

## PETERSFIELD TOWN COUNCIL

A meeting of the Town Development Committee was held at the Council Chamber, Town Hall, Petersfield on 9<sup>th</sup> March 2018 at 3.00 pm.

**PRESENT:** Cllr J Palmer (Chairman), Cllr J Deane, Cllr P Humphries, Cllr P Strawbridge, Cllr R Oppenheimer (Hampshire County Council), Cllr Mrs J Butler (East Hampshire District Council), Mr T Struthers, Mr D Humphries, and Ms L Bevan

Also in attendance: Mr N Hitch (Town Clerk), Mr S Field (Committees Manager). There was 1 member of the public and no one from the press.

**T 0764**      **CHAIRMAN'S REMARKS**

The chairman welcomed everyone to the meeting.

**T 0765**      **APOLOGIES FOR ABSENCE**

Apologies were received from Cllr Mrs L Farrow and Mr R Mocatta (South Downs National Park Authority).

**T 0766**      **GRANTING OF DISPENSATION UNDER SECTION 33 OF THE LOCALISM ACT (2011)**

There were no requests for dispensation.

**T 0767**      **DECLARATIONS OF INTEREST**

There were no declarations of interest.

**T 0768**      **APPROVAL OF MINUTES**

The Town Development Committee minutes of the meeting held on 9<sup>th</sup> February 2018, previously circulated, were approved.

**RESOLVED**                      that the minutes of the Town Development Committee, held on 9<sup>th</sup> February 2018, be approved, subject to T0682 noting that Mr T Linden provided this information and that the information should be included in the Town Spine traffic study

**T 0769**      **PUBLIC PARTICIPATION**

There was no public participation.

**T 0770**      **PETERSFIELD PLANNING GUIDE**

The chairman shared feedback that has been received from Mr T Slaney (*attached as appendix A*)

**RESOLVED**

that the changes suggested by Mr T Slaney be fed back to Troy Planning for inclusion in the Petersfield Planning Guide, along with the previous suggestions of simplifying the document, and that the amended document be presented to the April Town Development meeting

T 0771

**CYCLE ROUTE FROM PETERSFIELD TO MIDHURST**

Members discussed this possible cycle route from Petersfield to Midhurst and felt that this should be led by South Downs National Park Authority. It was suggested that Petersfield Town Council write a letter to express their support and ask how they could assist with this project. It was noted that there were many obstacles along the route such as land owners who may be unwilling to release the land. The Town Clerk enquired whether consideration had been given to the path going through town to reach the countryside. It was also suggested that the cycle route, where possible, could be lined with trees.

**RESOLVED**

that the Town Clerk write to South Down National Park Authority, copying Cllr Mrs K O'Kelly to express our support, asking how Petersfield Town Council may assist

T 0772

**TOURISM**

Cllr Mrs J Butler explained that a brain-storming session had taken place on 22<sup>nd</sup> January (*attached as appendix B*), and that the next meeting was taking place on 19<sup>th</sup> March.

T 0773

**RESOLUTIONS AND ACTIONS FROM PREVIOUS MEETINGS**

The following actions and progress were noted:

Self Build Sites:	"Engage professional team" move to 30 <sup>th</sup> April 2018
Self Build Sites:	"Highways, arboriculture and topographical surveys" move to 30 <sup>th</sup> April 2018
Self Build Sites:	"Infrastructure, design and outline planning" move to 30 April 2018
Planning Guide:	Response from T Slaney - complete
Car Parks:-	"Waiting for costings and details from HCC" Annie & Nicola HCC Trading Services making enquiries
Station Car Park:	Letter written but no response to date
IDP 106 Allocation:	A working party met to discuss the allocation of the South Downs National Park 106 developers contributions and it was:

**RECOMMENDED**

that South Downs National Park 106 developer's contributions be allocated as follows:

	<b>Open Space</b>	<b>Environmental</b>
<b>SE Causeway</b>	95850	39618
Borough Road Play Area	-77045	
Open space - playing fields and children's play area		
Schemes to improve or upgrade man-made or natural environment		
<b>Remaining</b>	<b>18805</b>	<b>39618</b>
<b>Larcombe Road</b>	<b>43082</b>	
Improvement of Paddock Way playing and sports facilities		
<b>Final amount remaining for allocation</b>	<b>66028</b>	<b>62690</b>
<b>Candidates</b>		
CCTV		25000
Implementation of Biodiversity Action Plan (BAP)		20000
Hangars Way Signage	3300	
Town Centre Spine - planting and greening	15000	
Merrits Meadow North		10000
Penns Place Playing Fields - initial works	20000	
Serpents Trail Signage	3300	
Shipwrights Way Signage	3300	
Maintain/update/replace finger posts	10000	2690
Additional Cycle racks in town centre (but not spine)		5000
Tourist Information Automated Kiosk	5000	
Open spaces signage	6128	
<b>Remaining unallocated</b>	<b>0</b>	<b>0</b>

T 0774

**TOP 5 IDP PROJECTS**

**Shared Spaces - Town Spine** - traffic surveys being carried out  
**Station/Lavant Street - Town Spine** - traffic surveys being carried out  
**Car Parks** - Survey of Hylton Road side of Tesco car park being carried out - JB will investigate details of this and report back at the next meeting  
**Cycle Ways** - as above  
**Link to Countryside** - no update  
**Self Build** - see actions

T 0775

WATERWAY ENHANCEMENTS

Members received some notes from a member of the public regarding the maintenance of a waterway area along Swan Street opposite Petersfield Linen Services (*attached as appendix C*). After discussion, it was agreed

**RESOLVED**

that Petersfield Town Council write to the Environmental Agency to request a work schedule for the Swan Street section of the waterway that runs under the railway opposite Petersfield Linen Services.

