

PETERSFIELD TOWN COUNCIL

A meeting of the Town Development Committee was held at the Council Chamber, Town Hall, Petersfield on 3rd February 2017 at 3.00 pm.

PRESENT: Cllr J Palmer (Chairman), Cllr J Matthews, Cllr Mrs M Vincent, Cllr Mrs J Butler (EHDC), Cllr V Clarke (HCC), Cllr R Mocatta (South Downs National Park Authority), Mr R Besant, Mr R Oppenheimer, Mr T Struthers, and Mr S Watts

Also in attendance: Mr N Hitch (Town Clerk), Steve Field (Office & Committees Manager), Cllr J Deane and 1 member of the public.

T 0633 **CHAIRMANS REMARKS**

The chairman welcomed everyone to the meeting.

T 0634 **APOLOGIES FOR ABSENCE**

Apologies had been received from Cllr P Humphries , Cllr P Strawbridge, Cllr D Holdaway, Mr S Pritchard, and Ms L Ferraby

T 0635 **GRANTING OF DISPENSATION UNDER SECTION 33 OF THE LOCALISM ACT (2011)**

There were no requests for dispensation.

T 0636 **DECLARATIONS OF INTEREST**

There were no declarations of interest.

T 0637 **APPROVAL OF MINUTES**

The Town Development Committee minutes of the meeting held on 6th January 2017, previously circulated, were approved.

RESOLVED: that the minutes of the Town Development Committee, held on 6th January 2017, be approved.

T 0638 **PUBLIC PARTICIPATION**

There was no public participation.

T 0639 **GUIDE TO PLANNING**

Members received a copy of the proposed 'Petersfield Guide to Planning Brief' to consider. Members discussed possible additions, and these would be added, before the document is sent out to planning consultants for a quote. It was envisaged that the document would be a booklet of around 10 pages of A5 and include check lists. The document would be aimed at applicants, residents and planners.

It was noted that although there were already guides from South Downs National Park Association and East Hampshire District Council, these did not contain some of the finer details included in the Petersfield Neighbourhood Plan.

RESOLVED: that amendments are made to the Petersfield Guide to Planning Brief and sent out to Planning Consultants for an estimate of costs to produce it

T 0640 **TERMS OF REFERENCE - COMMUNITY SUPPORT WORKER**

Members received a copy of the Terms of Reference for a Community Support Worker. Amendments to the document were discussed and it was

RESOLVED: that the Terms of Reference document for a Community Support Worker be revised and sent to Cllr Mrs J Butler for further consideration

T 0641 **INFRASTRUCTURE DELIVERY PLAN PRIORITY**

Members received a presentation of the top 20 projects as per the voting that took place at the previous Town Development Committee meeting held in January. Members were invited to rank the top 5, and it was

RECOMMENDED: that the the top 5 projects in the Councils Infrastructure Delivery Plan should be ranked as follows:

1. Shared Spaces (Town Centre)
2. Station/Lavant Street
3. Car Parks
4. Cycle Ways
5. Links to countryside

T 0642 **PROGRESS ON RESOLUTIONS**

Members reviewed the spreadsheet detailing progress on projects and past committee actions. Various actions were updated, and new actions will be added from these minutes.

RESOLVED: that the Office Manager update the progress on resolutions as discussed in the meeting

T 0643 **RECENT PLANNING APPLICATIONS**

Members received copies of the Planning Committee agendas that had taken place since the last committee meeting.

It was noted that Petersfield Town Council should be represented more when

local decisions are being made at district level, and review information that is submitted when an objection is raised.

RECOMMENDED: that the Planning Committee be advised to make more effort to be present at district hearings in respect of planning applications where the Town Council has objected to the planning application, and ensure that objections are clearly detailed with reasons for the objection.

Cllr J Matthews left the meeting at 4.50 pm

T 0644 **PROJECT REVIEWS**

- **The Square (TS)** - Members were advised that the meeting on 11th January to discuss the Town Centre had now taken place, and that actions had been distributed among a number of agencies.
- **Self Build (JP)** - Members were advised that details of the agreement for the CLT had been drawn up, and were due to be signed, along with financial details and bank account being set up
- **Infrastructure Delivery Plan (PH)** - as per discussions above. The suggested priorities would now be discussed at the next Council Meeting.
- **Penns Place Sports Hub (PS)** - deferred to Grounds Committee
- **Highways (RB)** - RB to write to HCC again
- **Green Infrastructure (TS)** - i-Tree Survey Project Review was distributed to members

There being no further business, the meeting closed at 5.03 p.m.