25 Long Down
Petersfield
Hants
GU31 4PD

Tel:-01730 260094



28 October 2011

Mr N Hitch
Town Clerk
Petersfield Town Council
The Town Hall
Heath Road
Petersfield GU31 4EA

Dear Mr Hitch,

Re: Grounds Maintenance Contract, The Heath, Petersfield

I am writing to provide you with an update on the grounds maintenance at The Heath, Petersfield for which Petersfield Town Council has very kindly provided us with £8,000 of support.

Without the proper maintenance of the grounds we would be unable to provide the benefits that we offer to all people within Petersfield and surrounding communities.

I attach for your information a report on how the £8,000 was spent and the value for money that has been able to provide the club and community. The report is able to demonstrate the positive impacts on children and young people between the ages of 5 and 16yrs and also how the numbers of adults both returning to cricket and overall participating in the sport have increased.

Petersfield Cricket Club has plans to build upon the successes that it has achieved hoping to provide more cricket to more young people in the community. The vital support that Petersfield Town Council offers to the club is an integral part of those plans and we look forward to continuing the partnership.

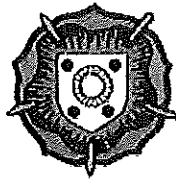
Yours sincerely,

Andy Salmon
Club Captain
Petersfield CC

27 OCT 2011

Enc
Value for Money Report

Petersfield Cricket Club



The Heath Grounds Maintenance Funding Value for Money Report to Petersfield Town Council

2011

30/1/2011

Executive Summary

Petersfield Cricket Club is very grateful for the support they receive from Petersfield Town Council. The agreed £8,000 grounds maintenance annual funding is a key building block in helping us achieve our vision. Without properly maintained grounds we would be unable to provide the benefits that we do to the community.

This report provides Petersfield Town Council with detailed information on how their 2011-12 funding to the club has been spent and the value that this has provided to the community.

In 2011 the club achieved all of its goals set out in the 2010 Value for Money Report and has continued to:

- Have a positive impact on the Community Partnership Priority Outcomes such as increasing the participation of 5-16 year olds in sport
- Increase the participation of young people
- Increase the skills and achievements of players
- Increase the participation in senior cricket
- Increase the number of senior players returning to play cricket

In addition it achieved significant success as both the 1st XI and 2nd XI were promoted with the help of the up and coming young players in the town.

In 2012 we have further plans to expand and provide more cricket to more young people in the community. By improving standards we can enhance the profile of Petersfield generally. We can only do this with the continued support of the Council.

The club looks forward to the Council's continued support and will continue to highlight the benefits that this brings.

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Appendix A – Breakdown of Costs October 2010 to September 2011

Introduction

On 1st February 2010 Petersfield Town Council (PTC) approved the proposal that £8,000 is included in the budget for funding grounds work to the square at The Heath Cricket Ground. This had historically been carried out by Petersfield Cricket Club (PCC) however the growth in colts' and senior cricket in recent years meant that the amount of work required could no longer be carried out by volunteers. It was also recognised that this funding would bring in line the support for the grounds work provided by PCC to other major sports clubs in the town.

The work has been split into the following cost headings:

Strip preparation - labour	£2,950
Fuel	£405
Capital Provision for equipment	£705
Square Maintenance Materials	£1,065
Winter Maintenance work	£1,375
Repairs and Breakdown	£1,500
Total	£8,000

PCC had applied for a further £3,000 for the maintenance of the outfield and periphery during the season but this work was contracted out.

It was agreed that the funding would be split into two payments on 1st April (£5,500) and 1st October (£2,500). The latter payment would cover the cost of the square maintenance materials and winter maintenance work. The funding would commence in April 2010 and be a regular budget item for the Town Council. The current £8,000 funding would be for the year ending March 2012.

The funding was received by PCC as agreed and this report provides PTC with an end of season update on how their money is being spent, the benefits and value that is created in the 2011 season and the plans that the club have for 2012.

Did the Club Achieve its Goals in 2011?

In our 2010 Value for Money Report, we set out a number of goals for 2011. In 2011, the club planned to provide the following new teams in the club:

- U13 Girls team
- An additional U9 and U11 team making two teams in each age group

Achieved!

We also planned to hold the following festivals which will bring teams in the area to the town:

- U9 and U11 Festival
- Girls Festival

Achieved! (U9 festival was cancelled due to a number of teams withdrawing)

At senior level we planned to add two more senior teams:

- Ashurst League Midweek XI
- Sunday 2nd XI

Achieved!

