

PETERSFIELD TOWN COUNCIL

A meeting of the Petersfield Town Council was held at the Town Hall, Petersfield,
on 15 May 2015 at 6.30 pm

PRESENT: Cllr Mrs S Harwood (Town Mayor), Cllr Mrs H Ayer, Cllr J Deane, Cllr Mrs L Farrow, Cllr P Humphries, Cllr J Matthews, Cllr Mrs V Morgans, & Cllr S Noble, Cllr N Orr, Cllr P Strawbridge & Cllr G Watkinson,.

Also in attendance: Mr N Hitch (Town Clerk), Mrs M Snow (Locum Minute Taker), Rev W Hughes, County Cllr V Clarke and six members of the public

C 0001 RETIRING TOWN MAYOR'S REVIEW OF THE PAST CIVIC YEAR,

The Town Mayor (Cllr Mrs S Harwood), welcomed everyone and congratulated the Councillors who had recently been elected as she explained that every ward in Petersfield had been contested. She added that this was a healthy sign of democracy in action.

Cllr Harwood explained that four Councillors had been re-elected and new councillors will benefit from their experience while they find their feet. Cllr Harwood highlighted the achievements of Cllr Mary Vincent and Cllr George Watkinson as they enter their 21st year on Petersfield Town Council and 6th consecutive term of office, as a noteworthy and impressive achievement.

The Town Mayor explained that as she had already given a lengthy review of the past civic year at the Annual Town Meeting held on 22 April 2015, she wished to touch on a few points that were highlights of a very busy year as Mayor.

The Mayor has attended many meetings and events in the town, regularly several times a week in the busiest periods. Even during her last night as Mayor Cllr Harwood attended a production of Beowulf held in St Peters Church where the nave was transformed into an Anglo Saxon Hall. She described the performance as amazing and the evening as fantastic and unusual. She described this as one of many occasions where she has seen formally constituted groups doing so much 'good' in the town and this is testament to two things - firstly to the wonderful community spirit in Petersfield and secondly to the great esteem in which the office of Mayor is held. She continued that this was demonstrated by all age groups within the community.

Cllr Harwood then explained that her chosen charity Artscape had raised a total of just over £6,600 during the civic year, and that the concert arranged with the Petersfield Lions raised just under £4000 of that total. She paid thanks to the generosity of individuals and businesses in Petersfield.

Cllr Harwood explained that the councillors put in many many hours of hard work to achieve all that they do. They have all worked together for the greater good of Petersfield regardless of their political allegiance which has always been left at the door. Cllr Harwood concluded by saying "It has truly been a very real privilege to serve as Mayor for the last 12 months." She wished the Councillors a productive, successful and enjoyable four years together.

C 0002 **APOLOGIES FOR ABSENCE**

Apologies for absence had been received from Cllr Ms M Vincent, Cllr J Palmer & District Cllr Mrs J Butler.

C 0003 **ELECTION OF TOWN MAYOR 2015-2016**

Nominations were invited for the post of Town Mayor of Petersfield for the municipal year 2015-2016. Cllr Watkinson nominated Cllr Farrow; this was seconded by Cllr Deane. As no further nominations were forthcoming, it was

RESOLVED that Cllr Farrow be elected as Town Mayor for the municipal year 2015-2016.

C 0004 **TOWN MAYOR'S OATH**

The Town Council received the Town Mayor's Acceptance of Office Oath.

C 0005 **ELECTION OF DEPUTY TOWN MAYOR 2014-2015**

Nominations were invited for the post of Deputy Town Mayor. Cllr Farrow nominated Cllr Deane; this was seconded by Cllr Watkinson. As no further nominations were forthcoming, it was

RESOLVED that Cllr Deane be elected as Deputy Town Mayor for the municipal year 2015-2016.

C 0006 **DEPUTY TOWN MAYOR'S OATH**

The Town Council received the Deputy Town Mayor's Acceptance of Office Oath.

