

PETERSFIELD TOWN COUNCIL

A meeting of the Grounds Committee was held at the Town Hall, Petersfield, on Thursday 13 October 2005.

**PRESENT:** Mr C Jenner (Chairman)  
Mr R Ayer  
Mr B Dutton  
Ms M Vincent  
Mr H Sandeman

**ALSO IN ATTENDANCE:** Mrs S McMorran (Deputy Town Clerk)  
Mrs L Farley (Administration Officer)  
Mrs S Watts (Responsible Financial Officer)  
Mr P Jones (Maintenance/Contracts Officer)  
Petersfield Herald  
Petersfield Post

and 2 members of the Public

**G 0383**      CHAIRMAN'S COMMENTS

The Chairman advised those present that confirmation had been received from EHDC that £2,300 had been awarded towards the provision of bollards at The Heath.

The Chairman also stated that it was very sad that the Council had lost Mrs Julie Butler who had worked very hard for this committee.

**G 0384**      APOLOGIES FOR ABSENCE

All members being present there were no apologies for absence.

**G 0385**      APPROVAL OF MINUTES

Following consideration it was

**RESOLVED** that the minutes of the meeting of the Grounds Committee held on 8 September 2005 be approved and signed as a correct record with the following amendments:

Date of the meeting to be amended to 8 September  
G 0276 A (i) ...Best Value Improvement Plan with the category Beneficial

G 0276 B (ii) ...that the Angling Club be invited to progress this and once .....

G 0278 C ....Maintenance/Contracts Officer....

G 0285 B ...it was RECOMMENDED that these items....

**G 0386**      DECLARATIONS OF INTEREST

There were no declarations of interest at this meeting.

**RESOLVED** that the meeting be adjourned for a 5 minute period, in order for members of the public to discuss matters of interest with Councillors.

Mr Christian Dupont of Philip Voice Limited apologised to those present that he had been unable to attend the previous Grounds committee meeting when the Town Planting had been discussed. Mr Dupont apologised on behalf of Philip Voice Limited for the situation, which had arisen this year. Certain elements had been out of their control. The company had taken steps to rectify the situation and Mr Dupont hoped members were happy with the winter planting. As a gesture of good faith the contract would be extended by two to three weeks in order to maintain the winter planting.

Finally Mr Dupont stated that Philip Voice Limited would be happy if the contract was renewed and stated that he was very willing to discuss a planting scheme for the following year in the near future.

Mr Dupont was thanked by the Chairman for attending the meeting. Some members expressed their surprise that the contract ended in October.

**G 0387      APPOINTMENT OF DEPUTY CHAIRMAN**

Cllr Dutton was proposed by Cllr Ms Vincent and seconded by Cllr Ayer following which it was

**RESOLVED** that Cllr Dutton be elected as Deputy Chairman for the remainder of the current municipal year.

**G 0388      MAINTENANCE/CONTRACTS OFFICER'S REPORT**

Mr Jones gave his report to those present, a copy of which is attached to these minutes. Discussion took place on the Skateboard Equipment at Love Lane, the 6 lane running track at Penns Farm and the remaining posters advertising the Taro Fair. Following which it was

**RESOLVED** that

A. Costings for the repair and the removal of the Skateboard Ramp at Love Lane be sought and be presented to the November meeting of the Grounds Committee

B. The organisers of the Taro Fair be asked to remove the posters within Petersfield

C. The plan for the six lane running track at Penns Farm Playing Fields be amended to become a single lane running track.

**RESOLVED** to evoke standing order 36 C and alter the order of business agenda item 8, Byelaws on the Heath would be taken as the next item and agenda item 7, Budget/Estimates 2006/2007 would be taken immediately prior to the confidential agenda item number 16.

**G 0389      THE HEATH - BYELAWS**

Members received correspondence from a local resident regarding byelaws pertaining to dogs.

**RESOLVED** to suspend Standing Orders to enable Mr Limer to join the discussion

Mr Limer advised the meeting that he had had an "interesting" discussion with an angler at the Heath Pond when his dog had entered into the water. He had looked at the byelaws and the poster and then had decided to write to the Town Council. He expanded on his final comments in his letter regarding the use of the Heath Pond for a sailing club. He was advised that a licence for a sailing dinghy could be obtained. Members generally agreed that the poster conflicted with the byelaws although it was also stated that it was the Council's poster and that it should be left as it had been agreed previously. A Byelaws working party had looked at the byelaws but no changes had been made. Concern was expressed that an altercation had taken place with an angler regarding this matter. Mr Limer did advise the meeting that "I could not claim that I was perfect but nor was he (the angler)".

**RESOLVED** that the meeting be re-convened

Following discussion it was

**RESOLVED** that

- A. the byelaws are adhered to and the posters be amended to reflect this by stating that dogs must be kept under control
- B. the Town Clerk write to the Petersfield Angling Club reminding them that the area was multi-use and all users must live happily together
- C. the Town Council welcomed sailing on the Heath Pond.

