

PETERSFIELD TOWN COUNCIL

Minutes of a meeting of the Grounds Committee held at the Council Chamber, Town Hall, Petersfield, on Thursday 12th November 2015 at 6.30 pm.

PRESENT: Cllr J Deane (Chairman), Cllr J Matthews, Cllr M Vincent, and Cllr Paul Strawbridge

NOT PRESENT: Cllr S Noble

ALSO IN ATTENDANCE: Mr N Hitch (Town Clerk), Mr D Budd (Senior Groundsman), Mr S Field (Committees Manager), Cllr Mrs Farrow and Cllr V Morgans were also present. There were 2 member of the public and no press present.

G 0447 CHAIRMAN'S COMMENTS

The Chairman provided a written report (*Appendix A*). Members were also advised that tennis nets that needed to be replaced in the Avenue had now been installed.

G 0448 APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllr Nick Orr.

G 0449 DISPENSATION UNDER SECTION 33 OF THE LOCALISM ACT (2011)

No requests for dispensation were received.

G 0450 DECLARATIONS OF INTEREST

There were no declarations of interest.

G 0451 APPROVAL OF MINUTES

RESOLVED that the minutes of the meeting of the Grounds Committee held on 8th October 2015 be approved and signed with one amendment. 0372 paragraph 2 should have stated Cllr J Deane lived 'near to', not 'on' the estate

G 0452 PUBLIC REPRESENTATION

A representation on behalf of Rams Hill residents was requested by John Lees

G 0453 GROUNDS REPORT

Members received and noted the Grounds Report for November 2015 by the Senior Groundsman. (*A copy is attached to these Minutes as Appendix B*). Members were also advised that the storage container was being installed on Monday. It was discussed that when hedges are cut near to cars around the

heath in the future, that signs could be erected, rather than leaflets being placed on car windscreens.

G 0454 **HEATH POND WORKING PARTY REPORT**

Members received a verbal update from Neil Hitch, explaining what they had seen at both Midhurst and Buriton Pond and what could be learned from these visits. Neil was asked to write a report with recommendations, and working party to meet and discuss what the Heath Pond should be like in the future.

G 0455 **PETERSFIELD RUGBY FOOTBALL CLUB ADDITIONAL BALCONY**

Members received a letter and plan for a proposed additional balcony. (Appendix C & D)

RESOLVED: agreed in principle but that significant progress is made on other issues before this work is granted.

G 0456 **INVITATION TO 89TH ANNUAL GENERAL MEETING OF THE HAMPSHIRE PLAYING FIELDS ASSOCIATION**

Members were asked to consider attending the 89th Annual General Meeting of the Hampshire Playing Fields Association (*invitation previously received*)

G 0457 **TAYLOR WIMPEY REPORT REGARDING RAMSHILL OPEN SPACES**

Members received a report from the meeting held on 12th November. Cllr James Deane explained that in principle there were no issues with the council taking over this responsibility, but would like to raise a number of concerns in the confidential section of this meeting. (*Report and Plan attached as Appendix E & F*)

G 0458 **A PRESENTATION BY RESIDENT JOHN LEES OF RAMSHILL**

Members received a verbal presentation from Ramshill resident Mr Lees (*report attached as Appendix G*). Residents were informed that should the contract remain with Greenbelt, it was likely that residents would face a charge to maintain the play area and green spaces.

G 0459 **PETERSFIELD RUGBY FOOTBALL CLUB OUTSTANDING ISSUES**

Members received and considered an update report from Cllr P Strawbridge on outstanding issues that remain with Petersfield Rugby Football Club. A discussion took place, considering ways in which these issues could be remedied.

Information required under 'Freedom of Information' act had now been provided. However, the content of a previous 'Freedom of Information'

request had been appealed by the club which the Town Clerk would be responding to shortly.

Due to the nature of the remaining items, it was agreed that the conversation should be deferred to the confidential section of this meeting

G 0460 **PENNS FIELD 'B'**

Members received and considered a report from Cllr James Deane (*report attached as Appendix H*)

G 0461 **SITING OF TWO NEW PLANTERS**

Members received information about the siting of two new planters outside of 48 College Street, Petersfield. The Senior Groundsman reported that it was proving difficult to find the same planters

RECOMMENDED: That Councillors should investigate and provide comments for the next meeting in January 2016

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 for the confidential session and the Councillors in attendance be granted permission to stay.

