

PETERSFIELD TOWN COUNCIL

Minutes of a meeting of the Grounds Committee held at the Council Chamber, Town Hall, Petersfield, on Thursday 12th April 2018 at 6.30 pm.

PRESENT: Cllr Mrs L Farrow (Chairman), Cllr J Deane, and Cllr Ms M Vincent

ALSO IN ATTENDANCE: Mr N Hitch (Town Clerk), Mr S Field (Office and Committees Manager), and Mr D Budd (Senior Groundsman). There were no members of the public or press.

G 0868 CHAIRMAN'S COMMENTS

The Chairman welcomed everyone to the penultimate Grounds Meeting of the civic year. During the year the Chairman had pleasure in working with a variety of groups and organisations. Members were asked to consider their support for Petersfield In Bloom this year by encouraging neighbours and the community in their ward to participate.

G 0869 APOLOGIES FOR ABSENCE

Apologies were received from Cllr P Strawbridge and Cllr Mrs V Morgans

G 0870 DISPENSATION UNDER SECTION 33 OF THE LOCALISM ACT (2011)

No requests for dispensation were received.

G 0871 DECLARATIONS OF INTEREST

Cllr J Deane wished to declare an interest in item 10 of the agenda

G 0872 APPROVAL OF MINUTES

RESOLVED that the minutes of the meeting of the Grounds Committee held on 15th March 2018 be received and approved

G 0873 PUBLIC REPRESENTATION

There was no public representation

G 0874 GROUND'S REPORT

Members received and noted the Grounds Report for March 2018 from the Senior Groundsman. (*appendix A*).

The Senior Groundsman wished to alert the committee that all open spaces were currently suffering due to the extreme wet weather that we had experienced over the past few weeks, and once again the Fair had suffered over the Easter weekend due to the wet weather.

There had been a number of places where anti social behaviour had taken place. Love Lane had again suffered with a couple of fence panels being damaged. At Bell Hill a group in their mid teens had been found using the children's play area as a meeting place, and there was also burnt damage to the tunnel in the play area. There had also been a drug deal incident that had been reported at Bell Hill. At the Avenue Pavilion, groups were still using the shelter of the doorway as a place to meet and smoke. Finally, police and search and rescue had visited the Heath looking for a missing person from the Portsmouth area. During the search, another tent had been found in deep thicket near to the Cricket Ground. It was discussed that all areas where this is possible, including the area adjacent to the Festival Hall where a tent has been concealed in the past, should be thinned out. Finally it was noted that the log play feature on the Heath was now at medium risk, and should be dealt with as soon as possible.

G 0875 **PETERSFIELD RUGBY CLUB**

Members received notes from a meeting that had taken place on 29th March 2018 with Petersfield Rugby Club (*appendix B*). It was noted that actions regarding the valuation, and details of the current debt were still outstanding.

Members suggested that the Rugby Club should provide an outline plan of how they see the pitches being laid out.

G 0876 **CCTV**

Members received a detailed report on information to implement CCTV at Love Lane and The Avenue. Members discussed and agreed that signs should go up now, announcing that CCTV was being implemented in these areas, bearing in mind the new General Data Protection Regulations (GDPR) and that Bell Hill should be added to the list of locations. The Town Council had also been advised that the recording equipment should be located somewhere in the Town Hall complex. After some discussion, it was

RESOLVED: **that the CCTV specification provided should be updated to include Bell Hill and local contractors sought for a quote. Developers 106 contributions would be sought to fund this project.**

G 0877 **UPDATE ON RAMSHILL**

Members received the latest update on Ramshill, and wished it to be noted that Cllr R Oppenheimer had worked very hard to find a solution to the Ramshill situation, which it was hoped, would be resolved soon.

G 0878 **PETERSFIELD IN BLOOM**

Members received a verbal update from the Office Manager concerning the progress of this years Petersfield In Bloom. An article had appeared in the Petersfield Post, and application forms, with a 'poppy theme' were now available from the Petersfield Library and Town Hall. Once again, members

were asked to support this event by encouraging members of the public in their ward to participate.

G 0879 **TERMS OF REFERENCE**

Members received and approved the Terms of Reference without any changes.