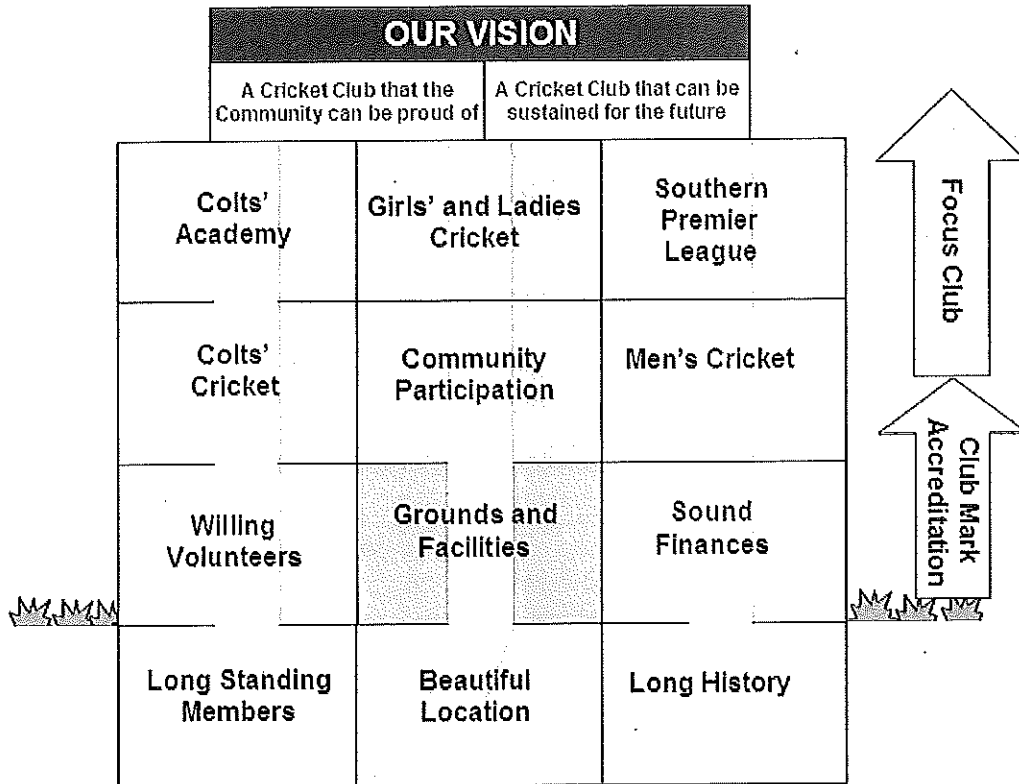
We also planned to hold the following tournaments:

- Senior 6-a-side tournament
- 6-a-side charity tournament for local businesses and clubs

Achieved! Our charity tournament was in aid of McMillan nurses and was a match between a Petersfield XI and a Comedians XI which raised £4,920.

The Importance of Grounds Maintenance

The provision of grounds on which to play cricket is obviously one of the fundamental building blocks of our cricket club.



Without a place to play cricket that is maintained throughout the year, we will not be able to achieve all our other objectives and create

***“a cricket club that the community can be proud of
and a cricket club that can be sustained for the
future.”***

Accreditation

In July 2009 Petersfield CC achieved ECB Clubmark status. In 2010 the club decided to accept Hampshire Cricket Board's invitation to become a Focus Club.

Greig Stewart, HCB Cricket Development Officer, said,

"The upgrade to Focus Club is testament to the hard work that has gone into the development of the club over the past years. Throughout my time at Hampshire Cricket Board I have been really impressed with the club's commitment to the progression of young players and I am delighted to have you on board as a Focus Club."

A Focus Club is part of a Community Cluster which is in essence a geographic area and is a collaboration of:

- The Focus Club (cricket club)
- Its partnership of schools / education establishments (including primary, secondary, special education needs schools, high and further education colleges)
- Local community groups (including youth clubs, brownies, guides, cubs, etc...)
- Local business and sponsors

Through its Cricket Development Plan, the Clubs aspirations are incorporated in a consolidated plan for Hampshire, which in turn is consolidated across the UK, allowing the England & Wales Cricket Board to identify the priorities for the development of cricket at grass roots level.

How the Funding Has Been Spent

Item	Budget	Actual Oct 10-Sep 11	Estimate Oct 11-Sep12
Strip Preparation - Labour	£2,950	£2,679	£3,500
Fuel	£405	£170	£200
Capital Provision for Equipment	£705	£2,190	£800
Square Maintenance Materials	£1,065	£784	£1,000
Winter Maintenance Work	£1,375	£1,439	£1,500
Repairs and Breakdown	£1,500	£738	£1,000
Total	£8,000	£8,000	£8,000

Strip Preparation – Labour

The club has spent £2,679 on a groundsman. Details of the time spent are shown in Appendix A. In 2011 we were fortunate to have an assistant groundsman who worked for approximately 150 hours at 50% of the hourly rate of the senior groundsman. It is unlikely that this will continue in 2012 and therefore we have budgeted accordingly. The number of matches has now increased due to the extension of the square at the Heath to accommodate the additional teams.

Fuel

Details of the fuel purchased are shown in Appendix A.

Capital Provision for Equipment

The club purchased another rotary mower before the start of next season costing £364. Two of our older cylinder mowers broke down during the season leaving us with just one which for 2 weeks was a high risk. We managed to get one repaired but we do need to purchase another before next season to leave us with one spare between the two grounds. It is expected that we will have to purchase another large roller within 5 years. This year the

club is able to set aside £2,190 as capital provision however this money will be spent on the new cylinder mower.

