

PETERSFIELD TOWN COUNCIL

A meeting of the Petersfield Town Council was held at the Town Hall, Petersfield on 23 May 2013 at 6.30 pm.

PRESENT: Cllr P Marshall (Chairman), Cllr G Budden, Cllr V Clarke, Cllr Mrs J Dickinson, Cllr Mrs L Farrow, Cllr Mrs S Harwood, Cllr C Mills, Cllr W Organ, Cllr A Tarver, Cllr Ms M Vincent and Cllr G Watkinson.

Also in attendance: Mr N Hitch (Town Clerk), Mrs A Church (Minutes), Cllr J West (HCC and EHDC), Cllr P Aiston (EHDC), Cllr R Ayer (EHDC), Cllr Mrs H Ayer (EHDC), Cllr Mrs J Butler (EHDC) Petersfield Herald, Petersfield Post and 2 members of the public.

C 0068 TOWN MAYOR'S REMARKS

It is intended to have revised Standing Orders and Financial Regulations by the end of July 2013.

The two speed limit reminders should be in place by the end of June 2013 and volunteers would then be needed to assist with monitoring.

C 0069 APOLOGIES FOR ABSENCE

No apologies for absence had been received.

C 0070 GRANTING OF DISPENSATION UNDER SECTION 33 OF THE LOCALISM ACT (2011)

There were no requests for dispensation.

C 0071 DECLARATIONS OF INTEREST

There were no declarations of interest made.

C 0072 APPROVAL OF MINUTES

RESOLVED that the Minutes of the Petersfield Town Council meetings held on 3 and 9 May 2013 be approved and signed.

C 0073 PUBLIC PARTICIPATION

A request to speak had been received from Mrs L Daubney.

RESOLVED to delay this request until Item 16 on the Agenda

C 0074

PRESENTATION ON THE PETERSFIELD NEIGHBOURHOOD PLAN

The Chairman gave an overview presentation of the Petersfield Neighbourhood Plan and Questionnaire which would be used to gather information and comments from a combination of Workshops, Open Days, Drop-Ins and Presentations, albeit that it would need to be explained in greater detail at these events. The questionnaire would cover:

- Land Use - Housing & Community Facilities
- Community Facilities
- Business & Tourism
- The Natural Environment
- The Built Environment
- Shopping & Retail
- Traffic & Transport Issues

Workshop presentations would be given to any interested groups of between 30-40 people and the Chairman commented that there had been great enthusiasm from the workshops given to date. Groups of all ages should be encouraged to become involved and request workshops and contact had already been made with all local schools.

Another Open Day would be held towards the end of the June 2013 and there would be a stand in The Square on Sunday 26 May 2013.

The Neighbourhood Plan will have the backing of and be led by a Steering Group, with the Town Council having legal responsibility. It could become a master plan for the future of Petersfield, subject to approval by Government Inspectors. There would be a referendum in approximately one year's time.

The Neighbourhood Plan was also on the dedicated website www.petersfield.plan and residents should be encouraged to use this to register their responses and comments. A query raised about the difficulty in opening this website encountered by some users would be investigated. It was important that the Chairman was also made aware of any comments or queries about the Neighbourhood Plan made directly to Councillors.

C 0075

COUNTY COUNCILLORS' REPORT

Cllr West congratulated the Chairman on his election as Town Mayor.

Cllr West advised that:

- the Village Green Status of land at Causeway Farm was still being pursued but there could be a delay of up to two years before a

decision was made.

- the Library will also become the base for the local Police and for the Registrar, as well as remaining the base for the Tourist Office.
- a dedicated advertisement about the Causeway would appear in the new free paper.

C 0076

DISTRICT COUNCILLORS' REPORT

Cllr Mrs H Ayer reported on the changes to be made to the car parking regulations.

- Central Car Park – hours will be reduced from 4 to 3
- Central car park - coaches will be charged for parking
- All car parks: Business Worker Permits – a book of scratch cards will be introduced that can be used by different cars and will be suitable for part-time workers.
- New notice boards will be erected in the Central Car Park.

Cllr Mrs Ayer confirmed that only tickets for the Central Car Park and the Tesco Car Park are interchangeable. There is free Sunday parking in the Castle Garden and also in the Festival Hall car parks.

The subject of the cars parked all around the Square was raised and Cllr Mrs Ayer advised that the current Traffic Regulation Order was incorrect and, therefore, cannot be enforced at the present time.

Cllr Mrs Ayer also reported that work to remove the large water puddle at the bottom of Ramshill will be carried out, subject to financial consideration.

It was noted that the next meeting of the Development Policy Panel will be held on 28 May 2013.

Cllr Mr R Ayer reported that work on the Joint Core Strategy was continuing, with joint working taking place with the National Park Authority. The outcomes of the Strategic Housing Market Assessment (SHMA) were being debated by the Development Policy Panel with the outcomes on housing numbers, to be provided within the Joint Core Strategy, expected to be confirmed later this summer.

C 0077

COMMITTEE REPORTS

RESOLVED:

(a) Public Halls Committee

RESOLVED that the Minutes of the Public Halls Committee meeting held on 13 May 2013 be received, together

with the two appendices.

(b) Grounds Committee

RESOLVED that the Minutes of the Grounds Committee meeting held on 16 May 2013 be received.

(c) Finance and General Purposes Committee

RESOLVED that the minutes of the Finance and General Purposes Committee meeting of 20 May 2013 be received, subject to reconsideration of two Resolutions.

