

PETERSFIELD TOWN COUNCIL

A meeting of the Petersfield Town Council was held at the Town Hall, Petersfield
on 19 March 2015 at 6.30 pm.

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

Also in attendance: Mr N Hitch (Town Clerk), District Councillor Mrs J Butler and
0 members of the public. There were no Press present.

C 0687 TOWN MAYOR'S REMARKS

The Town Mayor advised that:

- A full list of her engagements were provided on the web site;
- The AGM of the Petersfield Counselling Service was another reminder of how many unsung heroes there are in the town;
- The opening night of the Petersfield Musical Festival was a wonderful concert was an excellent event
- The Petersfield Book produced by The Petersfield Society was an excellent publication which reflects the vibrancy and diversity of life in the town and was now on sale;
- Reminders were given of the Town Mayor's Charity events taking place in the near future - well over 200 tickets had already been sold for the film, The Immitation Game next Tuesday and tickets for the joint concert run with The Petersfield Lions were now on sale;
- The railings in The Square had now been completed and East Hants District Council has been requested to consider getting the railings in their ownership painted too;
- It is unlikely that transfer of the ownership of Merritts Meadow to the Council will happen in the lifetime of this Council which was very frustrating.

C 0688 APOLOGIES FOR ABSENCE

Apologies for absence had been received from Cllr G Budden, Cllr Mrs J Dickinson, Cllr C Mills, Cllr A Tarver and County Councillor K Moon.

C 0689 GRANTING OF DISPENSATION UNDER SECTION 33 OF THE LOCALISM ACT (2011)

There were no requests for dispensation.

C 0690 DECLARATIONS OF INTEREST

There were no declarations of disclosable pecuniary interest made.

C 0691 APPROVAL OF MINUTES

RESOLVED that the Minutes of the Meeting of Petersfield Town Council, held on 19th February 2015, be approved and signed.

C 0692 PLANNING COMMITTEE

RESOLVED that the Minutes of the Planning Committee meeting, held on 24th February and 17th March 2015, be received.

C 0693 PUBLIC PARTICIPATION

No request to speak had been received.

C 0694 COUNTY COUNCILLORS' REPORTS

Cllr V Clarke: Cllr Clarke reported on the diversity of the property estates held by the County Council, the level of unemployment claimants in the town and the volume of activity undertaken by the Highways Department. *(A copy of the report is attached to these minutes as Appendix A)*. It was also reported that the Highways Agency had passed responsibility to the local District Councils for the removal of litter from the main trunk roads in the county that fall under their maintenance responsibility.

Cllr K Moon: Cllr Moon in his absence had submitted a written report, covering matters such as Broadband provision, the planned electoral boundary view by the Local Government Boundary Commission for England and the County Council budget for 2015/16 which is attached to these minutes as Appendix B.

C 0695 DISTRICT COUNCILLORS' REPORTS

(a) Cllr Mrs J Butler: Cllr Mrs Butler reported that:

- Litter picking on the A3 had started about a week ago and was expected to continue for the next 3 weeks. For Health & Safety reasons traffic control measures had to be put in place whilst litter was being removed for the safety of the operatives working.
- The District Council budget had been approved with no Council Tax increase
- The business strategy had been approved and launched with the aim of initiating business growth. £1 million funding was being sought from EHDC's Asset Management Portfolio with the intention of

buying land and property for employment purposes, renting out the units and using the income towards funding apprenticeships.

(b) Cllr P Marshall:

Cllr Marshall reported on:

- Petersfield Town Football Club had been granted funding of £5,000 towards the £27,000 cost of upgrading their floodlights;
- The District Council would shortly have its own energy company called Musco;
- The Army will be leaving Whitehill & Bordon in September and the Council was expecting to receive its biggest ever Planning Application for 2,400 of the 3,350 houses planned for the site in the near future;
- Develoved budget for district councillors will be increasing from £3,000 to £4,500 following the election;
- The draft Community Infrastructure Levy Charging Schedule will be submitted to the Examiner shortly.

