

PETERSFIELD TOWN COUNCIL

A meeting of the Petersfield Town Council was held at the Town Hall, Petersfield
on 20 February 2014 at 6.30 pm.

PRESENT: Cllr P Marshall (Chairman), Cllr V Clarke (*from 7.03 pm*), Cllr J Deane, Cllr Mrs L Farrow, 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 (Committee Administrator); District Cllr Mrs J Butler, Petersfield Herald, and one member of the public.

C 0678 TOWN MAYOR'S REMARKS

The Town Mayor said that, having recently attended live music performances in the Festival Hall, it was very pleasing to see that the Hall was proving to be an extremely popular venue to hire. He had only two comments to make about the last live music performance he had attended: (1) the number of older people attending had been underestimated so insufficient seats had been provided for those unable to stand throughout the performance and (2) the bar had been situated in the Festival Hall itself and, consequently, some people stayed and chatted at the bar during the performance which was very distracting for those trying to listen to the performers.

C 0679 APOLOGIES FOR ABSENCE

Apologies for absence had been received from Cllr G Budden, Cllr Mrs J Dickinson and Cllr Mrs S Harwood.

C 0680 GRANTING OF DISPENSATION UNDER SECTION 33 OF THE LOCALISM ACT (2011)

There were no requests for dispensation.

C 0681 DECLARATIONS OF INTEREST

There were no declarations of disclosable pecuniary interest made.

C 0682 APPROVAL OF MINUTES

RESOLVED that the Minutes of the Petersfield Town Council meeting held on 23 January 2014 be approved and signed.

C 0683

PLANNING COMMITTEE

The Town Mayor advised that developers have now been asked to discuss their proposals with East Hampshire District Council before putting in a planning application.

RESOLVED that the Minutes of the Planning Committee meetings, held on 28 January 2014 and 18 February 2014, be received.

C 0684

PUBLIC PARTICIPATION

No requests from members of the public to speak had been received.

The Chairman advised that the next Agenda item (County Councillors' Reports) would be deferred until later in the meeting when Cllr Clarke was due to arrive.

C 0685

DISTRICT COUNCILLORS' REPORTS

Cllr Mrs J Butler advised that a combined number of 3,000 sandbags, which had been filled by local officers, had been provided by East Hampshire District Council and Hampshire County Council to areas of flooding. The Tara Centre had been opened as a shelter for residents whose homes had been affected by flooding but the take-up had been very low. Residents could apply to East Hampshire District Council for sandbags. The 150 sandbags taken in Rowlands Castle had not yet been traced.

Concerning the town's car parks, some money was now available for improvements to the Central, Festival Hall and Swan Street car parks. Where possible, in order to cause the least disruption to the public, the work would be carried out on Sundays.

The next full East Hampshire District Council meeting would be for the presentation of the budget. Council Tax had again been frozen for the coming year.

The Apprenticeship Scheme was doing well and there were currently 21-25 placements across all sectors, with three apprentices starting work at East Hampshire District Council.

C 0686

COMMITTEE REPORTS

RESOLVED:

(a) **Public Halls Committee**

RESOLVED that the Minutes of the Public Halls Committee held on 10 February 2014 be received, together with four appendices.

(b) Grounds Committee

RESOLVED that the Minutes of the Grounds Committee held on 13 February 2014 be received, together with one appendix.

G 0652 HEATH WORKING PARTY REPORT

Cllr Organ explained and then gave a précis of the five Conclusions in The Heath Working Party Report for the Town Council to accept as a Resolution.

When selecting a tender for work, Councillors would not be expected to make the selection without the advice of an expert in that field.

With regard to the funding available, the Town Clerk advised that there were some monies put aside in Capital Earmarked Reserves. It may be possible to carry out the work on the Sussex Road bank as a separate entity.

RESOLVED that the précis of the five Conclusions in the Heath Working Party Report dated 28 January 2014 be accepted as follows: that the Town Council

1. Invite tenders for the restitution and stabilisation of The Heath Pond banks against erosion.
2. Investigate the funding and grants for Conclusion 1
3. Investigate and carry out such actions as are necessary to obtain High Level Stewardship funding, or its successor scheme, for The Heath as a whole.
4. Update and extend The Heath Management Plan.
5. Delegate the Grounds Committee to set in place and manage meetings twice a year for all stakeholders for The Heath management.