Year	Cylinder and rotary Mower Cost	Roller Cost	Required Capital Provision	Actual Capital Provision
2010-11	364	0	2,894	964
2011-12	3,000	0	2,894	2,190
2012-13	0	0	2,894	
2013-14	0	0	2,894	
2014-15	0	10,000	2,894	
2015-16	4,000	0	2,894	

Square Maintenance Materials

The club bought the following for The Heath through the recommended Hampshire Cricket League supplier:

Super Surrey Loam - £403.11

Emerald Green Grass Seed - £200.00

The total cost of all materials is £784 and includes fertilizer, lime and turf. This is slightly less than budgeted because we had surplus material from 2010. This has now all been utilised.

Winter Maintenance Work

In addition to work carried out by our own groundsman, the club employed a contractor to scarify the square and outfield and spread the loam, grass seed and fertilizer on the square. The overall cost of maintenance during the winter is £1,439 (see Appendix A). The contractor will also slit the outfield and spike the square during the winter.

Repairs and Breakdown

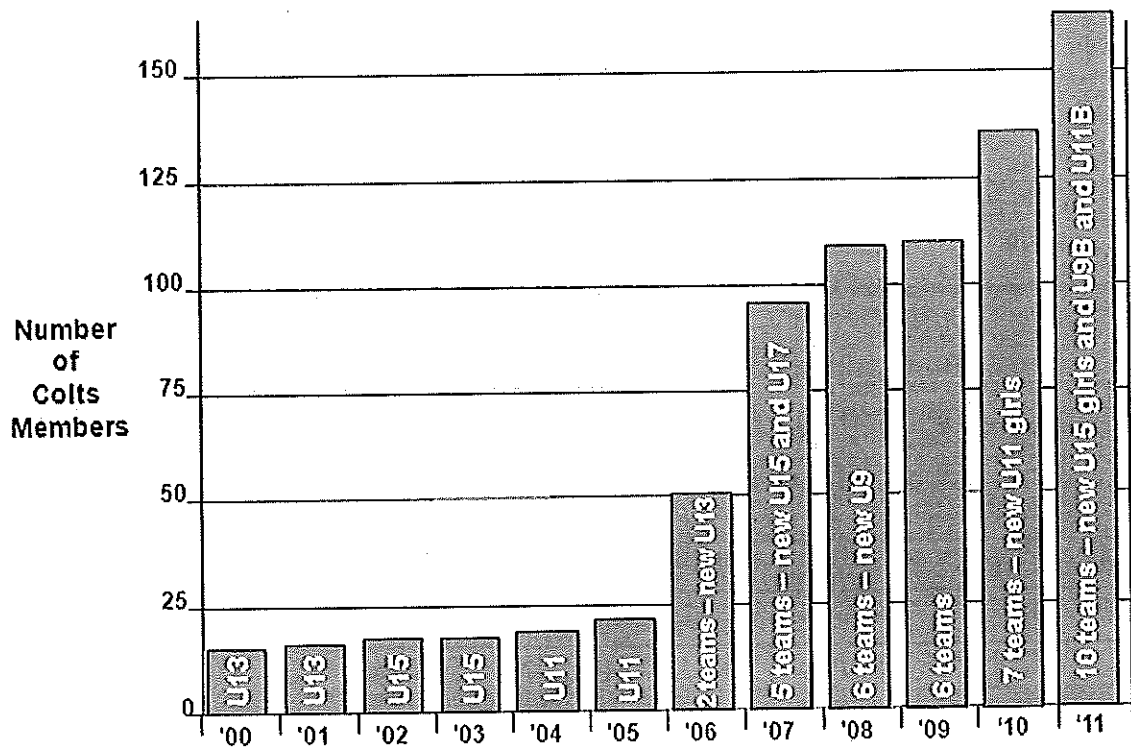
The club has spent £738 on equipment repairs and maintenance. The future cost will include sharpening the blades and new hydraulic hoses for the roller.

What have been the Benefits to the Community in 2011?

We have made a difference to the following Community Partnership Priority Outcomes:

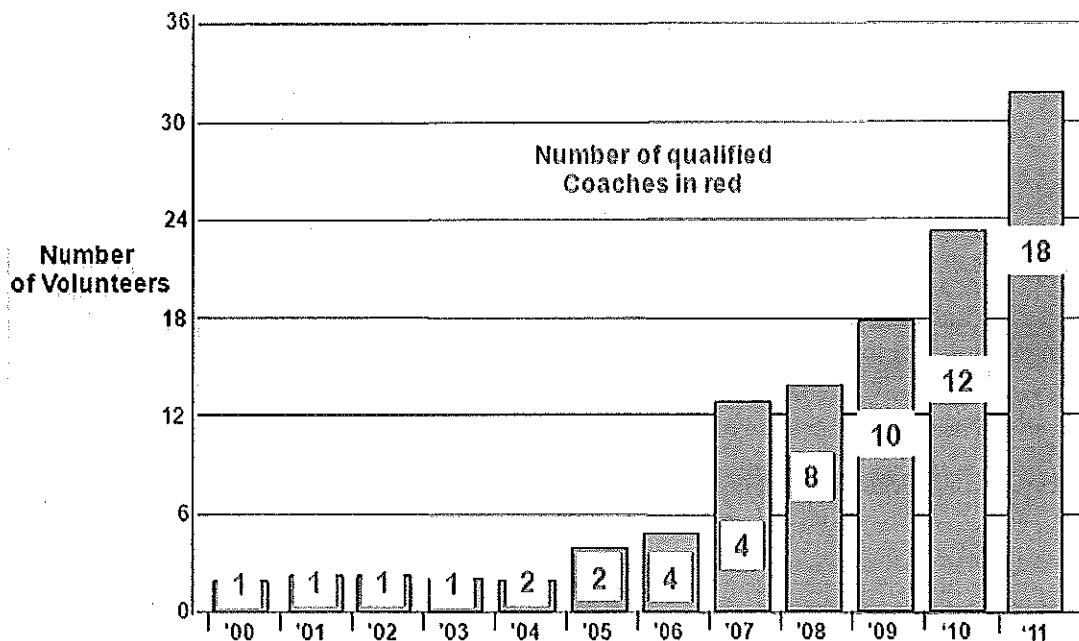
- Improved the management and maintenance of play areas
- Increased Access to Leisure and Recreation
- Improved the activities of young people and the places for them to go
- Enhanced the take up of sporting opportunities by 5-16 year olds
- Increased the participation of 5-16 year olds in sport
- Increased the participation of young people feeding into sports clubs
- Increased young people's involvement in volunteering
- Reduced the risk of fear of crime and level of antisocial behaviour through inter-generational activities
- Increased the number of people exercising regularly