C 0696

COMMITTEE REPORTS

RESOLVED:

(a) **Public Halls Committee**

RESOLVED that the Minutes of the Public Halls Committee held on 9th March 2015 be received.

(b) **Grounds Committee**

RESOLVED that the Minutes of the Grounds Committee held on 12th March 2015 be received.

(c) **Finance & General Purposes Committee**

RESOLVED that the Minutes of the Finance & General Purposes Committee meeting held on 16th March 2015 be received.

C 0697

TOWN CLERK'S REPORT

Members received and noted the Town Clerk's report dated 12th March 2015. *(A copy is attached to these Minutes as Appendix C)*

C 0698

REPRESENTATIONS ON OUTSIDE BODIES

There were no reports from representatives on outside bodies.

C 0699

FINANCE

Schedule of Payments

Members received and considered the Schedule of Payments for February 2015 which is attached to these minutes as Appendix D.

RESOLVED that the Schedule of Payments for February 2015 be received, noted and approved.

C 0700 **ELECTRONIC DELIVERY OF MEETINGS' SUMMONS**

Following the passing of the recent Local Government (Electronic Communications) (England) Order 2015/5 it is now possible to issue a summons and agenda for meetings via electronic means rather than by postal delivery as previously required by the Local Government Act 1972.

If a member wishes to receive their summons and agenda electronically, there is a requirement for them to sign a form of consent which is available from the office.

It is proposed that those wishing to receive their agendas electronically will also receive the accompanying papers electronically but a hard copy of the papers will also be placed in their pigeon holes.

RESOLVED that Councillors wishing to receive their agenda electronically complete and sign a form of consent. Accompanying papers are to be provided to town councillors only in electronic form as well as in paper form in their pigeon holes.

C 0701 **POLICY AND PROTOCOL ON THE RECORDING OF COUNCIL MEETINGS**

The Town Clerk advised members that following the creation of the Openness of Local Government Bodies (Admission to Meetings) Regulations 2014, which amended the Public Bodies (Admission to Meetings) Act 1960, members of the public had the right to record council meetings. The Draft Policy and Protocol presented enabled this subject to be managed and was intended to give clear guidance on what was and wasn't acceptable in this respect.

Members considered the draft policy and protocol. The document was approved following discussion with one minor amendment.

RESOLVED: that the Policy and Protocol on the recording of Council Meetings be approved, as amended.

C 0702 **STANDING ORDERS**

The Council received the revised Standing Orders to reflect the change in regulations allowing the recording of council meetings, following which it was:

RESOLVED: that the revised Standing Orders be adopted and approved.

C 0703 EAST HAMPHIRE ASSOCIATION OF PARISH AND TOWN COUNCILS

Members received and noted the minutes of the last meeting of the East Hampshire Association of Parish & Town Councils held on 3rd December 2014.

C 0704 PETERSFIELD HEATH

The Town Clerk advised members that a request had been received from the Petersfield Methodist Church to use the area around the Pond near the childrens' play area for a sunrise service at 6.15a.m. on Easter Day. It was planned to follow the service with a pre-prepared barbecue located on a stand to offer people barbecued fish. It was anticipated that numbers attending would be around 15-20. The Minister had been advised that the Easter Fair would be present on the Heath on this day but it was not considered that this would pose any conflict of interest. Permission for the use of the barbecue was requested.

RESOLVED: that approval for the Methodist Church's planned Easter Day sunrise service and barbecue be granted.

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 0705 CONFIDENTIAL STAFF, FINANCIAL OR OTHER RECOMMENDATIONS FROM COMMITTEES

(a) Grounds Committee meeting held on 12th March 2015

G 0666 CONTRACTING OUT OF THE CLEANING OF THE HEATH TOILETS

The Town Clerk advised members that four companies had been approached to provide quotations for this work. So far, one quotation had been received with a second quotation promised for Monday and the third company had been 'chased' for their quotation last week and it had still not been received.

