

## PETERSFIELD TOWN COUNCIL

A meeting of the Petersfield Town Council was held at the Town Hall, Petersfield  
on 25 June 2015 at 6.30 pm.

**PRESENT:** Cllr Mrs L Farrow (Town Mayor), Cllr J Deane, Cllr Mrs H Ayer, Cllr P Humphries, Cllr J Matthews, Cllr Mrs Morgans, Cllr N Orr, Cllr J Palmer, Cllr Ms M Vincent, & Cllr G Watkinson.

**Also in attendance:** Mr N Hitch (Town Clerk), Mrs M Snow (Locum Minute Taker) and 1 member of the public. There were no Press present.

### **C 0158**      TOWN MAYOR'S REMARKS

The Town Mayor welcomed all the Councillors to the meeting. The Mayor respectfully requested that mobile phones should be switched off and put aside for the duration of the meeting.

The Mayor explained that she had had many engagements this week which included watching a performance of the Pirates of Penzance, attending a performance by Petersfield Choir held in St Peters Church and attending the Friends of Petersfield Hospital AGM when a request for younger volunteers was made. She also attended the Save the Children fundraiser in aid of the Nepalese earthquake victims and concluding with the raising of the flag for Armed Forces Week which Cllr Deane also attended.

She reported that the dig on the Heath has not turned up as much as they were hoping. The Town Mayor did note that the Heath was well used as on a recent visit she encountered the Army cadets and Churchers College students all taking part in various activities. The Mayor concluded by announcing that her chosen charities for the year shall be The Rosemary Foundation and the Petersfield Counselling Service.

### **C 0159**      APOLOGIES FOR ABSENCE

Apologies for absence had been received from Cllr S Noble & Cllr P Strawbridge.

### **C 0160**      GRANTING OF DISPENSATION UNDER SECTION 33 OF THE LOCALISM ACT (2011)

There were no requests for dispensation.

### **C 0161**      DECLARATIONS OF INTEREST

There were no declarations of disclosable pecuniary interest made.

### **C 0162**      APPROVAL OF MINUTES

**RESOLVED** that the Minutes of the Meeting of Petersfield Town

Council, held on 28th May 2015, be approved and signed.

C 0163 PLANNING COMMITTEE

**RESOLVED** that the Minutes of the Planning Committee meeting, held on 9<sup>th</sup> June 2015, be received.

C 0164 PUBLIC PARTICIPATION

No requests to speak had been received.

C 0165 COUNTY COUNCILLORS' REPORTS

Cllr K Moon: A copy of County Cllr Moon's report was previously circulated. Cllr Moon also advised the Town Council that the Highways budget was to be discussed in the autumn and requested any issues the Town Council wished to raise for consideration be reported back to Cllr Moon as soon as possible. Issues that the Town Councillors raised with the County Councillor included parking permits in various roads around Petersfield, traffic calming measures in Herne Farm and recycling centre survey.

C 0166 DISTRICT COUNCILLORS' REPORTS

Cllr Mrs J Butler: District Cllr Butler reported that her cabinet responsibilities were Customer Relations, Communities and Safety. Also she once again has been given the responsibility for Community Forums. The Community Forum meetings will now have a meet and greet session held at 6pm before the Forum starts at 6.30pm. The next Community Forum is to be held on Thursday the 30<sup>th</sup> of July 2015. Cllr Butler also reported that a new litter and dog fouling regime had been launched with offenders receiving fines of £75 for littering and £50 for dog fouling. A new hot line has been set up for residents who wish to report hot spots (01730 234131). Cllr Butler finally wished to draw attention to the District Councillors Grant Fund when small sums of money were available for local projects via a grant form available on the East Hampshire District Council website. Due to more than one District Councillor covering the town of Petersfield the Councillors may wish to club together and pay as one larger grant if a large project was trying to be achieved.

COMMITTEE REPORTS(a) Public Halls Committee

RESOLVED

that the Minutes of the Public Halls Committee held on 8th June 2015 be received.

