

## PETERSFIELD TOWN COUNCIL

A meeting of the Town Development Committee was held at the Council Chamber, Town Hall, Petersfield on 8th July 2016 at 3.00 pm.

**PRESENT:** Cllr J Palmer (Chairman), Cllr J Matthews , Cllr P Strawbridge, District Cllr Mrs J Butler (EHDC), Mr R Mocatta (South Downs National Park Authority), Mr R Besant, Mr R Oppenheimer and Mr S Watts

Also in attendance: Mr N Hitch (Town Clerk), Cllr J Deane, Mr J Dano, Ms L Ferraby, Mr P Lindon, Mr S Pritchard plus Mr C Paterson and Ms G Mayes (South Downs National Park Authority) and 2 members of the public. There were no members of the press present.

### **T 0126**      CHAIRMAN'S REMARKS

The chairman welcomed everyone to the meeting, and formerly welcomed Messrs Oppenheimer and Watts as the additional full members of the committee as well as the newly co-opted members, Ms Ferraby and Messrs Dano, Lindon and Pritchard. The Chairman outlined that work would need to take place between meetings with members being allocated responsibilities for actions, meetings or working groups as appropriate.

### **T 0127**      APOLOGIES FOR ABSENCE

Apologies had been received from Cllrs D Holdaway and P Humphries, County Councillor V Clarke (HCC) and Mr T Struthers.

### **T 0128**      GRANTING OF DISPENSATION UNDER SECTION 33 OF THE LOCALISM ACT (2011)

There were no requests for dispensation.

### **T 0129**      DECLARATIONS OF INTEREST

There were no declarations of interest.

### **T 0130**      APPROVAL OF MINUTES

The Town Development Committee minutes of the meeting held on 3<sup>rd</sup> June 2016, previously circulated, were approved.

**RESOLVED:**                      **that the minutes of the Town Development Committee, held on 3rd June 2016, be approved.**

### **T 0131**      PUBLIC PARTICIPATION

There were no requests to speak from the public

**RESOLVED:** to alter the order of business to consider items 9 and 10 on the agenda next for which the South Downs National Park Authority officers were present.

**T 0132** **FORMAL PROPOSALS FOR MONITORING THE IMPACTS OF THE NEIGHBOURHOOD PLAN**

Mr C Paterson explained to members that it was a statutory requirement for monitoring to be undertaken of the effects – both positive and negative – that the Neighbourhood Plan has on the environment. A Post Adoption Statement has to be sent to the Secretary of State within a reasonable time of the Plan being approved. He presented a document (attached to these minutes as Appendix A) outlining the areas where the National Park Authority would measure and monitor the items suggested in the Post Adoption Statement created by Urban Edge but acknowledged there were a number of items that would not be monitored. It was suggested that members should consider alternative effects that could be measured by the Town Council or other bodies for which an annual report would need to be compiled each summer.

**RESOLVED:** That all members review and consider the document attached to these minutes as Appendix A, providing alternative effects of the Neighbourhood Plan that could be measured by the beginning of August with the comments being collated and presented to the Committee at the September meeting for decision.

**T 0133** **JOINT PROJECT FOR TOWN CENTRE VISION**

Members were advised of the proposed framework for a joint project between the Town Council, East Hampshire District Council and the South Downs National Park Authority to deliver the Neighbourhood Plan's vision for the town centre.

Initially it is planned to set up a working party to look at the Town Square but it would be part of a bigger project for the town centre spine. It is proposed that joint Chairmen be appointed from the Town and District Councils and the importance of Highways being involved was stressed. The South Downs plans to offer technical advisory services and resources.

**RESOLVED:** That the proposed structure for the joint project involving the Town Council, District Council and National Park be approved in principle to deliver the Neighbourhood Plan's vision for the town centre. The joint Chairmen to be nominated as Mr T Struthers and Mrs J Butler with other members on the working group to be Mr JDano, Mr P Lindon, Mr S Pritchard and Mr S Watts.

T 0134

**REVIEW PROGRESS ON RESOLUTIONS AND ACTIONS FROM PREVIOUS MINUTE(S).**

Members reviewed the progress of actions since the last meeting, noting that most items had been completed.