RESOLVED that the Heath Working Party put forward an action plan, together with funding implications, to be considered in the first instance by the Grounds Committee

(c) Finance & General Purposes Committee

RESOLVED that the Minutes of the Finance & General Purposes Committee held on 17 February 2014 be received, together with two appendices.

C 0687 TOWN CLERK'S REPORT

Members received and noted the Town Clerk's report dated 13 February 2014. *(A copy is attached to these Minutes as Appendix A)*

C 0688 REPRESENTATION ON OUTSIDE BODIES

Petersfield Community Association

Cllr Organ updated the Council on the activities of the Petersfield Community Association which was a very well-run organisation.

- *Over £800 had been raised from a successful Quiz evening.*
- *The hall is almost continually booked*
- *There had been no ingress of water into the building during the bad weather*
- *The next project would be to upgrade and refurbish the toilets. Although the Association did not make a large sum of monies for contingencies, it was constantly doing upgrades.*

The long-term plan of the Trustees of the Petersfield Community Association was to remain in their current building.

C 0689 FINANCE

Schedule of Payments

Members received and considered the schedule of payments for January 2014.

RESOLVED that the Schedule of Payments for January 2014 be received, noted and approved; a copy is attached to these Minutes as Appendix B.

C 0690 KING'S ARMS YOUTH CENTRE PROJECT

(Minute C0586 January 2014 refers)

The Council received and noted a report from the Working Party on the recent meeting that had taken place with representatives of the King's Arms on the future of the Youth Centre. There had been considerable support in finding a new 'home' for the King's Arms bearing in mind the important factors of availability and distance from home and school. Of the potential sites discussed at the meeting, the only practicable sites were Love Lane and The Avenue which are owned by Petersfield Town Council and could be made available at relatively short notice. Of these two sites, it was determined that The Avenue site was preferred as it was closer to the catchment area and not complicated by potential other uses at Love Lane.

The Officers of the King's Arms would be liaising with the Love Lane Community Centre volunteers and it was important that the Council receive reports from both parties on the proposed sites of The Avenue and Love Lane.

C 0691

PETERSFIELD NEIGHBOURHOOD PLAN

The Town Council received and noted a report dated 20 February 2014 on progress with the Petersfield Neighbourhood Plan. *(A copy is attached to these Minutes as Appendix C)*

The Chairman reported that the Neighbourhood Plan was nearing conclusion and the Draft Preferred Option plan would be offered at the final open public engagement on 9th & 10th May 2014 in the Festival Hall. It was acknowledged that there had been a great deal of consultation with the local community in reaching the draft preferred option. The Referendum was on schedule for Autumn 2014.

It was noted that the engagement with developers at a recent meeting had been very informative.

C 0692

COUNTY COUNCILLORS' REPORT

Cllr Clarke arrived at 7.03 pm and now gave his report.

Cllr Clarke gave his report for February 2014 which covered the installation of superfast broadband across the county, the efforts by the County Council to save energy, the cost of repairing roads damaged by the heavy rainfall, and the expectation that there will be no increase in the Council Tax for the coming year. *(A copy is attached to these Minutes as Appendix D)*

Cllr Clarke advised that notice of the new parking restrictions had been presented, with 33 objections and 4 comments. A decision would be made after the election on 12 May 2014.

Flooding had been severe in Hambledon and Bramdean, with some incidents of cars being grounded where road closure signs had been ignored. Where roads have been damaged, the general public can report potholes on-line at: www3.hants.gov.uk/roads

C 0693

ANNUAL TOWN MEETING - 9 APRIL 2014

(Minute C 0599 January 2014 refers)

It was confirmed that Mr John Callaghan of the King's Arms had accepted the invitation from the Council to be the outside Speaker at the Annual Town Meeting 2014.

As previously agreed, the Chair of the various Council Committees would pass their reports to the Town Mayor to be incorporated in his address at the Town Meeting.

The light refreshments for the evening would be paid for personally by the Town Councillors but the Town Mayor requested that the Town Council staff kindly organise the ordering of the refreshments on behalf of the Councillors.