RESOLVED: that in view of the promised second quotation due to be received on Monday 23rd March that delegated authority to choose a contractor for this work be given to a sub-committee comprising the Town Clerk, Town Mayor, Chairman of the Finance & General Purposes Committee and Chairman of the Grounds Committee.

There being no further business, the meeting closed at 7.44p.m

County Councillor's report for March 2015

Hampshire County Council owns a substantial and diverse property estate, including schools, day centres, children's centres, libraries, museums, residential and nursing care homes, waste recycling facilities, country parks and farms. The total asset value of its 1724 properties and 8,760 ha (21,637 acres) is £2.78 billion.

On the farming side there are 39 complete tenanted farms, covering some 1971 ha (4,870 acres) that focus on young farmers and provide development and progression opportunities for them.

On the residential property side the County Council owns some 106 properties and 65 affordable homes. It also has a reserve of some 79 sites of 1,130 ha (2,791 acres), most of which have development potential

Froxfield & Steep	/
Liss	0.5%
Petersfield Bell Hill	0.8%
Petersfield Causeway	0.8%
Petersfield Heath	1.0%
Petersfield Rother	0.4%
Petersfield St Marys	0.3%
Petersfield St Peters	1.5%
The Hangers & Forest	0.4%

The Highways Team have recently published the details for work completed in East Hampshire in January.

11,049 miles of road were gritted, taking 786 hours

285 gullies were cleaned

1,479 sq m of carriageway were resurfaced

124 potholes repaired

19 drainage related jobs, inc rodding, ditching, jetting and new builds were completed

488 sq m of footway were patched

181 jobs completed (excluding emergency, tree and vegetation maintenance or planned works)

Overall, in Hampshire, 50,000 potholes were repaired last year.

The Boundary Commission have started an investigation into County Council seats, and Petersfield Hangers Division is likely to increase in size by about one eighth.

Hampshire County Council Report to Parish Council

From

Cllr Ken Moon

March 2015

Broadband

The Hampshire Superfast Broadband Programme now has among the top five highest take-up ratios across 44 projects in the UK - with 18% of residents living in areas enabled through the programme already signed-up for an upgraded broadband service.

Internet service providers (ISPs) are already taking orders on more than 160 new fibre cabinets across Hampshire, and residents in over 7,000 premises across the county are now benefiting from improved speeds

In Hampshire, the Government, Hampshire County Council and local partners are providing over £29 million of investment to ensure that more than 97,000 additional homes and businesses across the county can get access to superfast broadband.

Through this investment, Hampshire County Council contracted BT to provide the infrastructure, and that agreement includes a clawback mechanism. This means as more people take up the service in the areas covered by the programme, more money comes back to be reinvested into the Hampshire programme.

"We are now well over half way through our first contract and I would encourage everyone who would like to see faster broadband speeds in their home or at work, to visit the HCC website to see if they can benefit, and sign up with their local provider. The more people who sign up, the more we can re-invest in the programme to provide even more residents with access to superfast broadband in the most remote areas of Hampshire."

Boundary Review

Hampshire County Council has welcomed a planned electoral review by the Local Government Boundary Commission for England.

Members of the Council were briefed by the Commission on Thursday 19 February as part of their preliminary work.

The review has been prompted by electoral data from 2013, indicating that in a third of all the County Council's 75 electoral divisions, there was more than a ten per cent difference (plus or minus) in the number of electors compared to the average for the county.

It's been ten years since the last review, and in that time, demographic changes have seen an increase in the electorate in some areas of the county, leading to an uneven balance, with some councillors representing more Hampshire residents than others.

It is vitally important that all voters are adequately represented on the County Council, and that the identities and interests of local communities are suitably reflected so that we can continue to ensure effective local, county government and maintain our strong performance in meeting the needs of Hampshire residents.