RESOLVED

to review the Public Halls Committee terms of reference later in the year so that the committee members have the opportunity to assess the current Terms with the current wording being amended to reflect involvement in the preparation and approval of leases and the operation of the Halls being for the benefit of residents.

(b) Grounds Committee

RESOLVED

that the Minutes of the Grounds Committee held on 11<sup>th</sup> June 2015 be received.

RESOLVED

that no changes are required to the current Terms of Reference for the Grounds Committee.

(c) Finance & General Purposes Committee

RESOLVED

that the Minutes of the Finance & General Purposes Committee meeting held on 22nd June 2015 be received.

RESOLVED

to accept the quote provided by Spirit Solar for the supply and installation of Solar Panels on the roof of the Avenue Pavilion at the cost of £6,040. The system approved is a 4KW system, however this could be reduced to approximately 3.75KW if subsequent technical advice indicates that a 4KW system would require the buildings electricity supply to be upgraded. The funds from the Unallocated Capital Receipts Reserves are to be used to part fund the solar panels.

RESOLVED

that Petersfield Town Council will continue to provide the Christmas lights and is willing to work with whoever wishes to organise an appropriate event.

RESOLVED

that the draft response to a consultation regarding the extension of the remit of the Local Government Ombudsman to larger Parish and Town Councils is approved.

**RESOLVED**

that the Town Council wishes the Hampshire Association of Local Council's to remain affiliated to the National Association of Local Councils.

**C 0168**      **TOWN CLERK'S REPORT**

Members received and noted the Town Clerk's report dated 17<sup>th</sup> June 2015.  
(A copy is attached to these Minutes as Appendix A)

**C 0169**      **REPRESENTATIONS ON OUTSIDE BODIES**

The Petersfield Town Fottball Club - Cllr N Orr

Cllr Orr recently attended the Annual General Meeting of Petersfield Town Football Club. At the meeting a new Chairman, Treasurer and Groundsman were elected. The club is doing very well as they have gained promotion for the second year running and are competing in the Southern League. The team now have Tuesday night and weekend matches and are travelling further afield due to their success. Some of the players come from Petersfield and others from further afield. The team start their pre season warm up shortly. Cllr Orr has made a request to the club that he would be delighted to attend future meetings and is currently awaiting a response. Cllr Orr suggested that this is a great opportunity for the Town Council and Petersfield Town Football clubs to work together.

**C 0170**      **APPOINTMENT OF PARISH MEMBER TO THE SOUTH DOWNS NATIONAL PARK AUTHORITY**

The Hampshire Association of Local Councils announced that Cllr Doug Jones was appointed as the Parish Member to SDNPA. Cllr Jones's appointment was received and noted.

**C 0171**      **INFRASTRUCTURE DELIVERY PLAN - NEIGHBOURHOOD PLAN GROUP**

After discussion of the 6 page Infrastructure Delivery Plan (IDP) the following points were noted: The IDP contains duplicate items already covered by the Town Council either in its current responsibilities or proposed projects included in the Town Council's own plan. The IDP is unclear on what exactly is required, as some of the statements under the heading of 'Project' are answered simply as 'yes' with no additional information provided.

**RESOLVED**

that the Neighbourhood Plan Group's Infrastructure Delivery Plan be accepted in principle with the following amendments; the removal of all duplication, the removal of the police station improvements, the replacement of 'Rugby Club Pavilion' and 'Hockey pitches' and list under the title of Sports Hub. Finally the removal of Floating

Fountains as consultants have already advised the Town Council on this issue.

C 0172      PETERSFIELD IN BLOOM 2015 - JUDGING DAY

RESOLVED      that Cllr's Mrs Ayer, Deane, Mrs Morgans and Ms Vincent are to assist on Judging day and Cllr's Strawbridge and Noble are also to be invited to attend.