C 0694 **EVENTS BEING ORGANISED FOR PETERSFIELD TOWN IN 2014-2017 TO COMMEMORATE THE OUTBREAK OF WW1 AND THE MAJOR BATTLES OF THAT WAR**
(Minute C 0599 January 2014 refers)

Cllr Clarke advised the Town Council that full funding of £14,000 had been received for the dance project to be held in The Square on Sunday 20 July 2014.

It was noted that the 10,000 poppy seeds, purchased as a symbol of remembrance (Minute C 0476 November 2013 refers), should be sown in March.

C 0695 **CIVIC SERVICE FOR THE COMMEMORATION IN 2014 OF THE 70TH ANNIVERSARY OF 'D'DAY** (Minute C 0527 December 2013 refers)

Cllr Farrow reported that the British Legion's meeting for February 2014 had been deferred until the following month owing to the adverse weather. However, she had been advised that all their members were in support of the Civic Service, as would be the local Naval Association and Air Training Corps.

C 0696 **UPDATE REPORT ON THE RECORDING OF INDIVIDUALS WHO HAVE RECEIVED THE TOWN MAYOR'S AWARD MEDALS**
(Minute C 0603 January 2014 refers)

The Town Mayor said that he would like to be able to continue the tradition of issuing the Award Medals at the annual Town Meeting. Nominations should be passed to him so that a short list could be drawn up within a month.

C 0697 **NOMINATIONS FOR THE DANIEL DAY-LEWIS AWARD**
(Minute C 0604 January 2014 refers)

Nominations for the Daniel Day-Lewis Award were considered.

The original proposal to have such an acting award had come from Cllr Vincent during her term of office as Town Mayor last year. In view of this, consideration was given to presenting two awards at the Annual Town Meeting: one for the year 2012-2013 to be presented by Cllr Vincent and one for 2013-2014 to be presented by Cllr Marshall, the current Town Mayor.

RESOLVED that the Daniel Day-Lewis Award be given retrospectively for the year 2012-2013 and presented by Cllr Vincent, Town Mayor for that year; that the Daniel Day-Lewis Award for the current year 2013-2014 be given and presented by Cllr Marshall, Town Mayor.

C 0698

SUPPORT UNDER THE SUSTAINABLE COMMUNITIES ACT

The Town Clerk informed the Town Council that Sevenoaks Town Council had submitted a proposal, under the Sustainable Communities Act, for a return of a system to provide a percentage of the Business (Non-Domestic) Rates to Town and Parish Councils to be used for the benefit of economic growth in the locality.

In order for the application to have a chance of being successful, Sevenoaks were seeking support from as many local councils and organisations as possible and, as at 11 February 2014, they had received support from eleven councils.

The Town Council considered the proposal which, if successful, would benefit all town and parish councils regardless of size and agreed that it should be supported.

RESOLVED that Petersfield Town Council support the on-line application by Sevenoaks Town Council for a proposal, under the Sustainable Communities Act, for a return of a system to provide a percentage of the Business (Non-Domestic) Rates to Town and Parish Councils to be used for the benefit of economic growth in the locality.

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

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

CONFIDENTIAL

C 0699

TO CONSIDER ANY CONFIDENTIAL STAFF, FINANCIAL OR OTHER RECOMMENDATIONS FROM COMMITTEES

An informal discussion took place on a financial issue.

There being no further business, the meeting closed at 7.55 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:

- ✳ Direct Information Service Issue number 825 and 826
- ✳ Minutes of East Hampshire District Councils Planning Committee of 19th December 2013 and 9th January 2014
- ✳ Community First Havant and East Hampshire Enewsletter number 44 and 45
- ✳ Minutes of East Hampshire District Councils Community Forum for Petersfield, Liss and surrounding villages of 7th January 2014
- ✳ Fields In Trust (Playing Fields Association) Impact Report 2012
- ✳ East Hampshire District Council's Annual Report
- ✳ Minutes of Petersfield Tomorrow's management Committee of 28th January 2014
- ✳ Minutes of the Annual General Meeting of the East of Petersfield Community Group
- ✳ Minutes of East Hampshire District Council's Cabinet meeting of 29th January 2014
- ✳ Hampshire Home Choice newsletter from East Hampshire District Council
- ✳ Community First Havant and East Hampshire Enewsletter number 46
- ✳ Special Edition Councillor Newsletter on the Joint Core Strategy from East Hampshire District Council
- ✳ Charity Commission News issue number 45

Other Information

- 1 The next Community Forum will be held in the Council Chamber at Penns Place on Tuesday 1st April 2014 at 6.30 p.m.
- 2 Hampshire County Council Highways has approached me concerning planned works to be undertaken in Pulens Lane next summer. I have been asked to grant permission for them to utilise up to 7 metre's of land from the roadside at the entrance to the Rotherlands Reserve to facilitate the work they are doing on the condition that it is fully reinstated after completion of the works.