T 0776

PLANNING APPLICATION REVIEW

Members discussed the latest planning applications and there were no concerns raised. The Town Clerk was asked to deal with a Chairman's Comments that had been recorded in the 30<sup>th</sup> January 2018 Planning Minutes.

Confidential

There were no confidential matters to discuss.

*There being no further business, the meeting closed at 4.25 p.m.*

**Steve Field**

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**From:** Tim Slaney <Tim.Slaney@southdowns.gov.uk>  
**Sent:** 05 March 2018 16:53  
**To:** 'Steve Field'  
**Subject:** RE: Comments request

**Categories:** TDC

Steve,

Further to my earlier email there is a great deal of support for the document. Notwithstanding the need to be proportional there is also a pleasure that the document applies to all potential proposals. The trick will be to ensure all decision takers are aware of this Planning Guide.

My only comments and it may be too late are that against the background of a landscape led local plan which looks at landscape patterns and how areas relate to the geology, geography and topography, there is a wider agenda than 'design' in its narrowest sense. And of course toward the edges of the town what we may not want to see is 'a bundle of materials' that apes the town centre. Rather a new typology that addresses the countryside around and allows development to bleed in is perhaps more necessary.

This is particularly so given the iTree survey. It may be helpful to reference this and how the iTree work relates to development. The question then is where to weave it in. A link could be included to our Local Plan (specifically to relevant policies for Green Infrastructure, dark skies/eco system services/landscape and design) and in due course our Supplementary Planning Document on landscape led design.

Furthermore once our Local Plan is adopted this document can be revised and point more clearly to the landscape-led approach.

Many thanks and good luck.

Tim

Tim Slaney  
Director of Planning  
South Downs National Park Authority

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**From:** Steve Field [<mailto:committee@petersfield-tc.gov.uk>]

**Sent:** 05 March 2018 09:28

**Steve Field**

**From:** Tim Slaney <Tim.Slaney@southdowns.gov.uk>  
**Sent:** 05 March 2018 10:44  
**To:** 'Steve Field'  
**Cc:** Zara Kelleway  
**Subject:** RE: Comments request

**Categories:** TDC

Steve,

I am extremely apologetic the first email appears to have slipped our usually efficient 'net'. I have had a quick look and all seems very sound. Notwithstanding have asked some colleagues to look at asap with an aim to get back to you by close-of play tomorrow as we have detailed points.

At a quick glance may want to watch out for new NPPF due out today. Also whilst the statement advises it is for all development and much of the advice is relevant to all, some such as significant pre-app engagement is more appropriate for significant development or proposals in 'sensitive' areas rather than say single story extension and development. Just a thought but realise none of us want to water down the idea that good landscape led design can apply to all proposals?

Many thanks

Tim  
 Tim Slaney  
 Director of Planning  
 South Downs National Park Authority

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**From:** Steve Field [<mailto:committee@petersfield-tc.gov.uk>]  
**Sent:** 05 March 2018 09:28  
**To:** Tim Slaney <[Tim.Slaney@southdowns.gov.uk](mailto:Tim.Slaney@southdowns.gov.uk)>  
**Subject:** RE: Comments request

Hi Tim

Do you have any comments regarding the Petersfield Planning Guide? If so, these are to be presented to our Town Development Committee on Friday of this week.

## Petersfield Town Development Committee

### Tourism sub-group

On 22<sup>nd</sup> January 2018 two meetings were held with the attendees listed below to discuss how the tourism aspirations of the Petersfield Neighbourhood Plan could be taken forward. This is a summary of the discussions that took place and the resulting actions.

#### Meeting #1

Attendees: Cllr John Palmer (PTC), Steve Field (PTC) and Lucy Whittle (EHDC).

During the first meeting the Tourism chapter of the Neighbourhood Plan was revisited and the aspiration and vision for Tourism in Petersfield was discussed and the following agreed:

**Our Aspiration:** For Petersfield to be the heart of the South Downs National Park

**Our Vision:** A town full of the amenities and services necessary to achieve our aspiration, physically this might include: cycle hire shops, clearly signed walking and cycling routes to the South Downs, improved town centre parking, shuttle buses to tourist attractions, excursions, outdoor supplies shops, improved links and signage to The Heath.

It was agreed that in order to achieve our aspiration and vision we need to understand our current tourism offer in order to identify the gaps and areas required for improvement. We need to identify what data already exists such as:

- How many visitors does Petersfield currently attract?
- Where do visitors come from?
- What do visitors do in Petersfield?
- What would visitors like to do that's not available?
- How long to visitors stay for?
- How do visitors travel to Petersfield?
- What activities/attractions do we offer already?