Increasing Participation of Young People



- We have increased the number of 5-19 year olds playing cricket from 135 to 165.
- We have built on the girls' U11 team and now offer cricket to girls up to U15 that plays at The Heath
- We now have 28 girls in the club in all age groups that are coached and play matches
- We have offered each colt 10 indoor coaching sessions and 14 outdoor coaching sessions and the opportunity to play in club matches making a total of 60 hours of cricket
- We have engaged with 15 local schools and attracted players from a number of new and different schools in 2011
- We have run an U11 cricket festival at The Heath thus raising the profile of Petersfield CC and the community
- We hosted the Hampshire Lady Taverners' competition for girls where the winners went through to the national tournament
- We now have 2 teams at both the U9 and U11 age groups

Increasing the Skills and Achievements of Players



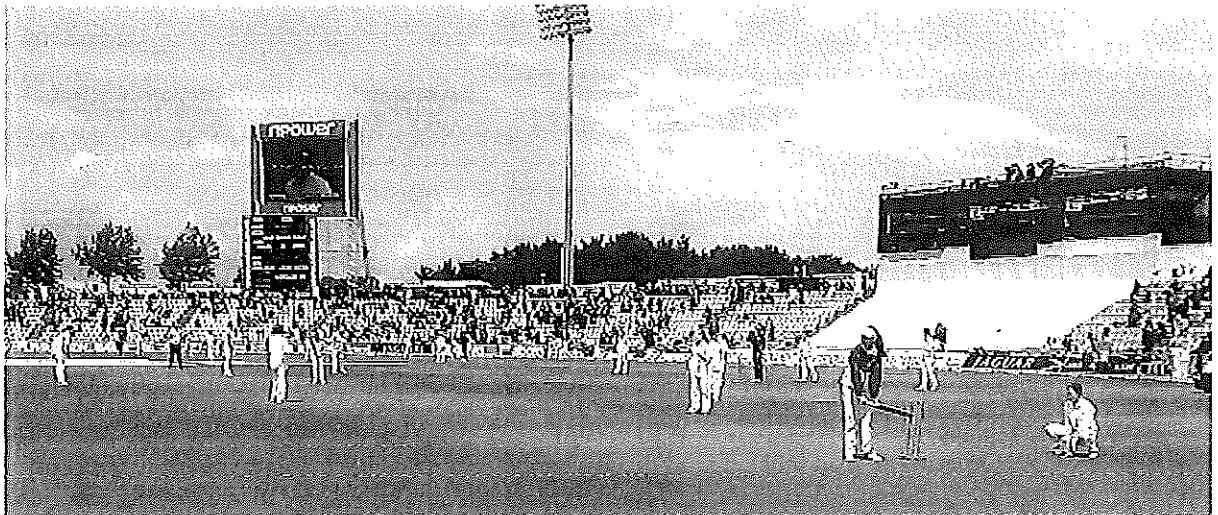
- We have had 9 more volunteers join our colts' volunteer team in 2011 taking the total to 32 with 18 qualified coaches
- 6 of our coaches are in the 16-20 age bracket and 5 more young people have regularly assisted coaching the younger colts with 3 of them going on to take coaching courses during the winter
- Three more coaches have passed the UKCC Level 1 course and three more coaches have passed the UKCC level 2 course with the same numbers taking courses this winter
- We have had 8 players selected for the South East Hampshire District Squads in 2011 – two at U15
- We have had one player selected to play for Hampshire at U10, our first county player for many years
- We have nominated 22 players for the district assessments this winter
- Our U9, U11 and U15 teams all accounted for themselves well in the A Divisions of the South East Hampshire League. In previous years, all our teams had played in the B Divisions
- One of our U15 players was leading wicket taker in our 1st XI and another U15 player achieved the same in the 3rd XI. One of our U17 players was leading wicket taker in the 2nd XI.

- Our U17 team reached the semi-finals of the County Cup.