For that reason, we very much welcome this review, and would encourage all residents and other stakeholders to have a say when the Boundary Commission goes out to public consultation from May to August. The Commission has indicated that they will consult fully with Parish Councils and would welcome comments from other groups as part of the consultation exercise.

The Boundary Commission is due to publish its draft recommendations between November and January 2016

The HCC Budget

A budget that will inject hundreds of millions of pounds of new economic activity into Hampshire was finalised by Hampshire County Councillors at our meeting on Thursday 19th February 2015.

The revenue budget, which covers the cost of providing services, has had to be reduced by a further 12 per cent in 2015/16 to meet cuts in grant, and to balance demand pressures linked to an ageing population and children in care. As a priority area, additional resources of £12.5m have been built into the Children's Services budgets for vulnerable children in need of support and services. Following consultation, the budget also provides money to sustain the Short Breaks programme for children with disabilities and for youth services, while other sources of funding are explored.

The County's share of the Council Tax has been set at the same level for the sixth year in a row at £1037.88 for a Band D property. With inflation at 11 per cent in that time, this represented a real term decrease of 9.9 per cent, reducing the call in real terms on stretched household finances.

Hampshire County Council was maintaining its record of having one of the lowest levels of Council Tax, while providing some of the highest levels of services and with one of the lowest levels of Government grant per head of population.

The Budget for 2015/16 includes a Capital Programme representing £876m spend over four years - the biggest ever investment in jobs and supply chains. It provides resource and capacity to deliver more and better schools places, improved roads, Extra Care homes and superfast broadband.

The Council will need to find further savings of around £100m by 2017, on top of the £240m it is on track to have removed from its expenditure by March 2016 with this budget. The Council will begin consultation in March on a range of options to deliver the right support to residents at the right time and in the best way, which is likely to mean scaling back some areas and doing some things differently.

Best Regards Ken Moon



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 852 and 853
- * Community First Havant & East Hampshire Enews edition number 70 and 71
- * South and South East In Bloom Annual Newsletter
- * Community First Havant & East Hampshire Volunteer Service Newsletter March 2015
- * Action News Update March 2015 from Community Action Hampshire
- * Campaign to Protect Rural England Hampshire Enewsletter February 2015
- * Sheet News March 2015
- * Clerks & Councils Direct

Other Information

- 1 The next Community Forum will be held in the Council Chamber at Penns Place on Tuesday 2nd June 2015 at 6.30 p.m.
- 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 form for completion.
- 3 At the Community Tasking Co-ordinating Group this month held at Penns Place the following levels of anti-social behaviour and criminal activity were reported by the Police with the previous months number of reports in brackets:
 - Anti-social behaviour – 30 reports (19)
 - Criminal damage – 16 reports (7)
 - Burglary – 3 reports (1)
 - Motor vehicle thefts – 3 reports (3)
 The figures for anti-social behaviour include 3 reports of individuals throwing eggs in the Rival Moor area where the individuals concerned have been identified and dealt with. The Police have identified a district wide priority which relates to the use of nitrous oxide, commonly known as laughing gas. Anyone observing a discarded canister is asked to report it via the '101' telephone number. Otherwise, from the Police perspective there are no identifiable patterns or issues to note.

- 4 Hampshire County Council has sent to me two copies of the public notices issued concerning the experimental traffic orders created for the College Street and Station Road area of the town. The orders are initially for an 18 month period and introduce no waiting areas and residential permits within this area of the town. Any objections to these orders must be made to Hampshire County Council in writing, quoting reference A940/MB by 14th September 2015. Further details are available from the office if desired.