It was agreed that Mr S Pritchard would be the 'Funding Champion' seeking potential sources of funding for projects that could be utilised.

It was noted that the South Downs Community Infrastructure Levy (CIL) had been approved by the Inspector and it was expected that it would formally be approved at the next meeting of the South Downs Authority. Members agreed that the group needed to know the priorities of the National Park Authority in respect of CIL in order to be able to make best use of the funds available.

Members were advised that an appeal hearing was being held for the Paris House planning application on 23rd August. A representative of the Town Council would attend to reinforce the policies of the Neighbourhood Plan in respect of this site.

*Cllr J Matthews left during the discussion of this item.*

T 0135

**RECENT PLANNING APPLICATIONS**

Members noted from recent Planning Committee meeting minutes that no significant applications had been received in the last month. It was requested that future committee agenda's include any Planning Committee agenda that has taken place since the previous meeting.

It was noted that Planning Enforcement were involved with the problems recently experienced in the Larcombe Road development activity and the local District Council member was dealing with the matter.

T 0136

**COMMUNITY LAND TRUST MEMBERSHIP**

The Chairman advised members that it was planned to set up a Community Land Trust (CLT) following the meeting which had been held with interested parties and the CLT Consultant. He outlined the process that has to be followed in forming a Steering Group and approving Trustees and the Consultant has prepared his report enabling our funding application to move to the next stage allowing the CLT to be set up.

Members were advised that the CLT will be an independent body that will take the self-build part of the Neighbourhood Plan forward and in the first instance deal with the Reservoir Lane site.

The Chairman advised that the Steering Group for the CLT needed to be approved and suggested that it be made up from 3 members of the Town

Council, 4 public members and 2 representatives from the self-build group. Following discussion, it was:

**RESOLVED:** that the Community Land Trust Steering Group be formed with the following membership; Cllr J Palmer, Cllr P Strawbridge, Cllr J Matthews, Ms L Ferraby, Mr G Brown, Mr R Oppenheimer, Mr R Besant, Mr N Wright and Mr C Smart.

*Cllr Mrs J Butler left at 4.43p.m.*

**T 0137**

**PENNS FARM OPTION AGREEMENT WORKING PARTY**

Members received and noted the working party notes along with the notes from the meeting held separately with Mr Adrian Organ as a consequence of the working party meeting. It was agreed that the Council needs to have a Quantity Surveyor and Valuation Surveyor ready to act at short notice and a draft client brief should be prepared that will lead to a fee proposal for a professional team to be put in place. It was also commented that the law had changed since the Option Agreement had been created and specialist advice ought to be sought to ensure that the Agreement remained viable and to identify where issues may exist

**RECOMMENDED:** that the Council seek specialist legal advice regarding the issues with contracts and points of negotiation prior to planning consent being granted.

**RESOLVED:** that Mr S Pritchard draft a client brief to lead to a fee proposal for a professional team to deal with the Option Agreement transaction once a successful planning consent has been granted.

*Mr P Lindon left the meeting at 4.58p.m.*

**T 0138**

**PROJECT REVIEWS**

- **The Square (TS)** – already discussed and minuted above
- **Self Build (JP)** – A meeting has been held with Hampshire County Council Design Services to discuss outlining the structure and design for the Reservoir Lane site. In relation to the Buckmore Farm site, Gentian are supportive of the self-build concept but not necessarily of using the Community Land Trust. Discussions are ongoing over the remit of the CLT and its restrictions on providing affordable housing in perpetuity.
- **Infrastructure Delivery Plan (PH)** – further update to be received when Cllr Humphries is present.
- **Penns Place Sports Hub (JB)** – already discussed and minuted above.
- **Highways (RB)** – Mr R Oppenheimer is now assisting Mr Besant on this topic.

- **Green Infrastructure (TS)** – further update to be received when Mr Struthers is available.