Cllr Jamie Matthews left the meeting

CONFIDENTIAL

G 0462 **RAMSHILL OPEN SPACES**

Following discussion it was:

RECOMMENDED: that the Town Council agreed to adopt the public open spaces on the Ramshill Estate providing the existing contract with Greenbelt can be broken and subject to an appropriate commuted lump sum of money for open spaces maintenance being provided, and the play area being brought up to a standard meeting Rospa requirements or an equivalent lump sum.

G 0463 **PETERSFIELD RUGBY FOOTBALL CLUB OUTSTANDING ISSUES**

Further discussions took place regarding the current issues with the existing contract, and the sub-letting of the Hockey field to Petersfield Junior Football Club.

Following discussion it was:

RECOMMENDED: that permission be granted to Petersfield Rugby Club to enter into an agreement with Petersfield Town Junior Football Club for the Football Club to use land contained within the Rugby Club lease demise for a one year period.

There being no further business, the meeting closed at 8.40p.m.

DRAFT

Grounds Meeting – Thu 12 Nov 15

Chairman's Comments

The Chairman began the meeting with notice of a compliment received concerning the recent cut of the hedgerows on the Heath. 3 members of the public have commented on how well it has been done. Other good news is that the slipway construction on the Heath is now in progress. The tennis nets that needed to be replaced at the Avenue have now been replaced.

A number of members attended a reception in the Petersfield Cricket Club Pavilion on the Heath last week-end and were briefed on plans for the refurbishment of the pavilion following their recent award of a grant from Sport England. The Chairman (James Stratford-Tuke) also briefed us on plans for the club in extended facilities to allow for more teams to play including women's cricket and cricket for the disabled. It was also noted that the Club Trustees/Committee has/have also met and have confirmed that the Club wishes to retain ownership of the Pavilion in which case PTC should be able to get to work on their updated lease arrangements in the near future. I am sure I speak for all of us to congratulate The Club on their hard work in moving the Club onward

On the matter of the Plump Duck we currently await advice from the legal adviser of the HALC concerning the changes on the accounting methodology and also the exact position on commercial concessions on charity land.

The Chairman and Deputy Chairman attended the Petersfield Society's Meeting on 5 Nov 15 where there were 3 speakers. One on the importance and value of trees in urban areas, another on the streams and rivers. The SDNPA also briefed the meeting on their up and coming SDNPA Plan. The issue of the land at Merritt's Meadow was raised by a member of the public and informed that this was still a work in progress but should in the not too distant future hopefully come to fruition.

The Chairman then went on to say that currently Grounds has a long list of issues to deal with at present and thus our agendas continue to look lengthy but it was important to keep all up to date with progress or not – in which case this should also be made known and why. It was also considered wise to include as many matters on the agenda so we do not lose sight of the many matters 'in hand'. It is thought wise to consider that updates or briefings be tailored into a tabulated action plan for ease of reference for Members. Full narrative reports can follow if required.

Bell Hill Rec has been subject to some considerable damage following the Firework Night on 7 Nov 15 and likely to need some contract work to repair. This may be delayed due to the onset of winter when re-seeding cannot take place. We are currently awaiting advice from Burleys.

A reminder that there is a Meeting of The People of the Heath (Advisory Panel) on Fri 13 November 2015 (tomorrow) in these Chambers at 0900 hrs.

Finally we do not currently have a Grounds Meeting scheduled for December the next one being Thursday 14 January 2016.

Grounds Report November 2015

This report seeks to inform councillors of matters of interest affecting any of the public open space land which we own or manage. Members are reminded that its contents are not available for debate, but questions can always be asked and we will seek to answer them, however it should be borne in mind that if they involve the need for investigation or would be complex or lengthy, answers will need to be given outside of the meeting. If councillors consider that any matter on the report is in need of debate, the subject can be added to a future meeting's agenda for this purpose.