Our U11 boys represented Petersfield Cricket Club at the Rose Bowl in the summer and took part in a number of coaching exercises on the outfield prior a Hampshire 20-20 match.

Our U9s played in the Zooters U9 tournament at the Rose Bowl as one of 48 teams in the County.

Our girls were invited to play a demonstration match at the Rose Bowl on the Saturday of the first ever test match at the venue.



Raising Money for the Community

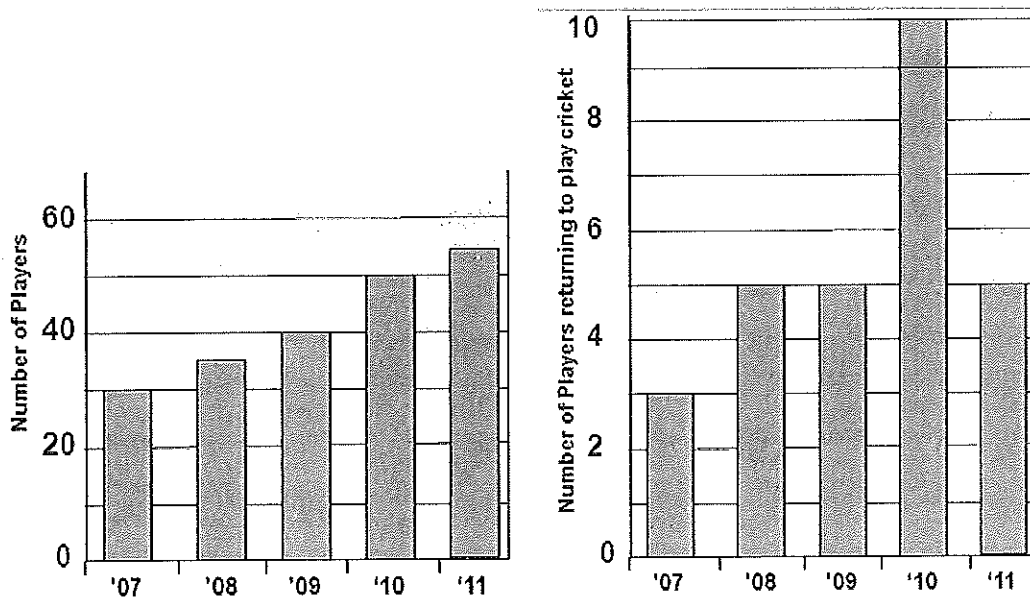
The Petersfield Macmillan Celebrity Cricket Match on Sunday 5th June was a huge success, despite the weather on the day being drastically different from the glorious sunshine of the day before. However while many of the surrounding towns and villages were subjected to torrential downpours an umbrella of positivity and fun seemed to shield the Heath Grounds from most of it, and only in the last 10 minutes of play did the rain become more than a few scattered drops here and there.

This is the first year the Petersfield Cricket Club has held this event and around 300 – 350 people made it down to the Heath over the course of the afternoon. Some just popped in for a bite to eat and a drink whilst others came early and stayed till the end. During the day the Celebrities mixed freely with the public, chatting and having their photographs taken and each of them had nothing but praise for the whole day. The relaxed way in which things were run, the accent being on having a wonderfully entertaining, fun and positive afternoon, made being there a real pleasure for everyone.

In total, the club raised **£4,920** for McMillan nurses.



Increasing Participation in Senior Cricket



- The 1st XI were runners up in RD1N of the Hampshire League and were promoted
- The 2nd XI were promoted for the second year running and will now play in RD2NE.
- This means that there will be two divisions between each of the senior teams thus providing an excellent development path for the young players coming through with not too big a step up between standards in teams.
- The club started a senior indoor team to play in the winter months and they achieved promotion from Division D of the South East Hampshire (Fareham) Indoor League
- The club started a midweek team playing in the Ashurst League to cater for those who wanted to play evening cricket
- 5 more senior players returned to playing cricket after a number of years away from the game. This makes a total of 28 returning players over the last 5 years. Over 20 are still active players in the club.
- The club has 11 senior players who have played for the club and have a son or daughter who plays for one of the colts' teams
- We now run a second Sunday team for two months of the summer to accommodate as many players as possible

- The Club has 55 regular players in senior cricket and 80 different players have played senior league cricket, midweek cricket and Sunday cricket – 18 of those have been colts

Improvements in Facilities at the Heath

In 2010 the club restored the practice net area back to use by building two artificial nets using funds raised through grants.

In 2011 the club had raised enough money to replace the vandalised scoreboard in the Heath pavilion. The money had been raised over the years by grant funding from Petersfield Town Council and by fund raising primarily by the colts who have bag packed at Waitrose supermarket.

In 2011 the club also turned the remainder of the old toilet block next to the Heath pavilion into a grounds store. Planning permission was sought and granted and the work was funded by internal fund raising in the club.

The Heath pavilion is now well on its way to being restored from the state it was in after vandalism and is as secure as the club can make it. All the buildings are now fully in use and the net area has been restored.

Plans for 2012

The club has achieved an enormous amount over the past few years and in 2012 the club is planning to maintain all the achievements it has started and consolidate its position.

As a club, we are collectively looking forward to the next 5 years and the detail of what we want to achieve in line with our vision and how we are going to organise the club in order to achieve it.