C 0173      EAST HAMPSHIRE COUNCIL'S SOUTH DOWNS NATIONAL PARK REPRESENTATIVE'S JUNE REPORT

Members received and noted the South Downs National Park representative - Cllr Doug Jones's report dated 6<sup>th</sup> June 2015. (*A copy is attached to these Minutes as Appendix B*)

*There being no further business, the meeting closed at 8.10p.m*



## 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:

- ✻ Volunteer Service Newsletter June and July 2015 from the Havant & East Hants Volunteer Service
- ✻ Minutes of the East Petersfield Community Group meeting of 28<sup>th</sup> May 2015
- ✻ Community First Havant & East Hampshire Enewsletter number 75 and 76
- ✻ News for Local Councils – update from Hampshire County Council
- ✻ Local Council Review magazine from the National Association of Local Councils
- ✻ News for Local Councils Enewsletter from Hampshire County Council

### Other Information

1. The next Community Forum will be held at 6.30 p.m. in the Council Chamber at Penns Place on Thursday 30th July 2015. Subsequent meetings will take place on 6th October 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 document for completion.
3. An invitation has been extended to all members by the Festival for Young People to celebrate their tenth Annual Exhibition in the Festival Hall on Friday 3<sup>rd</sup> July 2015 at 6.45p.m.
4. The Public Examination has now taken place for the Petersfield Neighbourhood Plan and the Inspectors Report is awaited before it is known whether the Plan can proceed to a referendum. It is hoped that it will be received in the next few weeks. Councillors Palmer and Matthews represented the town extremely positively and well at the Examination.

Neil Hitch,  
Town Clerk,  
17th June 2015

## SOUTH DOWNS NATIONAL PARK

### Note for East Hampshire Association of Parish & Town Councils Meeting 10<sup>th</sup> June 2015

This is the latest of my regular notes for EHAPTC Meetings about some of the activities of the National Park Authority (NPA) which may be of interest to Parish Councils.

As Parish Clerks now receive regular Highlights of SDNPA work, my notes can probably be shorter than in the past. The NPA's Highlights note is not an exhaustive list of achievements, but selects some of the projects that the Authority and its partners are working on.

To complement those briefing notes I will focus primarily on **the forthcoming consultation on the latest version of the National Park's draft Local Plan** (the 'Preferred Options' version) as this is likely to be a very important document for all Parish Councils affected. I will also mention a number of other issues under the following headings:

- Bills in the Queen's Speech
- Changes to the Sustainable Communities Fund
- Support for local food producers – and consumers
- Other work 'on the ground'
- Local contacts.

#### **An update on the forthcoming Local Plan for the National Park – an opportunity to have your say during the next consultation phase: 2 September to 28 October 2015**

- As the South Downs National Park Authority is the Planning Authority for all the land within the boundaries of the Park, it needs to produce a Local Plan for the entire area
- This is the first time that a single Local Plan has been produced as one entity for this area – and the Local Plan will supersede all existing Local Plans and Joint Core Strategies which currently cover the area
- The Local Plan will form the main part of the 'Development Plan' alongside any adopted Neighbourhood Plans (being developed by some communities in the National Park) and alongside Minerals & Waste Plans
- The Local Plan must be in conformity with the National Planning Policy Framework (NPPF) and the DEFRA Vision and Circular for National parks (2010)
- The Local Plan will be the key to delivering sustainable development in the National Park and so the Park Authority is keen to ensure that the best possible Plan is produced
- To this end, another significant period of public consultation is being planned for eight weeks in the autumn: from 2 September to 28 October 2015
- This consultation will be about the 'Preferred Options' version of the Local Plan
- This version follows on from the Local Plan Options Consultation document which was published in February 2014 – and it will have taken into consideration all the representations that were made on that document
- After the forthcoming consultation, amendments will be made to the Plan and, in due course, it will be submitted to the Planning Inspectorate for independent examination
- The National Park Authority hopes that this process will be completed in 2017 so that the Plan can then form the basis for development for the next 15 years (up to 2032)
- The Plan will contain a full set of planning policies with specific topics ranging from landscape, conservation, tourism and recreation through to land to be allocated for development: employment, housing etc