The Heath

- Carrying out leaf collection and removal from around toilets, play area and all the way up to the oak tree by bollards.
- The millennium walkway will be blown and kept free of leaves.
- The willows surrounding the boardwalk will be cut down.
- Pathway leading to the boardwalk will be cleared and edged back to get back the full width of path.
- Cut back nettles away from millennium walk located near Sussex road car park and the area near to the life buoy.

Love Lane Playing Fields

- Carrying out regular litter picking and bin emptying (every other day).
- Hedges to be cut by tractor and flail.

Penns Farm Playing Fields

- Looking to cut back with tractor and flail all hedges and lower tree limbs removed around the playing field. This is to stop the woodland creeping onto the playing areas.

Bell Hill Recreation Ground

- Collecting and removing of leaves from the play area.
- Cutting of hedges from within the play area.
- Tree limb removal of low lying branches.
- Hope to replace the chestnut fencing leading to the entrance gate of the play area.

General

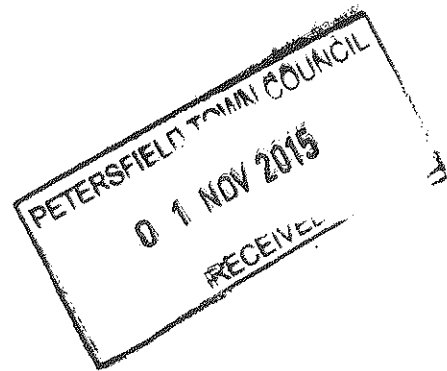
- Hoping to purchase and install planters in front of the oldest house in Petersfield (no.48 near Good Intent).
- Repairing and sorting issues that have arisen on the playground inspection reports.
- Arranging and organising the site for our new equipment and green waste container at the EHDC compound at Penns.

Dugg Budd
Senior Groundsman
12th November 2015



PETERSFIELD RUGBY FOOTBALL CLUB

Mr Neil R Hitch
Town Clerk
Petersfield Town Council
The Town Hall
Heath Rd
Petersfield
Hampshire GU31 4EA



30th October 2015

Dear Mr Hitch,

Proposal For Balcony Extension at Petersfield RFC Clubhouse

Recent years have seen an increase in numbers playing rugby at Petersfield RFC leading to the purchase of additional training equipment. On top of this the facilities at Petersfield RFC are being used more and more for Hampshire representative games and floodlit matches leading to a demand for spectator seating.

Given the above the Club wishes to extend the existing Balcony on the front of the Clubhouse and install 4 tiers of seating (48 seats in total). The extension would match the existing balcony structure in and in doing so provide approx. 20m² of additional storage space under the structure for Pitch Furniture, relieving the pressure on the currently over filled kit room.

Attached is a diagram of the proposed Balcony extension.