G 0880 **FRIENDS OF PETERSFIELD HEATH MINUTES FROM MEETING HELD 27TH MARCH 2018**

Members received and noted the Minutes of the Friends of Petersfield Meeting held on 27th March 2018

G 0881 **EAST HAMPSHIRE COMMERCIAL SERVICES LITTER AND DOG FOULING ENFORCEMENT ON PUBLIC OPEN SPACES**

Members received and discussed the notes produced from the meeting that took place on 29th March 2018. (*appendix C*) After some discussion it was

RECOMMENDED: that the 3 points set out as a way forward in the meeting notes dated 29th March 2018 be approved as follows

- **EHCS be authorised to start working on PTC owned land if the Council writes formally requesting them to undertake patrols and on the Heath, Love Lane Recreation Ground, Penns Farm Playing Fields and Bell Hill Recreation Ground. There is no fee for this as it will fall under the current contract EHCS has to work in East Hampshire with EHDC**
- **EHCS will undertake an education programme in schools at the request of PTC and a budget of up to £1000 be approved for this from the Capital Earmarked Reserves Litter Enforcement Budget**
- **EHCS be authorised to carry out ticketing of under 18's during, the summer school holidays**

G 0882 **USE OF PUBLIC OPEN SPACES & POLICY**

Members received an updated version of the Public Open Spaces Policy, and notes from Cllr J Deane. Members discussed and requested that the policy be updated with any notes suggested by Cllr J Deane where they enhance the existing policy. It was

RESOLVED: that the Public Open Spaces policy be revised by the Town Clerk, and re-issued and updated to the website.

Members received a "Use of Public Open Spaces Policy" which was to re-align the many ways that our public open spaces are used by various groups of the community. After some discussion it was

RESOLVED: that the "Use of Public Open Spaces Policy" be approved without amendment.

CONFIDENTIAL

G 0883 RENEWAL LEASE FOR LITTLE SCHOOL ON THE HEATH

Members received a revised lease for the Little School on the Heath. After discussion, it was:

RESOLVED: that the revised lease be approved without amendment

There being no further business, the meeting closed at 7.36 p.m.

Grounds Report

April 2018

APPENDIX A

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

- April maintenance schedule.

Love Lane Playing Fields

- April maintenance schedule.

Penns Farm Playing Fields

- April maintenance schedule.

Bell Hill Recreation Ground

- April maintenance schedule

Paddock Way

- April maintenance schedule.

Woods Meadow

- April maintenance schedule.

General

- Installing new dragons teeth @ Bell Hill Common.
- Installing new bins on Heath

ASB

- Amber for love lane (rubbish)
- GREEN for all other sites.

Dugg Budd
Senior Groundsman
29th March 2018

Notes of meeting with Petersfield Rugby Club

29th March 2018 at 10.00a.m.

In attendance: PTC: Cllr J Matthews, Cllr J Deane, Cllr Mrs L Farrow, Mr N Hitch (Town Clerk)

PRFC: Mr S Barden, Mr G Devlin

The meeting aimed to review the points contained within the MoU dated October 2016 as outlined and summarised below:

1. Penns Farm Development

- PRFC are concerned at the level of use being made of the 2 main pitches now that floodlights are installed and consider there to be a need for a 3rd floodlit pitch
- PTC Grounds Committee permission would be needed for a 3rd floodlit pitch
- PRFC would need a letter from PTC confirming that additional floodlights would be included within the curtilage of their land in order to obtain RFU grant – SB to clarify the precise needs in this respect
- Wider aspirations for the Sports Hub discussed in general terms
- Ground plan provided to PRFC some time ago is not a definitive pitch layout for the future but only an indicative example of what could be done
- NH updated meeting on work done to maintain hedgerows and trim back excessive growth along with the status of the commissioned surveys including having had contact from the Wildlife Police as a result of the work undertaken
- PTC advised it is not now practical to undertake further removal or invasive land works whilst the surveys are being undertaken as that would harm the outcomes from the surveys. PRFC would like the trees removed from the area adjacent to the hedge
- PTC advised there is a due process to follow in dealing with the hedgerow situation and it must be seen to be doing this properly
- PTC also advised of the need to be mindful of public perception in the actions it takes on this matter
- *Agreed that PTC would submit an application seeking change of use of entire Penns Farm land for recreational use during May*
- PRFC asked whether Field B should be ploughed and stone picking commenced. SB to write seeking permission to undertake such work – *subsequent to the meeting it has become evident that some survey sampling is being done in parts of the main field so ploughing should not be done until the surveys are completed.*
- PRFC offered to provide support for the removal of the hedge from local dog walkers which was noted and PTC would advise PRFC what to do and when