In 2012, the club is planning to maintain the numbers of colts in the majority of the age groups but continue to attract:

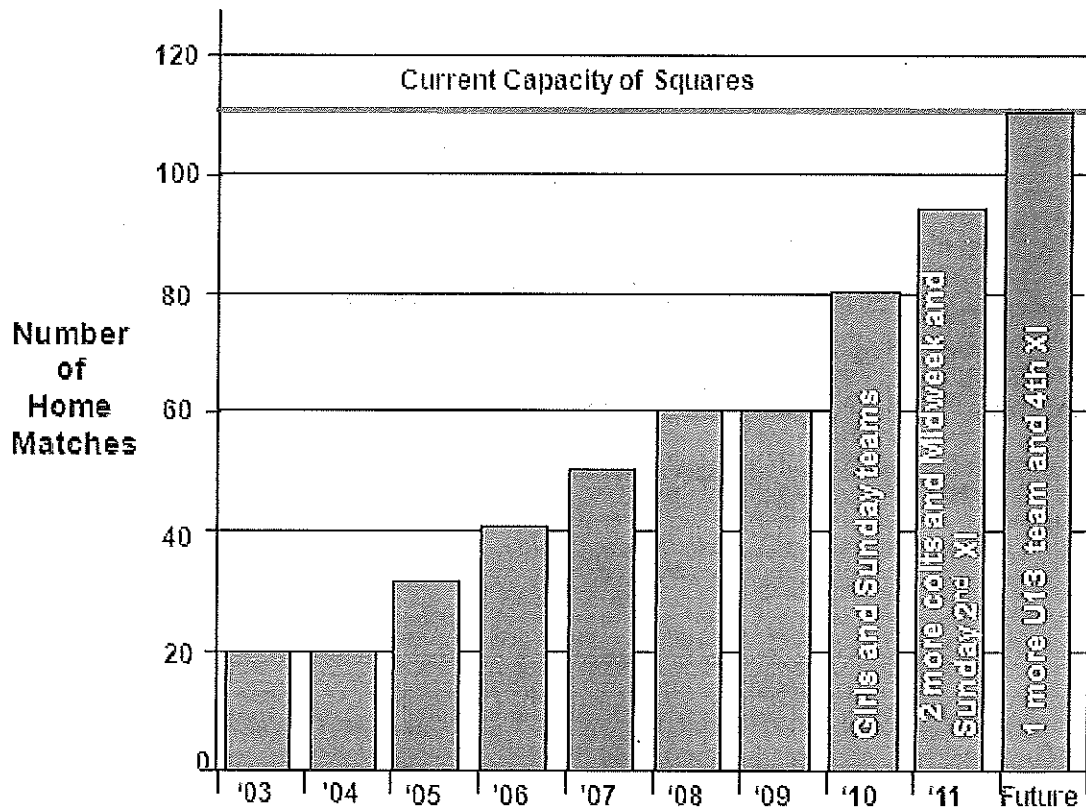
- more girls into the club
- more U13s to a point where we can run 2 teams

We are planning to provide specialist bowling and batting coaching to all players over and above the normal coaching sessions to continue to improve the standard of cricket in the club and to provide a structured development path for the more talented cricketers.

We plan to continue to improve the facilities at the Heath pavilion to continue to make the building a pleasant place to play cricket.

We are planning to finalise the lease arrangements at both the Heath and Penns Place with Petersfield Town Council and East Hampshire District Council in order to provide arrangements for the long term sustainability of the club in line with our overall vision.

Future Planning of the Squares



- 60 matches have been played at The Heath in 2011. We have the capacity for 8 more matches
- 33 matches have been played at Penns Place. We have the capacity for 9 more matches
- Both our grounds have the capacity to accommodate the planned additional U13 team and a 4th XI at some point in the future.
- The Heath square has been increased from 10 strips to 12 strips over the winter of 2010-11
- When the lease agreement is signed with East Hampshire District Council to secure the sustainability of Penns Place so that we can secure funding, we are planning to replace the unusable artificial strip at Penns Place which will help absorb any further additional matches