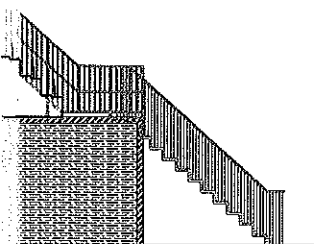
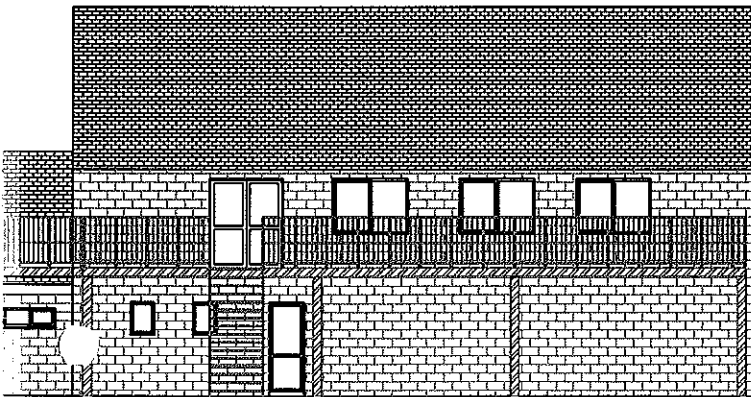
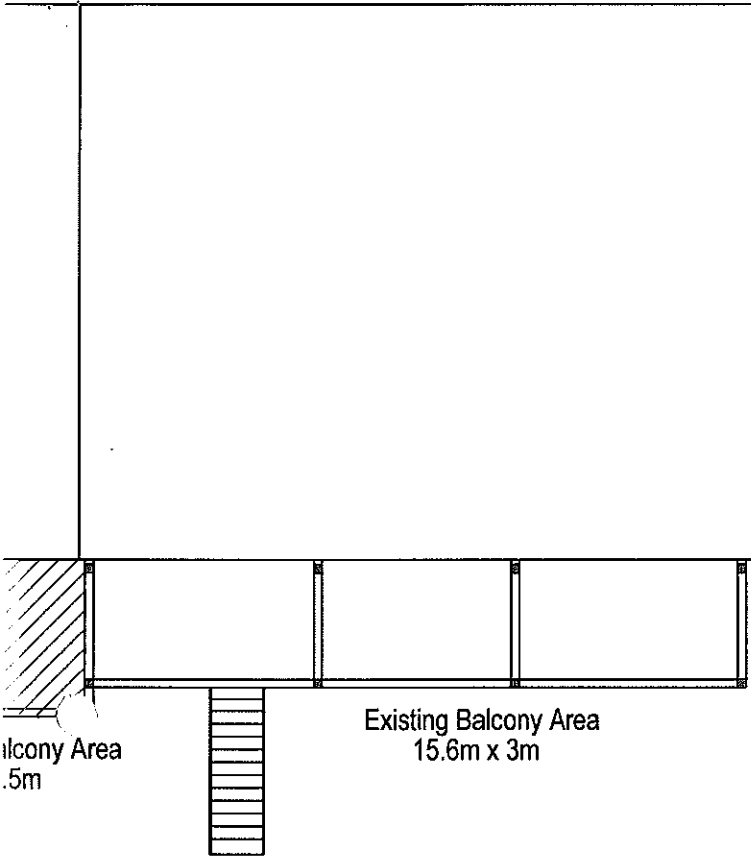
The club has engaged with the SDNP planners for outline discussions and received a positive response.

The purpose of this letter is to seek the permission of Petersfield Town Council to install such a balcony extension, which will deal with the two issues above and provide a further enhanced facility for the people of Petersfield.

If you could please consider this request at the next Grounds and Council meeting and provide a response such that the project can go forward.

APPENDIX D

Notes



Storage Under Balcony
adding to be use on both sides of
structure.

Rev	Date	Amendment	By

Site:
Petersfield Rugby Club – Balcony Seating

Title:
Balcony Seating – Proposed

Client:
Petersfield Rugby Club

Project no: Drawn by: N.L

Date: 29.10.2015 Checked by: S.B

Scale: N.T.S Paper Size: A3



Petersfield Rugby Club
The Clubhouse
Penns Place
Petersfield
GU31 4EP



PETERSFIELD RUGBY FOOTBALL CLUB

I look forward to hearing from you at the earliest opportunity

Yours sincerely

A handwritten signature in black ink, appearing to be 'Stuart Barden', written in a cursive style.

Stuart Barden
Chairman Petersfield RFC

TAYLOR WIMPEY MEETING

12 November 2015

Attendance: Cllr Lesley Farrow, Cllr James Deane, Neil Hitch (Town Clerk), Steve Field (Office Manager), Nigel Phillips (TW) and Chris Hill (TW)

In 2003/4 open space land contained within the Ramshill Estate was offered to EHDC, who in turn offered it to the Town Council, but at that time the offer was declined.

In 2006, Taylor Wimpey agreed a formal contract (Stage 1) with Greenbelt to maintain all public open space land including the playground

Southern Water have continually raised issues with the drainage on the suds basin which is located on the green strip of land near to the Railway Crossing. Whilst this remained an issue for Southern Water for several years it has prevented full adoption of the services on the site, and therefore stage 2 of the contract to hand over full responsibility of the area has not moved forward. It is possible that the drainage issue will be resolved within the next few weeks.

