

PETERSFIELD TOWN COUNCIL

A meeting of the Petersfield Town Council was held at the Town Hall, Petersfield
on 23 April 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 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 M Snow (Locum Minute Taker)
and 2 members of the public. There were no Press present.

C 0764 TOWN MAYOR'S REMARKS

The Town Mayor started by thanking all the Councillors for their hard work and wished those who are standing for re-election the best of luck. She also added that she and the Town Clerk attended a meeting on the 22nd of April regarding the ownership of Merritts Meadow and that a Memorandum of Understanding will be issued either in May or June.

C 0765 APOLOGIES FOR ABSENCE

Apologies for absence had been received from Cllr G Budden and District Councillor Mrs J Butler.

C 0766 GRANTING OF DISPENSATION UNDER SECTION 33 OF THE LOCALISM ACT (2011)

There were no requests for dispensation.

C 0767 DECLARATIONS OF INTEREST

There were no declarations of disclosable pecuniary interest made.

C 0768 APPROVAL OF MINUTES

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

RESOLVED that the Minutes of the Extraordinary Meeting of Petersfield Town Council, held on 23rd March 2015, be approved and signed.

C 0769 PLANNING COMMITTEE

RESOLVED that the Minutes of the Planning Committee meeting, held on 7th April 2015, be received.

C 0770 PUBLIC PARTICIPATION

No request to speak had been received.

C 0771 COUNTY COUNCILLORS' REPORTS

Cllr V Clarke: A copy of County Cllr Clarke's report is attached to these minutes as Appendix A.

Cllr K Moon: No report had been received.

C 0772 DISTRICT COUNCILLORS' REPORTS

Cllr P Marshall: No report was given.

C 0773 COMMITTEE REPORTS

RESOLVED:

(a) Public Halls Committee

RESOLVED that the Minutes of the Public Halls Committee held on 13th April 2015 be received.

(b) Grounds Committee

RESOLVED that the Minutes of the Grounds Committee held on 16th April 2015 be received.

(c) Finance & General Purposes Committee

RESOLVED that the Minutes of the Finance & General Purposes Committee meeting held on 20th April 2015 be received.

RESOLVED that the Risk Management Policy be approved and adopted by the Council.

After further information was provided by the Town Clerk the following was resolved.

RESOLVED that the Computer Hosting Services be provided by Microshade VSM on a 3 year contract with set up costs of £1400 followed by monthly costs totalling £446.50.

C 0774 TOWN CLERK'S REPORT

Members received and noted the Town Clerk's report dated 16th April 2015.
(A copy is attached to these Minutes as Appendix B)

C 0775 REPRESENTATIONS ON OUTSIDE BODIES

There were no reports from representatives on outside bodies.

C 0776 FINANCE

Schedule of Payments

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

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

C 0777 PETERSFIELD OPEN AIR SWIMMING POOL MANAGEMENT COMMITTEE.

Members received and considered a letter from the Open Air Swimming Pool Management Committee suggesting the names of seven potential Trustees that need to be approved by the Council as Custodian Trustee. After discussion it was agreed that Cllr Tarver's name would be removed from the Petersfield Town Council representatives list and a 7th committee member would be decided at the next meeting in May from among the newly elected Council.

RESOLVED that Cllr Tarver be removed as a Petersfield Town Council representative on the Petersfield Open Air Swimming Pool Management Committee and the remaining members; Vaughan Clarke, Elizabeth Bisset, Jonathan Daley, Oliver Stubbs, Kate Gardner-Cliff and Janine Ziolkowski being approved. A new member to replace Cllr Tarver would be decided at the May Town Council Meeting.

C 0778 PETERSFIELD NEIGHBOURHOOD PLAN STEERING GROUP DOCUMENT TITLED -THE FUTURE.

Members had requested that the Neighbourhood Plan Steering Group suggest how the Council could move forward to develop and action the commitments coming out of the Neighbourhood Plan, assuming that a successful referendum was achieved for the plan later this year. After discussion it was agreed to receive and note 'The Future' document provided by the Steering Group, some of the Councillors did not agree with some of the wording used in point 3 but overall agreed with the general content. It was also agreed that a Town Development Committee should be set up with a view to the new members deciding on the details. The Town Development Committee should also include members of the community.

RESOLVED that the document produced by the Petersfield Neighbourhood Plan Steering Group, titled 'The Future' is received and noted. The Town Council in principle accepts the creation of a Town Development Committee which is to

include members of the community. The creation of the committee along with its proposed Terms of Reference is to be discussed at the June Town Council meeting.

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 0779 CONFIDENTIAL STAFF, FINANCIAL OR OTHER
RECOMMENDATIONS FROM COMMITTEES

No recommendations were received.

C 0780 REPORT FROM THE STAFF PANEL MEETING HELD ON THE 23 APRIL
2015.

Members received a report on the Staff Panel meeting that had taken place earlier in the day and noted the following decisions:

RESOLVED that the applicant for the Senior Groundsman position be interviewed as soon as possible with the interviewing panel to consist of Cllrs Deane and Watkinson plus the Town Clerk.

RESOLVED that the amended Job Description and Person Specification for the Office and Committee Manager be shared with members before being submitted to Ellis Whittam for assessment for an appropriate spinal column point range and be advertised in the local Press once this assessment has been completed.

There were two recommendations from the Staff Panel and following discussion it was:

RESOLVED that the Town Clerk working from home should be approved and integrated into normal working practices, being undertaken wherever possible on a Tuesday.

RESOLVED that the General Operatives terms and conditions of employment remain unchanged.

That the Groundsman be paid on a Spinal Column Point Range of 9-13 and be placed at the top of that range to reflect the prior employers terms and conditions.

There being no further business, the meeting closed at 7.35p.m