

## PETERSFIELD TOWN COUNCIL

A meeting of the Petersfield Town Council was held at the Town Hall, Petersfield  
on 19 June at 6.30 pm.

**PRESENT:** Cllr Mrs S Harwood (Chairman), 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); Mr J Tucker (Festival Hall Manager), Petersfield Herald, Petersfield Post and seventeen members of the public.

### **C 0089      TOWN MAYOR'S REMARKS**

The Town Mayor advised that:

- The railings in front of St Peter's Church are the responsibility of Hampshire County Council and they have advised that the damaged railings will be repaired within 4-6 weeks, together with any loose paving slabs. The loose cobbles around the Church have already been rebedded.
- The scheduled planting in The Square in the hanging baskets and troughs has now been carried out by East Hampshire District Council and The Square is looking bright and colourful. EHDC have advised that the winter planting scheme will also be significantly improved this year and the contracts monitoring officer at Penns Place will advise the Town Clerk of the planting schemes.
- The Town Mayor and Cllr Mrs Farrow have been working with the Petersfield Rugby Club to achieve an amicable solution to the current impasse and considerable progress has been made. A further meeting is scheduled to take place shortly to negotiate the arrangements of the new draft lease.
- Cllr Mrs Farrow had contributed hugely to the great success of the 'D' Day Commemorative Service in St Peter's on 6 June 2014 and her organisational details had resulted in the smooth running of the service.
- The Town Mayor had attended the Annual General Meeting of the Friends of Petersfield Hospital. She said that, since the hospital opened in 1993, the Friends had donated items of equipment worth around £160,000 through fundraising.

- As it was not possible to have the final definitive version of the Draft Neighbourhood Plan available for this Council meeting, an Extraordinary Meeting of the Town Council would be held on Thursday 26 June 2014 with the Neighbourhood Plan as the main item on the Agenda. This will be the final public consultation before it goes to referendum.

**C 0090**      **APOLOGIES FOR ABSENCE**

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

Apologies for absence had also been received from District Cllr Mrs J Butler and also from District Cllr Mrs H Ayer and District Cllr R Ayer in the event of their non-attendance owing to a timing clash with the District Council Meeting.

**C 0091**      **GRANTING OF DISPENSATION UNDER SECTION 33 OF THE LOCALISM ACT (2011)**

There were no requests for dispensation.

**C 0092**      **DECLARATIONS OF INTEREST**

There were no declarations of disclosable pecuniary interest made.

**C 0093**      **APPROVAL OF MINUTES**

**RESOLVED**      that the Minutes of the Petersfield Town Council meeting, held on 29 May 2014, be approved and signed.

**C 0094**      **PLANNING COMMITTEE**

**RESOLVED**      that the Minutes of the Planning Committee meeting, held on 3 June 2014, be received.

**C 0095**      **PUBLIC PARTICIPATION**

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

**C 0096**      **COUNTY COUNCILLORS' REPORTS**

In his absence, Cllr Clarke had left a written report. (*A copy is attached to these Minutes as Appendix A*).

C 0097

DISTRICT COUNCILLORS' REPORTS

There were no District Councillors' Reports to be received.

**RESOLVED** that the order of business be altered to allow the Agenda items No. 11 (Reports of Committee Meetings) and No. 15 (Review of Developers' Contributions) to be discussed next.

C 0098

COMMITTEE REPORTS

**RESOLVED:**

(a) Public Halls Committee

**RESOLVED** that the Minutes of the Public Halls Committee meeting held on 9 June 2014 be received, together with two appendices.

(b) Grounds Committee

**RESOLVED** that the Minutes of the Grounds Committee meeting held on 12 June 2014 be received, together with one appendix.

G 0072 FLOODLIGHTING FOR PETERSFIELD RUGBY CLUB

The Chairman of the Grounds Committee said that, in view of the Extraordinary Planning Committee Meeting held on 22 June 2014 which approved the floodlighting for the Petersfield Rugby Club, the Grounds Committee had approved the granting of permission for the erection of floodlighting on Pitch 2 and were recommending that Council ratify this decision.