Neil Hitch
Town Clerk
12th March 2015

Petersfield Town Council
Schedule of Payments for February 2015

Cheque Number				VAT	Gross
15390	HM Revenue & Customs	PAYE & NI contributions for employees	2883.04	0.00	2883.04
15391	TDG Marketing	Distribution of PTC News February 2015	300.00	60.00	360.00
15392	Greenspan Landscape Management	Erosion control works Heath Toddler play area, initial payment & deposit	6821.00	1364.20	8185.20
15393	H Monfared (Builders) Ltd	Investigation of heating failure, Heath toilets. Repair of thermostat	150.00	30.00	180.00
15394	Meon Cleaning Services	Investigation of alarm on pumps at Love Lane Pavilion	25.00	5.00	30.00
15395	PHS Group	Cleaning of Avenue Pavilion on 27th December 2015	30.00	6.00	36.00
15396	Rob Burlleigh	Sanitary disposal for AP & Town/FH, annual contract	347.12	69.42	416.54
15397	Trade UK (Screwfix)	Removal of dangerous hanging branch over Little School car park. Felling of Elm trees to rear of Clare Gardens	200.00	0.00	200.00
15398	Stage Electrics	Door knob, light, gate latch	73.94	14.78	88.72
15399	Travis Perkins	Repair to headset plus carriage charge	57.46	11.49	68.95
15400	Clements Fairs	Repair to lighting remote plus carriage charge	48.83	9.77	58.60
15401	Winton Players	2 treated fence posts	26.52	5.30	31.82
15402	John Sollis	Return of deposit	250.00	0.00	250.00
15403	SLCC	Return of deposit	250.00	0.00	250.00
15404	SD Playground Services	Annual membership for Town Clerk	150.00	0.00	150.00
15405	Susie Shanks	Playground inspections for January 2015	385.00	0.00	385.00
15406	Hampshire Pension Fund	Return of deposit	220.50	44.10	264.60
15407	Auditel	Pension contributions for employees	150.00	0.00	150.00
15408	Britannia Security Shutters	Monthly reductions on PABX telephone maintenance, Town Hall gas, electricity, mobile phones, ISDN line rental and call charges, BT phones, AP electricity, waste collections (Veolia)	3368.02	0.00	3368.02
15409	Beaver Tool Hire	Callout and repair to shutter at Love Lane Pavilion	242.07	48.41	290.48
15410	Clive Essex	Hire of 3 portable heaters in FH	175.00	35.00	210.00
15411	Cluson Engineering	Clearance and repair to shutter at Love Lane Pavilion	23.63	4.73	28.36
15412	CPC	Clearance and removal of existing tubs, installation of new wooden planters, compost and planting of new shrubs, bulbs. Entrance tubs, P/F In Bloom	500.00	0.00	500.00
15413	G Burley & Sons	Padlock	13.50	2.70	16.20
15414	Hampshire County Council	Cable ties, duck tape, HDMI cable, locks, rack door and panels	98.39	19.68	118.07
15415	H Monfared (Builders) Ltd	Repair to damaged hedge on The Heath & supply of all materials	1213.00	242.60	1455.60
		Janitorial supplies	227.54	45.51	273.05
		Supply and replacement of new slates on Love Lane Pavilion roof	830.00	166.00	996.00