C 0007 **TOWN MAYOR'S ADDRESS**

In her address to the Council, the Town Mayor made the following comments:

The Mayor stated that it was a great privilege to have worked with some wonderful Councillors last year. Who all worked together for the good of the town, leaving party political colours at the door. She explained that Mrs Sue Harwood achieved so much as Mayor, for example the cleaning of the War Memorial and the painting of the railings outside the church. Mrs Harwood also greeted the German Mayor in German at a twinning event.

The Mayor explained that it was a privilege and also a great responsibility to be selected as Town Mayor. She concluded by explaining that she was able to fulfill the role with the support of fellow Councillors and the Council officers led by the Town Clerk - Mr Neil Hitch.

The Town Mayor then presented Mrs Harwood with a pin and a bouquet of flowers.

The Town Mayor then welcomed Reverend Will Hughes who had kindly agreed to offer his blessing to the Council at the start of another municipal year.

C 0008 **OFFERING OF PRAYERS**

Reverend Will Hughes thanked the Councillors for inviting him and he offered prayers and blessing for the new Mayor and for the Town Council.

C 0009 **GRANTING OF DISPENSATION UNDER SECTION 33 OF THE LOCALISM ACT (2011)**

There were no requests for dispensations.

C 0010 **DECLARATIONS OF INTEREST**

There were no declarations of interest.

The Chairman suggested that the following agenda item was brought forward and the Council were in agreement. This was due to the long agenda.

C0011 **PUBLIC REPRESENTATION**

Ms Louise Bevan, enquired as to what was the current situation regarding the care home Bulmer House. The Chairman explained to Ms Bevan that many of the members were new to the Council, however County Cllr Clarke would be able to respond as Bulmer House was the responsibility of Hampshire County Council. Cllr Clarke gave an update on the situation and explained that the company who was to provide the running of the care services, once redeveloped, has now pulled out. The running of the services has been offered to other providers and more details will be available in June 2015.

C 0012 **APPOINTMENTS TO COMMITTEES:**

A. Planning Committee

RESOLVED that all members except the Town Mayor be appointed to the Planning Committee.

B. Grounds Committee

RESOLVED that the following Councillors be appointed to the Grounds Committee:

Cllrs: Ms M Vincent, Strawbridge, Noble, Matthews, Orr and Deane.

C. Public Halls Committee

RESOLVED that the following Councillors be appointed to the Public Halls Committee:

Cllrs: Mrs Ayer, Mrs Morgans, Ms Vincent Humphries, Palmer and Watkinson.

C 0013

APPOINTMENT OF CHAIRMEN FOR PLANNING, GROUNDS AND HALLS COMMITTEES

A. Planning

Cllr Humphries proposed Cllr Ms Vincent and was seconded by Cllr Deane.

No other nominations were forthcoming. It was therefore

RESOLVED that Cllr Ms Vincent be elected as Chairman of the Planning Committee for the ensuing year.

B. Grounds

Cllr Mrs Farrow proposed Cllr Deane and was seconded by Cllr Watkinson

No other nominations were forthcoming. It was therefore

RESOLVED that Cllr Deane be elected as Chairman of the Grounds Committee for the ensuing year.

C. Public Halls

Cllr Deane proposed Cllr Mrs Ayer and was seconded by Cllr Watkinson.

No other nominations were forthcoming. It was therefore

RESOLVED that Cllr Ayer be elected as Chairman of the Public Halls Committee for the ensuing year.

C 0014

APPOINTMENT TO FINANCE AND GENERAL PURPOSES COMMITTEE

RESOLVED that the following Councillors be appointed to the Finance and General Purposes Committee:

Cllrs: Mrs Ayer (Chairman of Public Halls), Deane (Chairman of Grounds), Matthews, Strawbridge, Humphries and Watkinson.

C 0015 APPOINTMENT OF CHAIRMAN FOR FINANCE AND GENERAL PURPOSES COMMITTEE

Cllr Mrs Farrow nominated Cllr Watkinson and was seconded by Cllr Deane.

No other nominations were forthcoming. It was therefore

RESOLVED that Cllr Watkinson be elected as Chairman of the Finance and General Purposes Committee for the ensuing year.