The Town Mayor proposed that the Council support the application as Petersfield Town Juniors had confirmed that the proposed lighting would not affect them. Pitch 2 would

- be a hub for local schools to meet and play fixtures in the winter.
- make rugby available as an extra-curricular sport to schools without such pitch facilities.
- be a positive step to a wider community-orientated approach.

**RESOLVED** that Town Council ratify the decision of the Grounds Committee to grant permission to Petersfield Rugby Club for the erection of floodlighting on Pitch 2 at Penns Farm playing fields.

(c) Finance & General Purposes Committee

**RESOLVED** that the Minutes of the Finance & General Purposes Committee meeting held on 16 June 2014 be received, together with two appendices.

F 0083 GRANTS PANEL

Cllr Mills proposed, and Cllr Farrow seconded, that the three Councillors, recommended by the Grounds Committee be accepted to sit on the Grants Panel.

No further nominations were forthcoming. It was therefore

**RESOLVED** that the Town Council approve the appointment of Cllrs Organ, Ms Vincent and Watkinson to the Sub-Committee known as the Grants Panel for the municipal year 2014 - 2015.

C 0099

REVIEW OF DEVELOPERS' CONTRIBUTIONS

The Town Mayor wished the Council to review its decision made on 24 October 2014 (*Minute C0399(c)*) requesting Developers' Contributions totalling £129,861.33 towards the cost of replacing the children's play areas at Woods Meadow and Borough Hill. The Woods Meadow play area was in a very degraded state and needed to be replaced without delay. However, the Borough Hill play area was not in a poor state and its upgrade could be delayed to allow its £60,000 of Developers' Contributions to be used instead for the Rugby Club. The Rugby Club had made an application for a similar sum in Developers' Contributions to improve the grounds and the clubhouse to make them suitable for year-round use. By withdrawing its Borough Road application, the Town Council would then not be in contest with the Rugby Club's application. East Hampshire District Council will decide how to divide the Developers' Contributions at their Council Forum on 1 July 2014.

The Town Mayor stressed that the Borough Hill play area would be placed at the top of the Town Council's priorities and be re-addressed as soon as possible. She said that there seemed to be some confusion as to whether the most recent Developers' Contributions were held with the South Downs National Park Authority (SDNPA) or with East Hampshire District Council (EHDC). The Town Clerk advised that, as far as the SDNPA were concerned, the organisation and distribution of these contributions remain with East Hampshire District Council. He would seek funding from other sources. The contractor for the play areas would hold the prices quoted in October 2013 for a further two months.

Considerable discussion took place on the review of the Council's original decision concerning the Developers' Contributions. It was noted that, with

the Rugby Club's proposals, all local schools could be involved in inter-schools fixtures. The floodlights themselves would be fully funded by the Rugby Football Union and other organisations. As the lights spill a little to the sides, an extra three floodlights were planned to be placed on the clubhouse side, subject to planning permission and funding by Sport England. Several local schools had written letters of support to the Rugby Club for the floodlights and the Rugby Club would appreciate a letter of support from the Town Council.

- RESOLVED**
- that, subject to approval by the Planning Authority, the Town Council support the Petersfield Rugby Football Club's proposals to improve the grounds and the clubhouse by providing a written letter of support.
  - that the request for Developers' Contributions, totalling £129,861.33 (made in October 2013), be reduced to £69,956.00 to fund the Woods Meadow play area; that any remaining contributions, after fulfilling Petersfield Rugby Club's request, be allocated towards the Borough Road play area.

C 0100

**PRESENTATION ON THE FESTIVAL HALL BY REPRESENTATIVES OF SOUTH DOWNS COLLEGE** *(Minute PH 0793 April 2014 refers)*

Joanna Bird and Melanie Cox, Lecturers at South Downs College, gave a presentation on their proposals for the future running of the Festival Hall as a community scheme through their company Big Field Productions CIC. The community scheme would be marketed in four stages with a view to provide a better and culturally richer Petersfield Festival Hall that would appeal to a more diverse audience.