#### Meeting #2

Attendees: Cllr Julie Butler (EHDC), Dan Grindey (EHDC), Lucy Whittle (EHDC), Cllr Russell Oppenheimer (HCC) and Dom Humphries (Local Business Representative).

The group reflected and agreed with the earlier points made during the first meeting regarding Tourism. Dan Grindey explained that EHDC do hold various data sets about tourism and visitors in East Hampshire and could provide them to the group to help build the picture of tourism in Petersfield currently.

The group had a lengthy discussion around one of the NP aspirations of providing a new hotel in Petersfield, it was felt that until Petersfield was able to offer more overnight accommodation growth in tourism would be limited. The new hotel provision project was ongoing with Cllr Russell Oppenheimer taking the lead, the group felt that this was a long time project and discussed what could be done in the mean time to address this issue. One idea that was suggested was trying to encourage local home

owners to offer overnight accommodation in their spare rooms much like Air BnB. This would potentially open up more overnight accommodation in the Town and potentially increase visitor numbers. If homeowners were aware of the process required to become a B&B and the potential rewards (income, potential funding to help set-up) then they may be more encouraged to do so. The group agreed that once we have established all the facts then we could hold a promotional campaign throughout the town to inform residents of the process and the benefits i.e. leaflet through every door, online campaign, event with advisors from relevant organisations.

The group also discussed the need for improved signage for walking and cycling routes in the Town, this is something that will be looked at again in the next meeting.

**Actions agreed:**

ACTION: DG to send LW data for tourism/visitors trends in Petersfield/East Hampshire

ACTION: LW to establish process and requirements for setting up a B&B, including confirmation of all associated costs (i.e. business rates, council, tax) and restrictions for mortgaged properties.

ACTION: DH to establish average charge per night for overnight stay in Petersfield

ACTION: LW to contact FieldFare regarding funding to incentivise setting up B&B's

ACTION: LW to set next meeting date for end of March, invites to be sent to SDNPA, HCC Tourism and Cllr Glynis Watts



TDC - 9<sup>th</sup> March 2018.

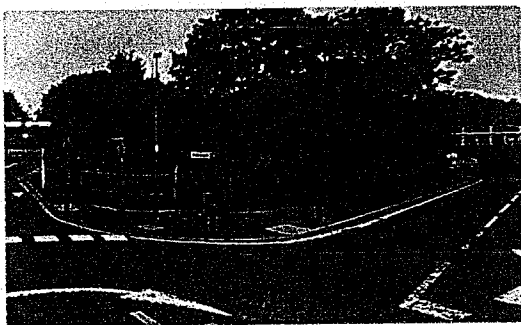
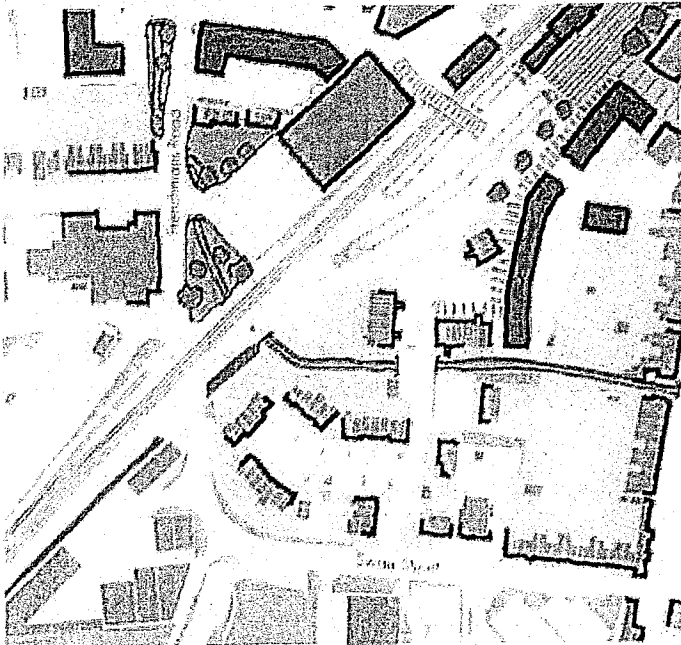
Agenda Item 13

A local resident, Mathew Brett, has enquired about the *Presentation and maintenance of the stream by the Petersfield train station car park entrance.*

"The stream appears unmaintained and is not up to the standard we should expect of a natural feature in a national park. It cannot cost much to maintain the greenery and perhaps install some permanent, time operated uplighters to make this feature attractive. For such an installation and ongoing maintenance schedule, I would be supportive of an appropriate increase in council taxes."

The Natural Environment Objectives in the Petersfield Neighbourhood Plan support waterway enhancements in 'blue corridors' throughout Petersfield.

The area is shown in the Town Centre vision graphic in the PNP and identified as an opportunity for Enhanced Landscaping



How would the TDC approach enhancements to blue corridors and what sort of priorities would such a project attract?