F0059/G0049 Heath Pond Fundraising Event

RESOLVED that approval be given to a fundraising event on Heath Pond during the first weekend of September to raise funds for a World Challenge trip to Morocco provided those present in the safety boat were fully qualified to carry out their duties and a risk assessment for the event was produced.

F0060 Grants Panel

RESOLVED that Cllr Mrs S Harwood, Cllr C Mills and Cllr W Organ be appointed as members of the Grants Panel.

PH0038 Advertising of the Moviola Cinema and Future Operation of the Cinema.

The Chairman advised members that he had received representations over Minute No. F0059/PH0038 because this Resolution was not felt to be workable. Four members had invoked the Standing Order and requested in writing that this be reconsidered.

RESOLVED that extra hire costs stand but the charge for radio microphones for non-commercial users be waived.

C 0078 TOWN CLERK'S REPORT

Members received the Town Clerk's report, a copy of which is attached as Appendix A to these Minutes.

C 0079 REPRESENTATION ON OUTSIDE BODIES

No reports had been received.

C 0080

FINANCE

(a) Internal Auditor's Report

RESOLVED that the Internal Auditor's Report for the year ending 31 March 2013 be received and approved.

It was proposed that the Internal Auditor give a presentation to Councillors for the training and understanding of the internal accounts. There would be a charge involved which could be reduced by inviting other parishes to attend.

RESOLVED that the Internal Auditor be asked to give a presentation which will be extended to other parishes who wish to attend.

(b) Town Council Annual Accounts

RESOLVED that the Town Council Annual Accounts for year ending 31 March 2013 be received and approved.

(c) Accounting Statements and Annual Governance Statement

RESOLVED that the Accounting Statements and Annual Governance Statement for the Annual Return for the year ending 31 March 2013 be approved.

C 0081

ANNUAL REVIEW OF RISK MANAGEMENT POLICY

The observations made by the Finance and General Purposes Committee, that the Financial Regulations and Standing Orders be reviewed within six months, were noted.

RESOLVED that the Risk Management Policy be approved; also that the new draft Financial Regulations and Standing Orders be available within two months.

C 0082

WORLD WAR 1 COMMEMORATION

It should be ensured that any community programme should be done as a commemoration and not as a celebration. An event would need at least one year to organise.

The question of a 70th anniversary commemoration for 'D' Day was also raised as it may not be appropriate to defer that to a 75th anniversary in view of the age the veterans.

RESOLVED 1. that there be meetings and discussions with

- PACT
- British Legion
- Historical Society
- Museum
- Royal Naval Association in Liss.

RESOLVED 2. that Cllrs Farrow and Clarke be the volunteers to co-ordinate these meetings.

RESOLVED 3. that both WW1 and 'D' Day commemorations be put as separate items on the next Agenda.

C 0083

PETERSFIELD IN BLOOM JUDGING DAY ON 11 JULY 2013

RESOLVED to suspend Standing Orders to allow Mrs Linda Daubney to speak.

Mrs Daubney said that there would be four teams with judges from two horticultural societies. One route was a walking route and the remaining three routes would need a car.

Each of the four teams would need to have a digital camera to take photographs of each entry. After completing the routes, there would then be a buffet lunch. The day would be from 9 am until 2 pm.

The Town Mayor would greet the judges and volunteers from the Councillors were needed for the four teams. Cllrs Budden, Farrow, Organ (walking route) and Watkinson volunteered, with Cllr Vincent helping with catering and Cllr Harwood as a stand-by.

C 0084

SUMMER SYMPOSIUM ON 17 AND 18 JULY 2013

The Town Clerk normally attends this annual symposium, held by the Society of Local Council Clerks, which was always informative and useful. This year it would be held at the University of Gloucestershire

RESOLVED that the Town Clerk attend the Summer Symposium at a cost of £170 + one overnight stay, the cost to be covered by the Training Budget.

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

RESOLVED that the public and press be asked to leave the meeting.

CONFIDENTIAL

C 0085

STAFF MATTERS AND REVIEW OF OVERTIME POLICY

RESOLVED

1. that legal advice be sought on the staff matter.
2. that the authorisation procedure be updated and that a list of all overtime be sent to the Chairman of the Staff Panel.

There being no further business, the meeting closed at 8.35 pm



CLERKS REPORT

Members are reminded that the items within this report are provided for information only and are not available for debate. If it is considered that an item listed within the report should be debated fully by members, then it will be placed on the next appropriate Committee or Council agenda. Any member wanting clarification or further information on any aspect of items within the report, please contact me in advance of the meeting.

General Reading and Information

The following publications have been received and are available for members to read:

- ✱ East Hampshire District Council councillor newsletter special edition
- ✱ Clerks and Councils Direct
- ✱ Community First Havant & East Hampshire Enewsletter edition number 19 and 20
- ✱ Direct Information Service issue number 808
- ✱ Action News Update from Community Action Hampshire
- ✱ Minutes of East Hampshire District Council's Planning Committee of 25th April 2013
- ✱ East Hampshire district Council newsletter number 18
- ✱ Institute of Groundsmanship newsletter

Other Information

- 1 The next Community Forum will be held at 6.30 p.m. in the Council Chamber at Penns Place on Tuesday 2nd July 2013. Subsequent meetings will take place on 1st October 2013, 7th January 2014 and 1st April 2014.
- 2 Petersfield Open Air Swimming Pool has written thanking the Council for the first instalment of their annual grant.
- 3 Julian Higgins, Policy and Communications Team Leader for the Streetlight replacement programme at Hampshire County Council has written to advise that the programme for the replacement of the lights in Petersfield has been delayed until November 2013.

Neil Hitch
Town Clerk
16th May 2013