APPENDIX A - Breakdown of Costs – October 2010 to September 2011

DATE	WORK	TIME (hrs)	TIME COST	EXTRAS	FUEL COST	MATERIALS COST	REPAIRS COST	WM WORK	TOTAL COST	RUNNING TOTAL
07 October 2010	Square repairs & reseeding	3.5	£0.00	None				£35.00	£35.00	
11 October 2010	Contractor work	5.5	£0.00	Diesel	£9.53			£55.00	£64.53	
18 October 2010	Mowing	3	£0.00	Repairs			£48.56	£30.00	£78.56	
OCTOBER TOTALS		12	£0.00		£9.53	£0.00	£48.56	£120.00	£178.09	£178.09
01 November 2010	Repairs to square	3.5	£0.00	None				£35.00	£35.00	
	Grounds work with contractor	5.5	£0.00	Equipment			£48.56	£55.00	£103.56	
	Mowing	3	£0.00	Fuel	£9.53			£30.00	£39.53	
NOVEMBER TOTALS		12	£0.00		£9.53	£0.00	£48.56	£120.00	£178.09	£356.18
31 January 2011	Raking & mowing	10.5	£0.00	Fuel	£7.62			£105.00	£112.62	
DECEMBER AND JANUARY TOTALS		10.5	£0.00		£7.62	£0.00	£0.00	£105.00	£112.62	£468.80
13 February 2011	Machinery maintenance	8					£80.00		£80.00	
24 February 2011	Rolling & mowing	5	£0.00					£50.00	£50.00	
03 March 2011	Raking & mowing	7	£0.00					£70.00	£70.00	
11 March 2011	Fertilising & mowing	5	£0.00	Fuel	20.83			£50.00	£70.83	
23 March 2011	Fertilising & mowing	8	£0.00					£80.00	£80.00	
24 March 2011	Rolling & mowing	5	£0.00					£50.00	£50.00	
28 March 2011	Rolling & mowing	3	£0.00					£30.00	£30.00	
31 March 2011	Building inspection	1	£0.00					£10.00	£10.00	
FEBRUARY AND MARCH TOTALS		42	£0.00		£20.83	£0.00	£80.00	£340.00	£440.83	£909.63
30 April 2011	Grounds work	18.6	£186.00	Fuel	£25.26				£211.26	
30 April 2011	Grounds work	20.5	£102.30						£102.30	
APRIL TOTALS		39.1	£288.30		£25.26	£0.00	£0.00	£0.00	£313.56	£1,223.19
31 May 2011	Ground works	44	£440.00	Fuel	£24.68				£464.68	
	Ground works	34	£170.00						£170.00	
MAY TOTALS		78	£610.00		£24.68	£0.00	£0.00	£0.00	£634.68	£1,857.87
30 June 2011	Grounds work	64	£640.00	Fuel	£35.39				£675.39	
	Grounds work	38	£190.00						£190.00	
JUNE TOTALS		102	£830.00		£35.39	£0.00	£0.00	£0.00	£865.39	£2,723.26
31 July 2011	Grounds work	42	£420.00	Fuel	£22.85				£442.85	
	Grounds work	38	£190.00						£190.00	
JULY TOTALS		80	£610.00		£22.85	£0.00	£0.00	£0.00	£632.85	£3,356.11
30 September 2011	Grounds work	24	£240.00	Fuel	£13.58				£253.58	
	Grounds work	20	£100.00						£100.00	
AUGUST AND SEPTEMBER TOTALS		44	£340.00		£13.58	£0.00	£0.00	£0.00	£353.58	£3,709.69
07 May 2010	Travis Perkins		£0.00	Hydrated Lime		£31.02			£31.02	
09 March 2010	Andy Salmon		£0.00	Fertilizer		47.98			£47.98	
17 June 2010	Andy Salmon		£0.00	Fertilizer		£11.44			£11.44	
28 June 2010	G.R. West		£0.00	Roller repairs			£279.26		£279.26	
26 August 2011	D J Scott		£0.00	Mower repairs			£281.34		£281.34	
16 September 2010	Munro South - Square Maintenance		£0.00	Loam		£403.11			£403.11	
16 September 2010	Munro South - Square Maintenance		£0.00	Grass Seed		£200.00			£200.00	
04 October 2011	Outfield Maintenance		£0.00	Turf		£90.24			£90.24	
29 September 2010	Roy Michael - Winter Maintenance Work		£0.00	Square				£504.00	£504.00	
29 September 2010	Roy Michael - Winter Maintenance Work		£0.00	Scarifying				£250.00	£750.00	
TOTAL			£0.00		£0.00	£783.79	£560.60	£754.00	£2,098.39	£5,808.08
2011 Season TOTAL		419.60	£2,678.30		£169.27	£783.79	£737.72	£1,439.00	£5,808.08	

Petersfield Town Council

Allotment Holders Meeting

24 October 2011

Rose Room 19:00hrs

Present:

Cllr Julie Dickinson (Acting Chairman, Member of Grounds Committee)
 Cllr Bill Organ (Member of Grounds Committee)
 Cllr Lesley Farrow (Member of Grounds Committee)
 Mrs Sue McMorran (Deputy Town Clerk)
 Mr Peter Jones (Maintenance Contracts Officer)
 Mrs Fiona Mort (Administration Assistant)
 20 x Allotment Holders

Apologies:

Ms P Gray (Plotholder)
 Mr B Hart (Plotholder)
 Mr P Cotton (Plotholder)

The Chairman welcomed everyone present and introduced herself. She also asked how many people were represented from each site. There were equal numbers from each site.

- **Land for additional allotments**

Mr Bradford mentioned that his neighbour had received a letter from The Town Council about land that would be available for future allotments. Sue McMorran informed him that this was not a Town Council initiative and that these allotments would be private and would be situated at Waterworks Lane in Sheet. The Allotment Association had asked the Town Council to write to everyone on the allotment waiting list to ask if they were interested in these possible new allotments. Names had been forwarded to David Petche. These would be private allotments. Tim Dilks of The Allotment Association advised that these allotments would have plots as well as a community orchard. Meetings regarding these allotments are ongoing with the Adhurst Estate who would be the landlords.