The Chairman suggested that the following agenda item was brought forward and the Council were in agreement. This was due to Cllr Clarke having to attend another meeting.

C0016 COUNTY COUNCILLORS' REPORT

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 0017 THE REVIEW OF THE TERMS OF REFERENCE FOR THE PLANNING, GROUNDS, PUBLIC HALLS PLUS FINANCE AND GENERAL PURPOSES COMMITTEES

RESOLVED that the terms of reference would be reviewed by each of the individual committees at the June meetings with recommendations for any changes being made to the June Council meeting.

C 0018 APPROVAL OF MINUTES

RESOLVED that the Minutes of the Petersfield Town Council meeting held on 23 April 2015 be approved and signed.

C 0019 REPRESENTATIVES TO OUTSIDE BODIES

The list of Outside Bodies was reviewed and updated and it was

RESOLVED that the updated list, attached to these Minutes as Appendix B, be approved and agreed.

C 0020 CONSIDERATION OF MAKING ARRANGEMENT TO EXERCISE THE GENERAL POWER OF COMPETENCE.

The Town Clerk explained to the members that to enable the Council to use the General Power of Competence (GPC), which was legislation brought in under the Localism Act 2011 he will have to undergo further training before the Council can use the GPC. The training is section 7 of the Certificate in

Local Council Administration. After discussion the Council agreed to the Clerk's additional training.

RESOLVED that the Town Clerk is required to undertake section 7 of the Certificate in Local Council Administration to enable the Council to use the General Power of Competence.

C 0021 **CALENDAR OF MEETINGS MAY 2015 - APRIL 2016**

RESOLVED that the calendar of Meetings for 2015 - 2016 be confirmed. A copy is attached to these Minutes as Appendix C.

C 0022 **APPOINT MEMBERS OF THE STAFF PANEL**

RESOLVED that the following Councillors be appointed to the Staff Panel:

Cllrs: Mrs Ayer, Deane & Watkinson together with the Town Clerk (Reserve member Cllr Mrs M Vincent)

C 0023 **THE REVIEW OF THE TERMS OF REFERENCE FOR THE STAFF PANEL**

RESOLVED that the terms of reference would be reviewed by the newly elected panel members at their next meeting.

C 0024 **CONSIDERATION OF THE APPOINTMENT OF A WORKING PARTY TO REVIEW THE STANDING ORDERS, FINANCIAL REGULATIONS AND CONTRACT STANDING ORDERS.**

The Town Clerk advised members that the above mentioned documents had been reviewed a few months ago. After discussion it was resolved:

RESOLVED that the Standing Orders, Financial Regulations and Contract Standing Orders would be reviewed during the spring of 2016.

C 0025 **TO APPOINT MEMBERS TO THE PETERSFIELD IN BLOOM COMMITTEE**

RESOLVED that the following Councillors be appointed to the Petersfield in Bloom Committee:

Cllrs: Mrs Morgans, Deane & Mrs Ayer.

C 0026 **PLANNING COMMITTEE REPORT**

RESOLVED that the Minutes of the Planning Committee meeting held on 28 April 2015 be received.

C 0027 **TOWN CLERK'S REPORT**

Members received and noted the Town Clerk's report dated 15 May 2015. (A copy is attached to these Minutes as Appendix D)

C 0028 DISTRICT COUNCILLORS' REPORTS

No reports had been received.

C 0029 REPRESENTATION ON OUTSIDE BODIES

No reports had been submitted.

There being no further business the meeting closed at 8.07 p.m.

County Councillor's report for May 2015

Hampshire County Council has a statistical department that is responsible for forecasting the change of population in the County at every age, and these are the figures that are used to calculate the demand for school places several years in advance of any actual change. The department is noted for its accurate forecasting, and between the 2001 and 2011 census was within 1% of the actual figures. Because of its accuracy it has just been given the contract to supply all the figures for Bristol.

At the moment the population of Hampshire is 1.33m of which there are 1.02m registered voters. In Hampshire as a whole the registered voters represent 96.4% of those eligible to vote, though in East Hants this is only 92%. The population is estimated to grow by 6% by 2021.