- o Stage 1: Raise Community Awareness and Engage Volunteers
- o Stage 2: Market the Big Field and its Fundraising Objectives
- o Stage 3: Refurbishment of Festival Hall
- o Stage 4: Increase Programme of Events

Considerable discussion took place on the proposals being put forward by Big Field Productions CIC. Whilst it was recognised that that the Festival Hall could be better used, there was grave concern that the document of proposals now being put forward was unrealistic, over-ambitious and did not take into account all the events that currently take place at the Festival Hall. Big Field Productions CIC should take the views expressed by the Town Council as constructive criticism of their proposals which did not accurately reflect the needs of Petersfield and the Festival Hall.

- RESOLVED**
- that the Town Council thank Big Field Productions CIC for their presentation but that, for the time being, the matter not be taken any further.

**C 0101**            **TOWN CLERK'S REPORT**

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

**C 0102**            **REPRESENTATION ON OUTSIDE BODIES**

No representations had been received.

**C 0103**            **FINANCE**

Schedule of Payments

Members received and approved the schedule of payments for May 2014.

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

**C 0104**            **PETERSFIELD IN BLOOM 2014**

Councillors on the Working Party had been around the town with entry forms to encourage local businesses to take part in Petersfield in Bloom 2014, with some success. Other Councillors would also take forms and ask residents with attractive gardens if they would consider entering the competition. Residents often left it to the last few days before submitting their entry form so it was likely that more entries would be forthcoming.

Judging Day is Thursday 10 July 2014. The day will start with Councillors and Judges meeting at the Festival Hall at 9 am and setting off from there at 10 am. The day will end around 2 pm.

Councillors would be needed to help to drive and to help the Judges on the routes. Cllrs Mrs Harwood, Mrs Farrow and Tarver volunteered to be drivers; Cllrs Deane, Organ and Ms Vincent volunteered to be walking helpers. There would a meeting at 10 am on Thursday 3 July 2014 to allocate routes and tasks to the volunteers.

**C 0105**            **EVENTS CONCERNING WW1 ORGANISED FOR THE TOWN**

A list of events, being organised between 2014 - 2017 to commemorate the outbreak of WW1 and the major battles of that war, had already been circulated as an appendix to the Town Council Minutes of 12 December 2013 and again to the Town Council Minutes of 20 March 2014. The list was also available on the Town Council website [www.petersfield-tc.gov.uk](http://www.petersfield-tc.gov.uk)

As the Commemoration Vigil to mark the anniversary of the start of WW1 would be held in St Peter's Church at 6 pm on Sunday 3 August 2014, this would be put as an Agenda item for the next Town Council meeting to be held on 24 July 2014.

It was noted that Armed Forces Day was on Monday 23 June 2014 and the raising of the flag at the Town Hall would take place at 11 am.

**CONFIDENTIAL**

**C 0106**

**CONFIDENTIAL FINANCIAL OR OTHER RECOMMENDATIONS  
FROM COMMITTEES**

There were no confidential financial or other recommendations from Committees to consider.

*There being no further business, the meeting closed at 7.32 pm*

## County Councillor's report for June 2014

The British Geological Survey have now completed their study of the shale gas and oil resources of the Weald basin, following a similar report on the shale formation underlying Northern England.

The Weald Basin has a long history of oil and gas exploration; Hydrocarbons were first produced in the 19<sup>th</sup> century. 240 wells have been drilled in the Weald basin since 1948. There are currently 13 producing sites in the basin, some almost 30 years old.

All existing information from seismic records and boreholes have been drawn together, to identify the prospective shales, and estimate how much oil and gas they may contain. The results of this survey concluded that there is unlikely to be any significant quantity of gas there, but there could be a significant quantity of shale oil there, in the range of 2 to 8 billion barrels.

The area under consideration is an area running eastwards from the Petersfield to Alton Road, with the northern boundary being Farnham to Sevenoaks, the southern boundary being just south of Petersfield and the eastern boundary being Hastings. Being on the edge of the shales, this area is unlikely to be affected by exploration.

The County Council has applied for more central government funding to deal with the winter damage to the roads on top of the £11m already received. At the moment there are 80 gangs working on potholes throughout the county on the 5,000 miles of roads. In the last year 100,000 potholes have been filled and 36,000sq m of patching has taken place.

With new streetlights soon to arrive, there will be a HCC/ SSE exhibition vehicle in Petersfield Square on Monday 9<sup>th</sup> June between 10am and 2pm. Please do visit it and ask any pertinent questions.