- **Waiting Lists**

The Chairman read out the numbers for the waiting lists at present. Sheet 34 and Tilmore 35. She also mentioned that 11 plots had been terminated since January 2011. The Deputy Town Clerk mentioned that a number of plots had been split.

- **Security of tenure for Sheet allotments**

Mr Bruce asked what the current position was regarding Sheet plot holders living in Petersfield and the responsibility of The Town Council to them if Sheet Parish Council was to be formed. The Deputy Town Clerk informed him that an extraordinary meeting of The Town Council would be held on 31st October to discuss matters further and that anyone was welcome to attend. Those present were advised that under allotment law it was possible for a parish to have an allotment site out of their Parish. Cllr Organ advised that the final decision following the consultation would be made by East Hampshire District Council. Mr Jones informed everyone present that the

Town Council had spent a lot of time looking for land in Petersfield for additional allotments and that this process was still ongoing.

- **Deer Proof Fencing**

Tim Dilks asked whether the budget for next year included deer proof fencing as there was an ongoing problem with deer at Tilmore allotments, with the far end track by the gate being the worst area. Peter Jones had asked The Allotment Association for suggestions for the budget for the forthcoming year and that they had put several suggestions forward including deer proof fencing and that this was a priority item and had been included in the draft budget for 2012 - 2013. Cllr Bill Organ asked about the option for partial fencing of certain areas. Mr Mike Owen mentioned that there were several gaps in the hedgerow where deer had got through. John Deavin asked whether the intention would be to have heavy duty fencing or whether hedging would be better. This would depend on the availability of funds in the budget. Peter Jones asked that if anyone had suggestions to get in contact with him. Tim Dilks mentioned that the deer proof fencing installed at Sheet allotments in the past was really good.

- **Grass cutting contract and roads**

Mrs Davis asked what the contract covered regarding grass cutting and roads at the allotments.

The grass cutting contract at present specifies that only the main pathways are cut. Mr Jones mentioned that due to the new contractors that there had been several issues regarding grass cutting but that the problems had now been resolved. Mr Bruce mentioned that a lot of plot holders did not know what areas they had to cut. The Deputy Town Clerk mentioned that all grass and paths around their allotments had to be cut by the individual plot holders, as outlined in the terms and conditions. Mr Jones showed all present a map of the areas at Sheet and Tilmore that were cut by the contractors. A map of these areas would be displayed on the noticeboards so that plot holders were aware. If anyone had questions or wished to report problems regarding this they should contact Mr Jones. Mr Jones advised that the scraping of the track had not been a total success especially as heavy rain had occurred just as the work had been carried out. Access to the site at Sheet was difficult for deliveries of scalping, but that this was an on-going budget item.

- **Raised beds on plots**

Mr Deavin asked whether plot holders were allowed to have raised beds made from wood on their allotment plots. The Deputy Town Clerk informed him that there were no restrictions regarding raised beds on the allotments and that as long as plot holders met the required cultivation standards they would be okay. If the plot holder decided to give their plot up in the future then it would be their responsibility to remove these structures, if they were not required by the incoming tenant.

- **Overhanging trees on boundary**

Heather Bird asked about the overhanging trees on the East boundary of Tilmore allotments. She mentioned that there were a lot of diseased trees and that trees were overhanging her plot from Tilmore Road. Peter Jones mentioned that it was difficult to determine the ownership of the trees but that Hampshire County Council owned the

trees along Tilmore road and Dark Hollow. The Town Council was only responsible for trees within their boundary and that if there were any dangerous trees that they would be removed.

Mr Elleker mentioned that he had a Rowan tree on his plot that had been there for several years, since he had taken the plot on and this was very overgrown and took a lot of light away from his plot. Plot holders were allowed to cut down trees on their plots, providing there was not a Tree Preservation Order on the tree (it was extremely unlikely that there were any TPO's on the allotments). Mr Elleker advised that the tree was quite large. Mr Jones asked Mr Elleker to contact him after the meeting to discuss in more detail.

- **Swop Shop**

David Barton mentioned that the swop shop at Tilmore had become more of a dumping ground than a place for goods to be left for plot holders to make use of. He asked that any items that had not been swapped after 4 weeks be removed by the person who had donated them and that notification of this be put in The Allotment Association newsletter.

- **Pest control policy**

Helen Smith asked whether The Town Council had a specific policy regarding pest control. She had taken advice from a Pest Control company when she has lots of rats on her plot to try and control the problem. Mr Jones informed her that there was no specific policy regarding pest control and that plot holders were able to get rid of rats themselves if needed. He also mentioned that traps had been given to The Allotment Association in the past. Mr Bruce mentioned that these traps were still in use. Julie Dickinson asked whether plot holders were issued with guidelines concerning pest control. The Deputy Town Clerk informed her that there were no specific guidelines issued but that if plot holders had any problems that they should contact The Town Council.

- **General**

Julie Dickinson mentioned that she had recently accompanied Sue McMorran and Fiona Mort on an allotment inspection and she was very impressed with the allotment plots at both Sheet and Tilmore.

Sue McMorran asked that all plot holders number their plots as it is a requirement of their Tenancy Agreement and that it made inspections a lot easier. She also asked all plot holders to keep the paths in and around their allotments strimmed.

The meeting closed at 20.00 pm