- All the draft policies for the forthcoming 'Preferred Options' plan have now been considered by the National Park's Planning Committee. All these meetings have taken place in public and a number of Parish Councils have responded to suggestions that they might like to attend so as to learn about the potential policies in advance and have their say on particular matters if so minded
- The latest version of the 'Preferred Options' plan can be found as Item 8 in the papers for the National Park's Planning Committee of 11 June 2015 via this link - <http://southdowns.gov.uk/meeting/11-june-2015/> . The Appendix to Item 8 contains all the details (407 pages). After this meeting of the Planning Committee the draft version will be considered by the full National Park Authority in June and July so that formal consultation can take place from 2 September
- The National Park Authority will be arranging a range of ways for people to learn about the Plan during this consultation period – and to take part in making it even better. It is envisaged that an on-line video will be available to help people understand the context, the challenges to be faced etc
- Parish Councils are well placed to help ensure that this Local Plan is as good as it can possibly be. I would encourage Parish Councils to spend some time considering it – and responding during the consultation period.

#### Some things to look out for

- As well as considering all the policies in the Plan, please try to think about **anything that might be missing!** What policies might help you try to ensure the best future for the National Park?
- For parishes which are not producing Neighbourhood Plans, this Local Plan is the only way of obtaining designation for **Local Green Spaces**. This is a relatively new way of providing special protection against development for green areas which are felt to be of particular importance to local communities. Parish Councils will need to submit details during the consultation period described above (2 September – 28 October) and the following sources of guidance may be helpful: <http://www.oss.org.uk/what-we-do/local-green-space-designation/> and <http://planningguidance.planningportal.gov.uk/blog/guidance/open-space-sports-and-recreation-facilities-public-rights-of-way-and-local-green-space/local-green-space-designation/>
- There will be revisions to **Settlement Policy Boundaries** (to be illustrated by a series of maps) and **allocations of new housing** to a number of settlements across the National Park (with maps illustrating proposed locations)

#### Draft Community Infrastructure Levy (CIL) Charging Schedule

- The draft Charging Schedule will be published alongside the Local Plan Preferred Options documentation. This will form the second of two consultation stages that need to be undertaken before the CIL Charging Schedule can be adopted. Parish Councils have already had an opportunity to comment on a Preliminary Draft Charging Schedule in February / March 2014
- A copy of the Infrastructure Delivery Plan (IDP) will also be published alongside the Draft Charging Schedule and projects from Parish Councils can always be considered. Contact [gareth.giles@southdowns.gov.uk](mailto:gareth.giles@southdowns.gov.uk) for more information

#### Bills in the Queen's Speech

The recent Queen's Speech outlined the 26 Bills that the Government will introduce. Those likely to be of interest to the National Park Authority and Parish Councils include: the Cities & Local Government Devolution Bill, the Energy Bill and the Housing Bill. Details are not yet



available but proposals for streamlining local authority governance may deserve close attention; the Housing Bill will be the vehicle for bringing in the right to buy for housing association tenants; and the Energy Bill will remove the requirement on the Secretary of State to approve onshore wind farm planning applications above 50MW (this means that SDNPA, like any other local planning authority, would be responsible for handling such applications in future).

#### Changes to the Sustainable Communities Fund

The Sustainable Communities Fund has recently been revised so as to try to make its funding go further and increasing competitiveness between bids. The main changes are:

- The maximum grant is to be £10,000 with two categories of grants: small grants (up to £2,000) and large grants (over £2,000)
- Small grants (apart from community events) will be considered by the SCF panel at four meetings per year whilst all large and community event bids will be considered at two meetings per year
- The maximum portion of the total project cost that will be supported will be 50%
- Some areas no longer fall within the scope of SCF Grants and will be supported in other ways: conservation, environmental improvement and practical work – Grassroots Fund; building renovation and development – LEADER Fund; Research projects – Strategic Fund; Booklets, leaflets and Interpretation – Communications Team and Strategic Fund