*There being no further business, the meeting closed at 5.18 p.m*

PNP SA Objectives**SA1: To ensure that everyone has the opportunity to live in a good quality, affordable home, suitable to their need and which optimises the scope for environmental sustainability****Amount of affordable housing provided**

Yes SDNPA will monitor this through the AMR, but we will need to do some work to break it down

**Number of households on the Housing Waiting List**

SDNPA AMR will not monitor but EHDC housing have agreed that they can provide this on an annual basis. Can we add a column to state the organisation that will collect the data

**SA2: To improve the health and well-being of the population and reduce inequalities in health and well-being****Size and type of sports and recreation facilities provided**

SDNPA will not monitor, can PTC find a way to collect this?!

**Type and floor space of healthcare, education, leisure and community facilities premises provided**

Yes but only over 200, perhaps PTC could monitor stuff under 200?!

**SA3: To create and sustain vibrant communities which recognise the needs and contributions of all individuals****Type and floor space of premises provided**

Yes but we will only monitor that above 200m<sup>2</sup>

**Net gain and range of jobs provided**

SDNPA will not monitor gain or range of jobs and EHDC will not either so we may need to think of another measure, instead we can monitor occupancy rates and vacancy rates for business premises

**Number of vacant retail units and % of non-retail uses in primary and secondary frontages**

SDNPA will collect this at 3-5 year intervals, probably more like 5; so it won't be annual but perhaps we could have another column stating how regularly we will collect?! or we could look at occupancy and vacancy rates for retail units and keep the % of non-retail uses bit....

**SA4: To improve accessibility to all services and facilities****Length of new footpath/cycle-ways delivered through development**

If it's a separate project to install a new cycle path or footway we can measure, but if they're part of a new development we will not. PTC are you able to monitor this?!

**Number/proportion of planning applications which provide for onsite sustainable transport measures (e.g. cycle facilities)**

No, can PTC monitor

**Area of mixed use development delivered**

Yes where over 200m<sup>2</sup>

Proportion of previously developed land re-used

We will monitor this but the wording needs to change to % of new dwellings on PDL

**SA5: To encourage increased engagement in cultural activity across all sections of the community and promote sustainable tourism**

**SA6: To encourage development of the rural economy, in a manner that balances agricultural and other business interests to maintain a living, valued landscape**

Number/proportion of planning applications accompanied by landscape & visual impact assessments and detailed landscape designs

No, but other parishes have offered to monitor this so perhaps PTC can?!

Number of features added to the Heritage at Risk register

Yes, Petersfield Society / Petersfield Historic Society

Number/area of TPO trees lost or negatively affected

SDNPA will not, im not sure anyone will collect this?!

Area of allotment / community orchard provided through consented developments

No, perhaps PTC

**SA7: To address the causes of climate change through reducing emissions of greenhouse gases**

Number of developments consented within implementation of SuDS schemes

No

**SA8: To ensure the community are prepared for the impacts of climate change by promoting adaptation measures**

Number of developments consented within implementation of SuDS schemes

No

**SA9: To conserve, protect and enhance biodiversity and the natural environment both inside and outside the town**

Area of priority habitat created through development

No

Number/proportion of planning applications which provide a net gain for biodiversity

No

Area of land set aside for Green Infrastructure implementation

No

Incorporation of measures to protect groundwater

No, I think we need an alternative

**SA10: To protect and enhance the town's historic environment, heritage assets and their setting, and promote their enjoyment**

Number/proportion of planning applications accompanied by landscape & visual impact assessments and detailed landscape designs

no; but other parishes have offered to monitor this so perhaps PTC can?!

Number of features added to the Heritage at Risk register

Yes. Petersfield Society / Petersfield Historic Society

Number/area of TPO trees lost or negatively affected

SDNPA will not, im not sure anyone will collect this?!

Area of allotment / community orchard provided through consented developments

No, perhaps PTC

**SA11: To improve the efficiency of transport networks by enhancing the proportion of travel by sustainable modes and by promoting policies which reduce the need to travel**

Length of new footpath/cycle-ways delivered through development

if it's a separate project to install a new cycle path or footway we can measure, but if they're part of a new development we will not. PTC are you able to monitor this?!

Number/proportion of planning applications which provide for onsite sustainable transport measures (e.g. cycle facilities)

no, can PTC monitor

Area of mixed use development delivered

yes where over 200m<sup>2</sup>

Proportion of previously developed land re-used

we will monitor this but the wording needs to change to % of new dwellings on PDL