**G 0390      LOVE LANE SPORTS GROUND - LITTLE PIECES NURSERY SCHOOL - TENANCY AT WILL AGREEMENT**

Members received and noted advice from the Town Council's solicitor regarding a side letter and rent.

G 0391

PENNS FARM PLAYING FIELDS**A. Petersfield Rugby Club (PRFC)**

Members received correspondence from the Secretary of the PRFC advising them that the club had had to pay the Town Council's contractors an additional sum (to the Town Council's maintenance contract) to bring the pitches up to a minimum playing standard for the new season. The Club felt that these minimum standards should be the responsibility of the Town Council and not the Club.

The MCO advised the meeting that the Club had requested more work to the pitches than the Town Council's contract covered. He had advised the Club that funds were not available for any work additional to the specification as laid down in the current contract. This standard had been acceptable to the Club until this year. The MCO was not aware that any situation had changed within the Club to require a different standard but he would make enquiries to see if this was the case.

Members felt they need more information and it was therefore

**RESOLVED** that the MCO seek further information and report to a future meeting of the Grounds committee.

**B. Play Equipment**

Members were asked to give further consideration to the replacement of the cantilever swing, which had been removed, from the site some time ago.

Following discussion it was

**RESOLVED** that

A. details of alternative cantilever swings be sought and presented to the November meeting of Grounds committee for decision

B. that enquiries be made regarding possible Developer's contributions for the swing.

G 0392

THE AVENUE PLAYING FIELDS TENNIS COURTS

Following the resignation of Cllr Mrs Butler members were asked to appoint a representative to meet with Steep Tennis Club to discuss their possible use of the Tennis Courts.

Following consideration it was

**RESOLVED** that Cllr Ayer be appointed as the Town Council's representative to meet, together with the Town Clerk, with Steep Tennis Club and report to a future meeting of the Grounds Committee.

G 0393

**GROUND'S MAINTENANCE AND LITTER COLLECTION CONTRACT VARIATIONS**

**A. Variation to para 14 of the Litter Collection Contract (variation to monthly payments)**

Members were advised that the contract stated equal monthly payments but that payments were made by season with higher payments in the busier months (summer). Following discussion it was

**RESOLVED** that an amendment note be placed with the contract outlining the seasonal payments.

**B. Heathfield/Barnfield Emergency Link Variation to Grounds Maintenance Contract**

Members received and considered correspondence from a resident of Heathfield Road regarding the standard of maintenance at this site.

The MCO advised the meeting that Philip Voice Limited had agreed to visit the site twice a year (contract stated once a year) at no additional cost.

Following which it was

**RESOLVED** that the contract be amended to show two maintenance visits per year to the Emergency Link at Heathfield/Barnfield Roads.

**C. Philip Voice Ltd - Name Change**

Members received and considered a request from Philip Voice Ltd to change their trading title to Voice Grounds Care Limited.

Following consideration it was

**RESOLVED** that there were no objections to the proposed name change to Voice Grounds Care Limited.

G 0394

**SHEET GREEN - SWING**

Members received confirmation from the Town Council's insurer's that a file for information purposes had been opened and advised that any correspondence from the claimant be forwarded to them unanswered.

This was noted.

**G 0395**      **SHEET RECREATION GROUND - STEPPING STONES PLAYGROUP**

Members received a request for permission to erect a sign for the Playgroup next to the five bar gate at the main entrance to the Recreation Ground (from Innans Lane).

Following consideration it was

**RESOLVED** that permission be given for the erection of a sign to the side of the five bar gate.

**G 0396**      **VIREMENT REQUEST**

Permission to vire £200 from 17/404 to 18/404 for additional litter bin emptying at Sheet Allotments was sought by Officers.

Following consideration it was

**RESOLVED** that the virement of £200 from 17/404 to 18/404 be approved.

**G 0397**      **BUDGET/ESTIMATES 2006/2007**

Members received and considered the first draft of the Budget/Estimates for 2006/2007. Following consideration, when some items were marked for further consideration at a later date, it was

**RECOMMENDED** that the first draft budget be accepted with the following amendments:

Code 17 Centre 402	remove install signage	@ £ 100
Code 17 Centre 403	remove install signage	@ £ 50
Code 17 Centre 405	remove flatten BMX track	@ £ 600
Code 17 Centre 406	remove install signage	@ £ 50
Code 17 Centre 410	remove install signage	@ £ 50
Code 17 Centre 412	remove install signage	@ £ 50
Code 17 Centre 417	remove extra maintenance Barnfield link	@ £ 75
Code 17 Centre 408	remove seat maint/inst	@ £1000
Code 17 Centre 408	remove install signage	@ £ 200
Code 17 Centre 418	remove install signage	@ £ 50
Code 17 Centre 419	remove install signage	@ £ 50
Code 17 Centre 420	remove install signage	@ £ 50
Code 18 Centre 404	remove empty rubbish bin	@ £ 207
Code 16 Centre 408	remove reclad kiosk (should have read toilet)	@ £4600
Code 16 Centre 419	remove replace fire alarm	@ £1000
Code 16 Centre 419	ADD Hand fire alarm bell and detectors	@ £ 200
Code 16 Centre 409	ADD Sign, Post & install	@ £ 200

