

PETERSFIELD TOWN COUNCIL

An Extraordinary Meeting of the Petersfield Town Council was held at the Town Hall, Petersfield, on 26 June at 6.30 pm.

PRESENT: Cllr Mrs S Harwood (Chairman), Cllr J Deane, Cllr Mrs L Farrow, Cllr P Marshall, 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); Cllr K Moon, Mr J Matthews (Chairman of the Project Group of the Neighbourhood Plan) and two members of the public.

C 0120 **TOWN MAYOR'S REMARKS**

The Town Mayor had no comments.

C 0121 **APOLOGIES FOR ABSENCE**

Apologies for absence had been received from Cllr G Budden, Cllr V Clarke, Cllr Mrs J Dickinson.

Apologies for absence had also been received from District Cllr Mrs J Butler.

C 0122 **GRANTING OF DISPENSATION UNDER SECTION 33 OF THE LOCALISM ACT (2011)**

There were no requests for dispensation.

C 0123 **DECLARATIONS OF INTEREST**

There were no declarations of disclosable pecuniary interest made.

C 0124 **APPROVAL OF MINUTES**

RESOLVED that the Minutes of the Petersfield Town Council meeting, held on 19 June 2014, be approved and signed.

C 0125 **PUBLIC PARTICIPATION**

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

DRAFT NEIGHBOURHOOD PLAN

The Chairman advised that the Neighbourhood Plan was now before the Council for formal approval before going into the final stages of consultation. If it was approved by Council, it would then be distributed to potentially affected stakeholders and there would also be a final chance for residents to make any fresh observations should they so wish. From there, it would go to the South Downs National Park Authority for a further period of consultation. This whole process would take two more periods of six weeks each, at the end of which the Neighbourhood Plan would go to the Inspector who would decide whether any more work on it was needed or whether it could go forward to a referendum.

Although the process for delivering the Draft Neighbourhood Plan was far from over, the Chairman nevertheless wished to thank the whole Steering Group most sincerely for all their hard work in embracing the challenge. There were currently twenty-eight Neighbourhood Plans underway in the South Downs National Park and the one for Petersfield was one of the most advanced.

RESOLVED that Standing Orders be suspended to allow Mr Jamie Matthews, Chairman of the Project Group of the Neighbourhood Plan, to take part in a discussion.

Discussion took place on the Draft Neighbourhood Plan and included:

- o Land supply
- o Policies
- o Aspirational non-land use for the town centre
- o Keeping track as the system progresses (this will be discussed as a future Agenda item)
- o Proof-reading of the draft

The meeting then re-convened.

The Town Mayor proposed, and was seconded by the Deputy Town Mayor, that the Town Council approve the Draft Neighbourhood Plan for its final public consultation.

RESOLVED unanimously that the Draft Neighbourhood Plan, as presented, go forward for its final public consultation.

NEW STANDING ORDERS, FINANCIAL REGULATIONS, CONTRACT STANDING ORDERS AND TERMS OF REFERENCE FOR ALL COMMITTEES AND STAFF PANEL

Councillors thanked the Town Clerk and the Working Party for all the work involved in the complex task of updating the Standing Orders, Financial Regulations, Contract Standing Orders and Terms of Reference for all Committees and Staff Panel.

The Town Clerk advised that, once these updated documents had been adopted, they would remain in force but the Council should agree to review them annually.

Some discussion took place on the Standing Orders and on clarifying the interpretation of the wording contained in paragraphs 3(b)(iii) and 4(a).

The Town Clerk advised that, under the 1972 Government Act, the agenda of a meeting comes from the Town Clerk and it has to be rigid and specific.

With reference to paragraph 27 (Relations with the press/media), the Town Clerk said that the Council's policy needed to be reviewed and this would be an agenda item for the meeting of the Finance & General Purposes Committee to be held on 21 July 2014.

(Councillor Ms Vincent left the meeting at 7.10 pm owing to a prior engagement)

With reference to paragraph 1(s) concerning voting on any question, after discussion it was agreed that a request by a Councillor to record the voting should be made after the vote is taken and that the current wording in the paragraph should be amended.

RESOLVED that, subject to the amendment of the wording in line 5 of paragraph 1(s) from "...before the vote is taken" to "...after the vote is taken", the new Standing Orders be approved to take effect from the next committee meeting.

RESOLVED that the new Financial Regulations be approved to take effect from the next committee meeting.

Councillors discussed the new Contract Standing Orders and agreed that reference should be made in Part 4 (Selection of Economic Operators) to the fact that the criteria listed were subject always to current statutory regulations.

RESOLVED that, following the insertion of a reference to current statutory regulations in Part 4, the new Contract Standing Orders be approved to take effect from the next committee meeting.

It was noted that, in the Terms of Reference for the Planning Committee, there was a typing error in paragraph 6 and this would be corrected from "NPA" to "LPA".

RESOLVED that, the new Terms of Reference for all Committees and the Staff Panel be approved to take effect from the next committee meeting, subject to the typing correction in paragraph 6 for the Planning Committee.

The Town Clerk advised that he would circulate another copy of the documents, incorporating the amendments agreed, to all Councillors.

There being no further business, the meeting closed at 7.25 pm