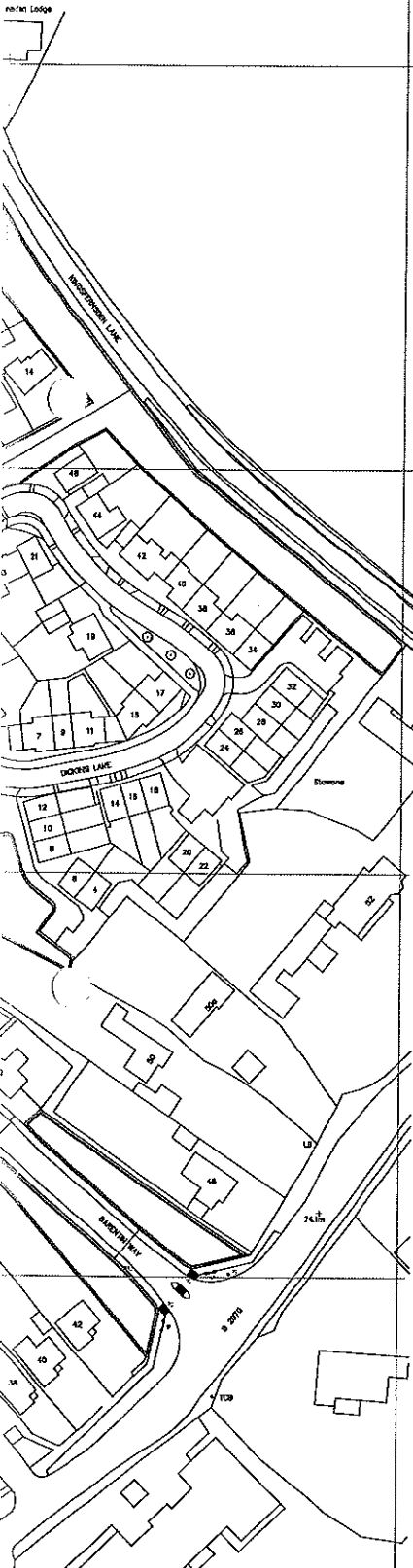
Taylor Wimpey are now keen to end their part of the contract agreement, and believe they may, if the right party such as Petersfield Town Council are showing positive interest, be able to persuade Greenbelt to also 'walk away' from the contract, leaving the new owners to be fully responsible for the maintenance. It is believed that a 6 figure sum of money is available to the new owner.

In addition to this, the play park area has been 'poorly' maintained, although Greenbelt report that the play park equipment is at an acceptable standard.

Town Council Process and requirements:

- A copy of the Greenbelt contract to be provided by TW if possible
- To be raised as an item at the Grounds Meeting 12 November 2015, bearing in mind commercial sensitivity
- To be brought to the Council Meeting if principles are agreed at Grounds Meeting
- Subject to financials and standard of play area equipment or replacements

SF/NH



KEY



SEWER EASEMENTS

REV	DATE	DETAILS	BL
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JOB **RAMSHILL, PETERSFIELD**

TITLE **DRAFT OPEN SPACE TRANSFER**

SCALE	1:1250@A2	DRN TJS	CHKD
		DATE 24-09-15	DATE

<h1>Taylor Wimpey</h1>	Taylor Wimpey West London Stratfield House, Station Road, Hook, Hampshire, RG27 9PQ Telephone 01256 760606 Fax 01256 765884
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DRG.No. **RP/OS** Rev.

Petersfield Town Council
Grounds Committee November 12th 2015

I speak on behalf of the Ramshill Residents Association.

First of all our thanks to the Town Clerk and Cllrs Deane and Noble and the Committee for taking on the future security of Ramshill's Green Spaces and Children's Playground so promptly, and including this urgent issue in your agenda.

Also I wish to publicly thank Jonathan Miller our Taylor Wimpey Director representative. Following strong representations from the RRA only 11 months ago the TW Board commissioned Jonathan to resolve Ramshill's legacy issues once and for all. Jonathan has shown his support for the RRA and is empathic with our objectives.

But there mustn't be any illusions: JM will ultimately make a commercial decision that will meet his board's approval. If the PTC says no to Ramshill, and there is no viable alternative, Greenbelt Group will acquire Ramshill by default, despite the bad publicity this will precipitate for Taylor Wimpey.

We know from experience that the Taylor Wimpey Board are at times subject to conflicting advice from some of their on-site managers so we strongly urge the PTC to ensure Jonathan Miller is involved in all your negotiations. If the PTC say yes to Ramshill we must ensure Jonathan Miller also says yes to his board.