- 3 Following last month's Council approval of the budget and Precept for 2014/15 the decision has now been made by Government that confirms parish and town councils are not going to be subject to the excessive Precept increase criteria this year so the budget can be considered as confirmed.
- 4 A copy of the South Downs National Park Authority document entitled: Partnership Management Plan: Shaping the Future of Your South Downs National Park has been received and is available for any member wishing to read it. The Plan sets out the shared vision for how the National Park will be in the future.
- 5 Letters of thanks have been received from Petersfield Youth Theatre, Petersfield Town Football Club and Children's Concerts for their recently awarded grants. Similarly emailed thanks have been received from Victim Support, Petersfield Orchestra, Adhurst Allotments association and Petersfield Rugby Club.

Neil Hitch
Town Clerk
13th February 2014


Petersfield Town Council
Schedule of Payments for January 2014

Cheque Number			Net	VAT	Gross
14703	HM Revenue & Customs	PAYE & NI contributions for employees	2961.23	0.00	2961.23
14704	C Kates & Son	Turning off of water supply at Tilmore allotments	28.00	5.60	33.60
14705	MacDonald Oates Solicitors	Professional charges and fees relating to a dispute for P/F Rugby club	2500.00	500.00	3000.00
14706	Moviola Ltd	Supply of film and service charges for The Band Wagon, Dec 2013	80.29	14.66	94.95
14707	Southdowns Builders	Supply of film and service charges for The Paper Boy Dec 2013	91.04	18.21	109.25
14708	Lucy Spooner	Fitting and painting of 2 new doors on family changing and disabled wc's on The Heath	975.00	195.00	1170.00
14709	SLCC	Town Mayor's festive buffet	161.50	0.00	161.50
14710	Aluminium Access Products	Annual membership for Town Clerk	360.00	0.00	360.00
14711	Ampella	Annual service & repair to Telescope, supply & fit new lock and screw	289.02	53.80	322.82
14712	Langstone Cost Management (Auditel)	Boiler service and gas safety certificate for Avenue Pavilion	100.00	20.00	120.00
14713	Clive Essex	Boiler service and gas safety certificate for caretaker's house	100.00	20.00	120.00
14714	Cluson Engineering	Reduction on costs for Town Hall electricity, PABX telephone system, BT bill for 2 payphones, Town Hall Gas, mobile phone costs, ISDN line rental and call charges, BT Broadband	304.73	60.95	365.68
14715	Colin Norgate	Rotovation of plot at Tilmore allotments	60.00	0.00	60.00
14716	H Montfared (Builders) Ltd	Workwear for FH Manager and assistant	33.00	6.60	39.60
14717	Robin Burleigh	Letter carving for Mayor's board	280.80	0.00	280.80
		Replace PIR timer in male wc's Town Hall	40.00	8.00	48.00
		Replace leading soldered Tee joint and fix leaking lock shield valve on central heating system, FH	130.77	26.15	156.92
		Dead wood large oak tree on boundary of Love Lane, also cut back branches on Willow tree near Molly Worthy's memorial tree. Cut back Willow trees along board walk, The Heath. Cut down dead Willow tree corner of Woods Meadow. Take down broken branches in Pine Tree near Heath kiosk			
		Fell and remove 3 dead trees adjacent Heath Pond. Cut down dangerous Elm trees in Bell Hill Recreation ground. Take down Rowan tree in Tilmore allotments. Various jobs around Heath Pond due to storm damage	4005.00	0.00	1005.00
14718	SD Playground Services	Playground inspections for December 2013	950.00	0.00	950.00
14719	Mandy Burgess	Return of deposit	210.00	42.00	252.00
14720	Richard Besant	Expenses for travel for Neighbourhood Plan	150.00	0.00	150.00
14721	Hampshire Pension Fund	Pension contributions for employees	41.15	0.00	41.15
14722	Armashield	Repair to manual fire shutter in FH	3117.60	0.00	3117.60
			235.00	47.00	282.00