It was also

**RECOMMENDED** that Play equipment for the Avenue Playing Field (re Mr Brook's letter) be added to the Best Value Improvement plan with the category Beneficial at a sum of £10,000

**CONFIDENTIAL**

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

**RESOLVED** to invoke Standing Order 36 (m) to exclude the Press and public and they were asked to withdraw.

**G 0398**      **THE HEATH - LITTLE SCHOOL ON THE LAKE**

Members received and noted an updated report from the Responsible Financial Officer.

There being no further business the meeting closed at 9.17 pm

Maintenance & Contracts Officer's Report  
to PTC Grounds Committee.  
**October 2005**  
Peter Jones.

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**Grounds & Litter Maintenance contracts:**

There are no major problems to report. As a point of interest our grounds contractor is replacing their existing litter collection vehicle with a new, bigger vehicle which, it is hoped, will offer benefits to the operation of the litter contract.

**Town Planting Scheme:**

The remaining beds have been re-planted mostly with polyanthus. Of particular note is the College Street bed which is laid out in a Union Jack design.

**Heath:**

*Sapling Removal:* Saplings present a major problem to heathland and grassland. The Friends of Petersfield Heath are arranging for the removal of saplings and will be using a four wheeled drive vehicle on the heath to assist with this operation. Initially two dates have been arranged – Sunday 16<sup>th</sup> October and Sunday 13<sup>th</sup> November. A satisfactory method statement and risk assessment has been received.

FoPH are also in discussion with both Churcher's College and Bedales School in the hope of enlisting some keen young volunteers to become involved in some useful activities which would benefit the Heath and the local community and, at the same time, be of educational value to the pupils. Early indications look promising and both institutions have expressed a keen interest. I have advised FoPH of our H&S requirements etc. and they are keeping me informed of developments.

*Taro Fair:* J.Wall & Sons have once again provided the fun fair on the Heath and it would appear that it has been fairly well received by most people. At the time of writing this report (6<sup>th</sup> Oct) I had received no complaint or adverse comment but they have yet to vacate the site and clean up!

*Gate at Heath Road:* The gate at Heath Road has been modified to more easily accommodate the larger vehicles for the fair. Because the gate allowed for a pedestrian and disabled access opening, the distance between the posts was less than the opening which existed in previous years. The modification involved sleeving one post so as to enable it to be removed for the duration of the fair and replaced afterwards, a purpose made insert prevents soil and grit from entering the sleeve.

*Air Gun Attacks:* I have received two disturbing reports of separate incidents where members of the public have been struck by air gun pellets in or near the children's play area. Fortunately neither case resulted in serious injury but of course it could easily have been very serious indeed. The Police were immediately informed and they have been furnished with all available details. With probable relevance to the foregoing, Philip Voice Ltd. reported to me that during the course of litter collection they had discovered a quantity cans which contained air gun pellets. The cans had evidently been used for target practice and were collected from various locations around the Heath. PV have retained the cans as possible evidence and the police have been notified.

*Continued at 2: over >*

**Love Lane:**

*Skateboard Park:* It is sad and disappointing to have to report that yet more vandalism has taken place on the half-pipe ramp, police have been informed but I understand they were unable to take any action. We are now out of budget for repair of this item.

*Southwest Corner vegetation:* The so-called “wild” area in the south-west corner of the recreation ground is due to be strimmed shortly. The treated knotweed will be carefully cut, left to dry out and burnt on site in accordance with DEFRA requirements.

**Penns Playing Fields:**

(Ref; G0178(b) - Grounds, July 05),

*Running Track:* I have ordered the marking out of a 400 metre, six lane running track. The track should be completed by week ending 14<sup>th</sup> October.

**Bell Hill Rec:**

(Ref; G0179(c) - Grounds, July 05),

With regard to the question of posts preventing vehicular access to the playing field; I have received a letter from Mssrs Stephens Cox Associates who are managing agents for the contractor responsible for the new ATC building. In their letter they state:-

*“The posts across the topside of the car park were not removed or affected by our contract as far as I am aware and our post-completion photographs show them in position”.*

They have included photographs which would appear to back up this statement. I have included for the provision of posts and the installation of two (existing) drop down bollards in the 2006/2007 Grounds draft budget.