In addition the RRA have hands-on experience working with TW and their local representatives, plus Greenbelt and their failings. And we trust our experience with both organisations will be heard during your deliberations as this may support our case. We therefore ask to be included in negotiations so our voice and experience are shared please?

The RRA know that our residents need Petersfield. We hope Petersfield will conclude they need Ramshill? Better together than apart.

Thank you.

Penns 'B' Project

Action Plan and Update Document

Format of Plan: Actual actions and updates will be in tabulated form supported by written notes at Annexures and Appendices. Annex A details contact information of those involved and general reference documents. Only the tabulated sheet and any comments need be presented as an update with the full plan available for perusal. Eventually it is likely we will use progress reports from a chosen Project Manager.

Ser	Action	Date	Outcome	Next Steps	Target Date	Action By
1	Grounds Proposal	8 Oct 15	Recommended	Recommend to F & GP	19 Oct 15	JD
2	F & GP Approval	19 Oct 15	Approved & recommended	Draft TORs for Working Group and seek approval from full Council	22 Oct 15	JD
3	Full Council	22 Oct 15	Approved	Arrange scoping meeting	12 Nov 15	JD/NH
4	Scoping Meeting	10 Nov 15	Met with EHDC. Notes on Meeting at Appendix 1	Given this outcome await response from EHDC and arrange first full project meeting	30 Jan 16	JD/NH

Annex A to Penns 'B' Plan dated 10 Nov 15

Some Useful Contacts and Project Members:

(As at 10 Nov 15)

Cllr James Deane (PTC): deane2hogg@ntlworld.com

Cllr Paul Strawbridge (PTC): paul@strawbridge.ws

Cllr Nick Orr (PTC and PTJ): nicko22@tiscali.co.uk

Ms Kirsty Cope (EHDC): Kirsty.Cope@easthants.gov.uk

Sacha Nicholas (Hampshire FA): Sacha.Nicholas@HampshireFA.com

Julia Mansi (EHDC Planning Development Management Manager): Julia.Mansi@easthants.gov.uk

Current Reference Documents:

- PTC Terms of Reference for Penns 'B' approved at Full Council on 22 Oct 15 (Item G0378)
- EHDC Leisure Built Facilities Strategy 2012 – 2026 dated June 2012
- A Playing Pitch Study for East Hampshire

Notes from Initial Scoping Meeting

Held in Council Chambers on 10 Nov 15

Present: Cllrs J Deane and P Strawbridge and Ms Kirsty Cope (EHDC Community Facilities Officer)

Aim of Meeting: To scope the Plan and gain advice on best way forward.

Matters Discussed:

- **Support from EHDC.** Likely to get support both on the project and possibly some funding. However support would be advisory and likely to be such persons as Kirsty Cope and Lucy Whittle both from EHDC. Also able to advise on design consultants and contractors. *Comment: Advisable to use established contractors referenced from local government and used to dealing with Councils. Local recent example of such a project is the Sports Area at Green Lane Horndean.*
- **Design/Project Consultants:** Max Associates (The Chestnuts, Bishop's Sutton, Alresford, Hampshire SO24 0AW Tel: 07796 957146) (<http://max-associates.com/>) currently working on similar project at Bordon. Contact is Mark Steward at mark@max-associates.com
- **Vision:** A Sports Field grassed with a changing, hosting facility. Initially thoughts were the field with a separate pavilion. However it was deemed prudent to re-think and perhaps use area near to Taro Centre as all services available. As PTC own the land on which the Taro sits and EHDC own the building we are now suggesting EHDC might enter a joint project partnership of sorts and think about doing something with the Taro Centre to accommodate such facilities as we would need. With EHDC refurbishing Sports Centres at Alton and Bordon/Whitehill and Taro looking 'tired', then this proposal might meet with a driver for EHDC to consider updating Taro.
- **Funding:** It is thought that funding might be sort from a number of agencies:
 - PTC
 - EHDC
 - Sports England
 - Hampshire FA
 - SDNPA (CIL?)
 - Hampshire Playing Fields Association
 - EHDC Cllr Grants?