Trading Standards are busy at the moment dealing with fake and substandard goods. Over the last few years £2m of fake goods have been confiscated.





## 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:

- \* Canine Partners Magazine
- \* Community First Havant & East Hampshire Enewsletter number 54 and 55
- \* Local Council Review Magazine from the National association of Local Councils
- \* Direct Information Service Issue number 835
- \* Action News Update from Community Action Hampshire

### Other Information

1. The next Community Forum will be held at 6.30 p.m. in the Council Chamber at Penns Place on Tuesday 1st July 201. Subsequent meetings will take place on 7th October 2014.
2. All members need to be aware of their Register of Interest Forms and consider whether there have been any changes since it was last written. If there is a need for any change to be made please contact me and I will supply a fresh document for completion.
3. South East Water has written to advise that the works to replace the water main in Greenway Lane, Buriton have been completed.

Neil Hitch,  
Town Clerk,  
13th June 2014

## Petersfield Town Council Schedule of Payments for May 2014


Cheque Number		Net	VAT	Gross
14922	TDG Marketing	300.00	60.00	360.00
14923	Hampshire County Council	382.10	76.42	458.52
14924	Siemens Financial Services	563.00	112.60	675.60
14925	Travis Perkins Trading Co.			
	Counter sunk box, various brackets, toilet seat, security fencing and panels	47.39	9.50	56.89
14926	Cash	86.68	0.00	86.68
14927	HMRC	2849.43	0.00	2849.43
14928	Allies & Morrison Architects	10870.00	2174.00	13044.00
14929	Avalon Software	60.00	0.00	60.00
14930	CPC	38.08	7.62	45.70
	Various equipment for use in FH with stage equipment	484.66	96.93	581.59
	Face plate and hole saw	25.38	5.08	30.46
	Corner extrusion, 10 module	6.16	1.23	7.39
14931	Hawkesworth Appliance Testing	230.72	46.14	276.86
14932	Hampshire County Council	20.83	4.17	25.00
14933	H Montared (Builders)	580.00	116.00	696.00
	Supply and applying of 1 coat of stormdry to Town Hall			
	Removal of loose paving slabs and supply and re-laying, various areas, St Peter's Churchyard. Also removal of loose paving slabs at AP and re-laying	720.00	144.00	864.00
	Supply and applying of 1 coat of stormdry to Town Hall, stage 2	2600.00	520.00	3120.00
14934	MacDonald Oates Solicitors	4745.00	553.00	5298.00
14935	Moviola	237.42	47.08	284.50
	For supply of April film 'The Butler' percentage of box office takings and service charges plus postage			
	For supply of April film 'Saving Mr Banks' percentage of box office takings and service charges plus postage	155.61	29.29	184.90
14936	SD Playground Services	220.50	44.10	264.60
14937	Trade UK (Screwfix)	147.68	29.51	177.19
14938	UK Office Systems	105.00	21.00	126.00
14939	Weed Management	270.00	54.00	324.00
	Annual maintenance agreement for photocopier in Town Hall offices	250.00	0.00	250.00
	Cutting, shredding and removal of Japanese Knotweed at Love Lane and supply and application of Total Herbicide to stumps	250.00	0.00	250.00
14940	Winton Players	250.00	0.00	250.00
14941	All Inclusive	250.00	0.00	250.00
14942	UKIP South East	250.00	0.00	250.00
14943	G Steggles	29.52	0.00	29.52
14944	J Matthews	2623.25	524.58	3147.83
	Materials used for presentations for Neighbourhood Plan, reimbursement			
	Design and printing of postcards for delivery to every home in Petersfield for promotion of Neighbourhood Plan consultation event May 2014			
	Vinyl signs and banners for promotion of Neighbourhood Plan consultation event May 2014 plus delivery charge	379.66	75.93	455.59