Petersfield Town Council

Schedule of Payments for January 2014

Direct Debit	British Gas	Gas bill for Town/Festival Hall November & December 2013	557.61	111.52	669.13
Direct Debit	First Data	Monthly charge for card machine	21.33	4.27	25.60
Direct Debit	Aviva	Buildings and contents insurance monthly payment	1411.29	0.00	1411.29
Direct Debit	EHDC	Rates payment for AP	152.00	0.00	152.00
Direct Debit	EHDC	Rates payment for FH	2049.00	0.00	2049.00
Direct Debit	Eon	Electricity bill for Avenue Pavilion	43.33	8.67	52.00
Direct Debit	Eon	Electricity bill for Heath Toilets	25.83	5.17	31.00
Direct Debit	Wages & Salaries	Wages for month of January 2014	9499.71	0.00	9499.71
Direct Debit	Computershare Voucher Services	Childcare vouchers for employees	21.70	0.34	22.04
		TOTAL PAYMENTS JANUARY 2014	62896.79	7176.91	70073.70


 7/2/14

**Report on the Petersfield Neighbourhood Plan
For PTC Meeting on Thursday 20th February 2014**

The development of the Petersfield Neighbourhood Plan is continuing. The PNP group responded to the Inspector's Main Modification to the JCS in February on the lines mentioned in the last report.

Representatives from the Group met with the developers of the South east Causeway and Causeway Farm (Barratt & Bovis), land behind Larcombe Road (Persimmon Homes), and Paris House to try to influence their proposals to align with the emerging Neighbourhood Plan. They in turn are trying to get to a point where the PTC/PNP will support their final planning applications. It is true that there is still some way to go to get both aims aligned!

This illustrates that it is imperative that we get a written draft Neighbourhood Plan in Place urgently even while still completing all the other activities which we have to carry out.

Finalisation of the Policies are programmed to be completed by the end of this month and thus writing of the Plan will have begun.

The local MP Damian Hinds attended the last meeting to catch up on progress, and seemed impressed with the work that is being put into the Plan and stated that he would assist in any way he could but understood the conflicting current situation until the plan was accepted by the SDNPA for a Referendum.

The initial discussions on the preliminary findings from the SA report is to be held on the 17th March and the full report will be with us on the 4th April 2014.

The SDNPA is supporting both financially and managing the "Enquiry by Design" to which all the decision makers from the Stakeholders will be invited.

The HCC Highways have not attended any further meetings so far.

The final open public engagement will be on the Friday & Saturday May 9th & 10th in the Festival Hall at which we will present our Draft Preferred Option for final comments.

The Referendum is still on programme for the autumn 2014.

Richard Besant
Neighbourhood Plan Steering Group
20th February 2014.

County Councillor's report for February 2014

At the present time superfast broadband is being installed across the County and 90% of the public will be covered by the end of 2015. The County Council has set aside £9.2m so that the level of coverage can be increased to 95% by the end of 2016. This will cost about £300 per property. Unfortunately to get to the more and more remote areas the cost per property increases dramatically and it is estimated that to get to a coverage of 99.5% the cost per property will be £1,500. Investigations are going on to see if there is an alternative method of getting to the more remote areas.

The County Council is increasing its efforts to save energy, especially as the Carbon Tax is increasing from about £250K to about £700 K. The County's top 25 energy consuming buildings (offices, nursing homes etc) will have a lot of capital spent of them to reduce their energy usage. To date there are 20 photovoltaic installations on schools in Hampshire. The intention is to place another 20 arrays on new school extensions plus 25 – 30 arrays on corporate buildings over the next 3 years.

With the recent rainfall, with December at 285.5mm, followed by January at 375mm, there has been a lot of damage to the roads. The County Council has set aside a further £10m capital spending on roads, and it is to be hoped that there will be further government grants for this work as well.

The County Council will make its budget decisions this month. It is expected that there will be no increase in the Council Tax, with the savings coming from a reduction in the workforce, mainly on the managerial side, and a drawing on reserves. Hampshire will remain as the county with the 4th lowest Council Tax, but with the 3rd lowest funding from central government.