More information is available via: <http://southdowns.gov.uk/care-for/supporting-communities-business/sustainable-communities-fund/>

#### Support for local food producers – and consumers

The official launch of the National Park's local food website (SouthDownsFood.org) will take place on 22<sup>nd</sup> June at Cowdray Park, Midhurst. The event should attract significant media interest as well as key partners including farmers and other local food producers. Over 250 verified local food businesses are already on the website which will provide a one-stop resource for everyone with a passion for local food and drink: from visitors to producers, wholesalers to pubs, restaurants and bars. It is anticipated that over 650 businesses will have been verified and listed on website by the end of December 2015, making this National Park initiative the largest local food produce network in the UK by a significant margin.

#### Other work 'on the ground'

- Some new summer Saturday and Sunday bus services are due to start running from July, connecting railway stations, visitor attractions, village pubs etc. The services are likely to cover: Uppark, South Harting, Petersfield, Steep, Sheet, Hill Brow, Liss, Greatham, Selborne, Lower Farringdon, Chawton and Alton. Any support or promotion that Parish Councils can give to boost passenger numbers on these services would be greatly appreciated. Please contact [allison.thorpe@southdowns.gov.uk](mailto:allison.thorpe@southdowns.gov.uk) or 01730 819243
- A number of venues (including Durlough Marsh Farm and Butser Ancient Farm) have applied for cycle stands as part of a Free Cycle Parking Stands programme
- Local Rangers and volunteers have continued to deliver valuable improvements on the ground: dozens more Barn Owl boxes have been installed and, working with Hampshire Rural Learning, staff have educated scores of schoolchildren about the ecology of owls
- There have also been special outdoor sessions for primary school children and cubs to learn about ponds, pond life and other activities

- Staff have helped farmers put together joint applications for a facilitation fund from the Countryside Stewardship Scheme to support them in delivering shared environmental outcomes that they would be unable to deliver if acting alone
- Volunteers have carried out many more days of scrub clearing across the National Park and time has also been spent on installing gates, stiles and signposts along the rights of way networks
- Rangers and Members of the Park Authority have given talks to Parish Councils at Annual Parish Meetings and other occasions
- A new 'Take the Lead' campaign to encourage responsible dog walking has been launched via social media, including four short films on the National Park website
- The annual free newspaper, South Downs View, has been published with copies being distributed to accommodation providers, libraries, garden centres, shops, pubs, cafes, restaurants, Tourist Information Points etc. It includes tips on places to explore, family days out, an events listing for the summer season and details of current projects going on in the National Park
- and the new National Park website continues to attract increasing numbers of visitors. Take a look at: <http://southdowns.gov.uk/>

#### Local contacts

- Natalie Fellows, the Planning Link Officer for Hampshire parishes, can be contacted via: 07872 410442 and [natalie.fellows@southdowns.gov.uk](mailto:natalie.fellows@southdowns.gov.uk)
- The Authority's Western Downs team, based at the Queen Elizabeth Country Park, acts as a 'first stop shop' for communities and land managers, providing advice and support towards achieving the national park's purposes. The team also acts as the 'eyes and ears' on the ground, assisting with a wide range of activities. Contact the team to find out how the NPA may be able to help your community and please encourage anyone interested in volunteering to contact Nick Heasman, our Area Manager, on [nick.heasman@southdowns.gov.uk](mailto:nick.heasman@southdowns.gov.uk) or 02392 571381

*Although my role is to act in the best interests of the whole of the National Park, I always aim to maintain close contact with Parish Councils in East Hampshire to make sure that all important issues, concerns and ideas are taken into account by the National Park Authority.*

*Doug Jones, Member of the South Downs National Park Authority and Buriton Parish Council*  
[doug.iones@southdowns.gov.uk](mailto:doug.iones@southdowns.gov.uk)

6<sup>th</sup> June 2015