## Petersfield Town Council Schedule of Payments for May 2014

14945	LAPP Ltd	Cable for FH sound system	454.88	90.98	545.86
14946	Hampshire Pension Fund	Pension contributions for employees	3380.91	0.00	3380.91
14947	EHDC	Premises licence for AP May 2014 to May 2015	70.00	0.00	70.00
14948	Langstone Cost Management	Reduction in costs for telephone maintenance system, Town Hall gas and electricity, mobile phone costs, ISDN line rental and call charges	125.47	25.09	150.56
14949	CIPFA	Annual support contract April 2014 to March 2015	170.00	34.00	204.00
14950	CPC	Saw, digital timer, CAT6 Ethernet socket, screws, 4U Front Mod Plain	66.61	13.32	79.93
14951	Earth Anchors	4 x bins and 2 benches, plus delivery charges	2673.00	574.60	3447.60
14952	Hampshire County Council	Janitorial supplies	24.65	4.93	29.58
14953	Improvement & Develop. Agency Local Gov.	Annual renewal subscription for Green Book	399.00	79.80	478.80
14954	Meon Cleaning Services	Investigation and clearance of blocked w/c, Love Lane Pavilion	40.00	8.00	48.00
14955	Petaprint Ltd	Printing and folding of PTC News	1595.00	0.00	1595.00
14956	Regal Environmental Systems	Annual maintenance of airconditioning systems	420.00	84.00	504.00
14957	Travis Perkins Trading Co.	20kg concrete	4.95	0.99	5.94
14958	VoxIT	Annual IT Support and maintenance contract 2014 - 2015	1500.00	300.00	1800.00
14959	Help and Care (Healthwatch)	Return of deposit	250.00	0.00	250.00
14960	Lucy White	Return of deposit	150.00	0.00	150.00
14961	Acorn Office Supplies	Stationery order for Town Hall offices	112.88	22.59	135.47
14962	CAB Screens Ltd	Replacement glass for front door, AP	102.88	20.58	123.46
14963	G Burley & Sons	Grounds maintenance, additional works, Pitch overmark, Penns, April 2014	117.20	23.44	140.64
		Grounds maintenance, Cleaner Handyman service (Man and van) April 2014	3990.75	798.15	4788.90
		Grounds maintenance, High Meadow Trust, April 2014	276.91	55.38	332.29
		Grounds maintenance, The Heath, April 2014	1495.77	299.15	1794.92
		Grounds maintenance, various sites, April 2014	5323.46	1064.69	6388.15
		Grounds maintenance, man and van hours, April 2014	473.04	94.61	567.65
14964	Ocean Securities	Lockups at FH for April 2014	63.00	12.60	75.60
14965	Suzie Lockyer	Return of deposit for allotment	60.00	0.00	60.00
14966	Denmead Operatic	Return of deposit	250.00	0.00	250.00
Direct Debit	Veolia ES	Container exchange AP & FH	240.24	48.05	288.29
Direct Debit	Focus Group	Calls and line rental charges for mobile phones	84.84	16.97	101.81
Direct Debit	CNG	Gas bill for AP for April 2014	75.79	3.79	79.58
Direct Debit	Orange	Mobile phone bill for FH Manager, Caretaker AP, Heath Pond Assoc, Handyman	86.80	17.36	104.16
Direct Debit	EDF Energy	Electricity bill for April 2014, FH & Town Hall	632.40	126.48	758.88
Direct Debit	British Gas	Gas bill for March/April 2014, FH & Town Hall	689.59	137.91	827.50
Direct Debit	First Data	Monthly charge for card machine	21.33	4.27	25.60
Direct Debit	Cardnet	Monthly Service charge for card transactions	45.50	0.00	45.50

**Petersfield Town Council**  
**Schedule of Payments for May 2014**

Direct Debit	Aviva	Buildings and contents insurance monthly payment	1411.29	0.00	1411.29
Direct Debit	EHDC	Rates payment for AP	155.00	0.00	155.00
Direct Debit	EHDC	Rates payment for FH	2097.00	0.00	2097.00
Direct Debit	Eon	Electricity bill for Heath Toilets	34.17	6.83	41.00
Direct Debit	Wages & Salaries	Wages for month of May 2014	10015.46	0.00	10015.46
Direct Debit	Computershare Voucher Services	Childcare vouchers for employees	21.70	0.34	22.04
		<b>TOTAL PAYMENTS MAY 2014</b>	<b>68929.54</b>	<b>8721.08</b>	<b>77650.62</b>

  
12/6/14