2. Old Hockey Pitch

- PRFC agreed to continue to park this issue as stated in the MoU

3. Community Asset Transfer of Clubhouse

- PRFC shared outline plans/ideas that they have to extend the current footprint of the clubhouse
- It was recognised that this is a long term aspiration but needs to be considered within any footprint of land transferred to PRFC under the Community Asset Transfer (CAT)

- PRFC shared a map with the outline of a shaded area they would like to be transferred to the club under CAT which councillors agreed to in principle although PRFC is to formally request this

4. Independent Valuation of Land

- PRFC considered that this was not required at present
- PTC disagreed with the 5 year rent review within the current lease due now
- PTC suggested that a valuation be done with both sides submitting their positions to a valuer to be appointed by RICS and a resultant valuation per hectare/acre could be used to determine future rent too once revised demises were agreed
- PRFC undertook to respond to this suggestion within 1 week

5. Outstanding Monies Owed by the Club

- PRFC said this would be resolved once all other matters within the MoU were resolved/satisfied
- PTC reminded PRFC of the wording of clause 2 in the MoU
- PRFC commented that the wording on the Old Hockey Pitch invoices caused them problems legally and they were aware of similar problems for PTC.
- PTC reminded PRFC that the invoice wording had not been changed since the signing of the MoU
- PTC reminded PRFC that no rent had been paid at all for the Old Hockey Pitch for 2 years which was a situation that couldn't continue and also it wasn't just the Old Hockey Pitch invoices which weren't being paid as all invoices are being paid in part only. PRFC seemed to be unaware of this situation.
- NH would clarify where precise rental shortfalls were being incurred to SB

Notes of meeting with East Hants Commercial Services

Litter Enforcement and Dog Fouling

29th March 2018 at 1.30p.m.

In attendance: PTC: Cllr J Matthews, Mr N Hitch (Town Clerk)
EHDC: Mr C Bradley

The meeting was to explore the potential for PTC to work closer with and in partnership with East Hants Commercial Services to deliver litter enforcement and dog fouling services on PTC's owned land. The discussion can be summarised as follows:

- East Hants Commercial Services (EHCS) are operated as a company which forces them to be commercial in outlook
- EHCS provide a free service in East Hampshire district to deal with litter dropping and dog fouling
- EHCS issue tickets for any offence observed
- It is a 'small margin' business
- A proportion of any penalty notice fees issued are retained by EHCS in order to cover costs
- Breakeven for each member of staff is 5 tickets issued per day
- It was stressed that staff have **no** number incentive per day
- EHCS will take non-payers to court and have an excellent results record
- EHCS will operate flexible hours and occasionally at weekends
- There is an issue with offenders under the age of 18. Their contract with EHDC states they won't issue tickets to people under 18 and will ask for evidence of age if they are uncertain. EHCS has issued tickets to those under 18 during short window periods without any intention of prosecution
- It is recognised that potentially a significant problem area for PTC is those offending under the age of 18
- PTC stated its main problem areas were the Heath, Love Lane (skatepark), Penns Field and Bell Hill

Way Forward:

- EHCS can and will start working on PTC owned land if the Council writes formally requesting them to undertake patrols and on which land. There is no fee for this as it will fall under the current contract EHCS has to work in East Hampshire with EHDC
- EHCS will undertake an education programme in schools at the request of PTC although there would be a modest cost for this. **Council did budget £5,000 towards the cost of litter and dog fouling enforcement so approving – say £1,000 – of this money towards an education programme may be something that members would like to consider**
- EHCS will carry out ticketing of under 18's during, for example, the summer school holidays if members wish

Recommended: that the 3 points above in the 'Way Forward' section be approved.

Neil Hitch
Town Clerk
12th April 2018