The latest figures for those unemployed and claiming benefit (March) are:-

Froxfield & Steep	4	0.2%
Liss	11	0.4%
Petersfield Bell Hill	10	0.6%
Petersfield Causeway	17	1.1%
Petersfield Heath	11	0.8%
Petersfield Rother	6	0.5%
Petersfield St Marys	12	0.8%
Petersfield St Peters	18	1.2%
The Hangers & Forest	5	0.3%

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

3,184 miles of road were gritted.

1,152 sq m of carriageway were resurfaced

147 potholes repaired

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

252 sq m of footway were patched



REPRESENTATION ON OUTSIDE BODIES

MAY 2015 - C0019 REFERS

Petersfield Community Association	→	Cllr Ayer
E Hants Association of Parish & Town Councils	→	Cllrs Deane, Farrow, Morgans, Humphries & Matthews
Friends of Petersfield Heath	→	Cllr Strawbridge
John Goodyer Trust (inc Bishop Laney's Charity)	→	Cllrs Vincent & Deane
Petersfield Neighbourhood Plan	→	Cllrs Palmer, Noble, Strawbridge & Town Clerk
Petersfield Open Air Heated Swimming Pool	→	Cllr Humphries
Petersfield Town Partnership	→	Cllr Farrow
Petersfield Town Football Club	→	Cllr Orr
Rotherlands Conservation Group	→	Cllr Humphries
South Downs (Hants) Countryside Access Plan Rights of Way Improvement Working Group C0551 February 2011 refers	→	Cllrs Humphries & Matthews
Twinning Committee	→	Town Mayor, Deputy Town Mayor,
EHDC Community Forum (F 0120 June 2011 refers)	→	Cllr Deane (Cllr Farrow reserve)
EHDC Community Tasking Coordinating Group	→	Cllr Ayer
Moviola Cinema	→	Cllr Farrow

The Council Chamber is available to the above organisations free of charge until 9.00p.m. All other facilities will be charged at the normal hire charge.

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PETERSFIELD TOWN COUNCIL

Schedule of Meetings 2015/2016

Meeting	Day and Time	May	June	July	Aug	Sept	Oct	Nov	Dec	Jan 2016	Feb	Mar	Apr
PUBLIC HALLS	Monday 6.30pm	18	8	13		14	5	9		11	8	14	11
GROUNDS	Thursday 6.30pm	21	11	16		17	8	12		14	11	17	14
FINANCE & GENERAL PURPOSES	Monday 6.30pm	(Tues) 26	22	20		21	19	16	14	18	15	21	18
COUNCIL	Friday Thursday 6.30pm	15 28	25 23	23		24	22	19	17	21	18	24	21
PLANNING	Tuesday 5.30pm	19	9	21	11	1	13	3	15	5	16	8	19
HIGH MEADOW	Thursday Following Council		30			22	24			26		29	
				23									

Bank/Local Gov Holidays: 4 May, 25 May, 31 Aug, 25, 28, 29, 30, 31 Dec 2015, 1 Jan, 25 and 28 April 2016, and 2 May 2016
 Annual Town Meeting: IBC *F & GP moved to Tuesday 26 May as Bank Holiday on the Monday



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:

- ✻ Friends of Petersfield Heath Spring 2015 newsletter
- ✻ Havant and East Hampshire Volunteer Service Enewsletter
- ✻ Community First Havant & East Hampshire Enewsletter number 74
- ✻ Clerks and Councils Direct magazine
- ✻ Charity Commission news spring 2015
- ✻ Action News Update May 2015 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 2nd June 2015.
- 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 meeting in April 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 – 10 reports (30)
Criminal damage – 5 reports (16)
Burglary – 7 reports (3)
Motor vehicle thefts – 3 reports (3)
- 4 Petersfield Youth Theatre has written to thank the Council for its community grant approved in the second tranche of grants. The Petersfield Museum has also written thanking the Council for its perennial grant

Neil Hitch
Town Clerk
8th May 2015