Petersfield Town Council Schedule of Payments for February 2015

15416	Mayfair Electrical	Hacking off of render to front corner of building to expose brickwork, ascertain water penetration and clear all debris from site. Two windows, hack off render to two reveals, remove render and plaster to lintel above window, remove wooden window sill to expose brickwork for inspection. Provide UPVC trim to exposed areas. Clear all debris. Remove two soldier course bricks for inspection of water penetration above doorway in foyer. Hire of Cherrypicker and labour	1150.00	230.00	1380.00
15417	PPL	Annual fee for use of sound recordings for FH	364.00	72.80	436.80
15418	Petaprint	Layout, Folding and printing of PTC News Edition 38	1595.00	0.00	1595.00
15419	Petersfield Post	Display advert in Petersfield Post for April 2014 for Cinema - received late	25.00	5.00	30.00
15420	CANCELLED CHEQUE	CANCELLED CHEQUE	0.00	0.00	0.00
15421	Siemens	Lease rental for photocopier, quarterly amount	513.00	102.60	615.60
15422	Snug Architects	Preparation of Buckmore Farm area masterplan, Neighbourhood Plan	1836.90	367.38	2204.28
15423	Travis Perkins	Screws, brackets and piping	75.50	15.11	90.61
15424	VoxIT	Changes to website structure	50.00	10.00	60.00
15425	Weight Watchers	Return of deposit	150.00	0.00	150.00
15426	Britton Price	50% of fee for moving the lift control box in FH	1000.00	200.00	1200.00
15427	Laura Ott-Cosier	Return of deposit	150.00	0.00	150.00
15428	Penman Antiques Fairs	Return of deposit	250.00	0.00	250.00
15429	Ampella	Callout to repair faulty boiler, FH. Replaced faulty display and main PCB	410.00	82.00	492.00
15430	Acorn Office Supplies	Stationery order for Town Hall offices	164.64	32.95	197.59
15431	Armashield	Attend site to investigate shutter not working in FH kitchen. Adjusted tension and replaced fuseable link. Materials supplied			
15432	Blackburne & Haynes	Ice cream supplies for cinema	125.00	25.00	150.00
15433	Country House Carpet Care	Cleaning of all upholstery in offices, carpet in Council Chamber & chairs, seating in FH, Rose Room foyer carpet, Green Room carpet, chairs in Rose Room, mats in 2 entrance ways plus entrance logo mat in Town Hall	2728.00	0.00	2728.00
15434	Confidential Waste Handling	Shredding of confidential papers plus collection	80.00	16.00	96.00
15435	LaddersFree	Window cleaning for AP & Town/FH	284.11	56.82	340.93
15436	Picketts & Pursers	Supply and design for 10 Silver Gift past Mayor's lapel pin	1000.00	0.00	1000.00
15437	Regal Environmental Systems	To provide a Level 3 Air conditioning energy inspection, including report, supplement and lodgement fees	500.00	100.00	600.00
15438	Safetyshop	Wall mounted stainless steel ash bin plus label and delivery costs	69.44	13.89	83.33
15439	Travis Perkins	Concrete, 20kg	6.69	1.34	8.03
15440	Three Counties Nat Trust	Return of deposit	250.00	0.00	250.00
15441	Showstoppers	Return of deposit	250.00	0.00	250.00
15442	East Hampshire Conservatives	Return of deposit	250.00	0.00	250.00
Direct Debit	Focus	Call and line rental for Town Hall office phones	91.23	18.25	109.48
Direct Debit	Eden	Environmental Levy - February 2015	12.00	2.40	14.40

Petersfield Town Council
Schedule of Payments for February 2015

Direct Debit	Havenpower	Electricity bill for Town/FH for January 2015	985.68	197.14	1182.82
Direct Debit	Orange	Mobile phone bill for FH Manager, Halls caretaker, Heath Pond Assoc. Handyman plus monthly charges	89.54	17.91	107.45
Direct Debit	CNG	Gas bill for Avenue Pavilion January 2015	189.99	38.00	227.99
Direct Debit	British Gas	Gas bill for Town/FH Dec 2014 to Jan 2015	1503.27	300.65	1803.92
Direct Debit	Southern Water	Water bill for public convenience on The Heath - July 2014 to January 2015	842.58	0.00	842.58
Direct Debit	First Data	Monthly charge for card machine	21.33	4.27	25.60
Direct Debit	Cardnet	Monthly Service charge for card transactions	25.50	0.00	25.50
Direct Debit	Aviva	Buildings and contents insurance monthly payment	1406.38	0.00	1406.38
Direct Debit	Eon	Electricity bill for Heath Toilets	47.50	9.50	57.00
Direct Debit	Grenke Leasing	Monthly charge for defibrillators	156.00	0.00	156.00
Direct Debit	Wages & Salaries	Wages for month of February 2015	9953.33	0.00	9953.33
		TOTAL PAYMENTS FEBRUARY 2015	47704.97	4112.46	51817.43

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