

## PETERSFIELD TOWN COUNCIL

A meeting of the Petersfield Town Council was held at the Town Hall, Petersfield, on 20<sup>th</sup> February 2020 at 6.30 pm

**PRESENT:** Cllr Mrs L Farrow (Town Mayor), Cllr P Bisset, Cllr P Clist, Cllr JC Crissey, Cllr J Deane, Cllr S Dewey, Cllr J Matthews, Cllr J Palmer, Cllr Z Parker, Cllr P Shaw and Cllr G Watkinson.

**Also in attendance:** County Cllr R Mocatta, District Cllrs B Bentley, Mrs J Butler, M Gass and D McKinney, Mr N Hitch (Town Clerk), Mrs S Fisher (Committees Administrator), there were 4 members of the public present and no members of the press.

### **C 0812      TOWN MAYORS COMMENTS**

The Town Mayor welcomed everyone to the meeting and presented two Town Mayor's awards. Marika Kyjowska received an award as a token of the community's appreciation for all of her hard work helping the homeless in Petersfield and Portsmouth as well as running the Christmas lunch at the Community Centre. The Town Mayor thanked her for her incredible hard work and support for such an important cause. The second award was presented to Sheila Barker-Wallis for her tireless fundraising and work for the women's refuge in Havant- she collects and delivers at least two car loads of donations each week to the shelter as well as running the second hand book stall at the Great Oak. Both recipients received a large round of applause and thanks from all of the members present.

*(Cllr G Watkinson arrived at 6.38 p.m.)*

### **C 0813      APOLOGIES FOR ABSENCE**

Apologies for absence were received from Cllr J Lees.

### **C 0814      GRANTING OF DISPENSATION UNDER SECTION 33 OF THE LOCALISM ACT (2011)**

There were no requests for dispensations.

### **C 0815      DECLARATIONS OF INTEREST**

There were no declarations of interest.

### **C 0816      APPROVAL OF MINUTES**

**RESOLVED:** that, subject to the word 'heated' being removed from the first sentence of C0724, the minutes of the Petersfield Town Council meeting held on 23<sup>rd</sup> January 2020 be approved and signed

**C 0816**      **PUBLIC REPRESENTATION**

There were no requests to speak.

**C 0817**      **COUNTY COUNCILLOR'S REPORT**

Members received and noted the report from County Councillor R Oppenheimer (*see Appendix A*) and County Councillor R Mocatta gave a verbal report regarding the planning application for Bulmer House. A meeting for Town Councillors to give feedback on the amended and more detailed plans will be arranged, the Town Clerk will liaise with County Cllr R Mocatta to arrange a suitable date.

**C 0818**      **DISTRICT COUNCILLOR'S REPORT**

Members received a verbal report from District Cllr Mrs J Butler who advised that a meeting will be taking place in the Council Chamber with Chief Inspector Reading on 5<sup>th</sup> March at 6.30p.m. East Hampshire District Council is developing its own Local Cycling and Walking Infrastructure Plan and a public consultation via an online survey is open for submissions until 22<sup>nd</sup> March.

**C 0819**      **TOWN CLERK'S REPORT**

Members received and noted the Town Clerk's Report (*see appendix B*).

**C 0820**      **COMMITTEE REPORTS**

**(a) Planning Committee**

**RESOLVED**      that the Minutes of the Planning Committee held on 28<sup>th</sup> January and 18<sup>th</sup> February 2020 be received

**(b) Town Development Committee**

**RESOLVED**      that the Minutes of the Town Development Committee held on 7<sup>th</sup> February 2020 be received

**(c) Public Halls Committee**

RESOLVED that the Minutes of the Public Halls Committee held on 10<sup>th</sup> February 2020 be received

(d) Grounds Committee

RESOLVED that the Minutes of the Grounds Committee held on 13<sup>th</sup> February 2020 be received

(e) Finance and General Purposes

RESOLVED that the Minutes of the Finance and General Purposes held on 17<sup>th</sup> February 2020 be received

Town Development Committee

T 0750 GOVERNANCE FOR PLACE-MAKING FOR PETERSFIELD

RESOLVED that Cllr P Bisset (with Cllr J Palmer as reserve) be appointed as the Town Council representative to the Place-Making Petersfield Strategy Group

Grounds

G 0781 HARD STANDING FOR NEW GROUNDS MAINTENANCE DEPOT

RESOLVED that Contractor A (CP Kinch Limited) be selected to carry out the groundworks for the hard standing at the new grounds maintenance depot at a cost of £5,775 and that Community Infrastructure Levy funds be used to cover the cost

G 0782 NEW GROUNDS EQUIPMENT

RESOLVED to purchase the TriMax Snake Mower from Contractor B (Hunt Forest Group) at a cost of £16,750 and to purchase the Kubota Tractor L2602 from Contractor C (Lister Wilder Machinery Specialists) at a cost of £28,260 (total cost £45,010); the monies have been set aside in the 2020/21 budget for Capital Equipment purchases

C 0822

**BUDGET AND PRECEPT FOR 2020/21**

Members considered the recommendation from the Finance and General Purposes Committee for the amended budget and precept for 2020/21 (*see Appendix C*) and agreed that all three recommendations were contingent on one another and therefore should be voted on at once.

Cllr JC Crissey requested a recorded vote, it was a unanimous vote in favour.

FOR: Cllrs P Bisset, P Clist, JC Crissey, J Deane, S Dewey, Mrs L Farrow, J Matthews, J Palmer, Ms Z Parker, P Shaw and G Watkinson

**RESOLVED** that the £50,000 for emergency repairs to the Festival Hall is removed from the budget provision for 2020/21

**RECSOLVED** that a specific Festival Hall Maintenance Fund is created which for 2020/2021 will be £165,000 (to take into account the monies already set aside in capital earmarked reserves for Festival Hall requirements). In future years the Festival Hall Maintenance Fund will be £215,000, based on 2.5% of the assumed value of the Festival Hall (£8.6 million), until such time as the Town Council decides otherwise

**RESOLVED** that a Revenue budget of £1,248,535 and Capital budget of £210,000 be approved with a Precept requirement of £849,852 for 2020/2021

C0823

**BURNETTS FUN FAIR**

Members received and considered the application from Burnetts Fun Fair to hold a fair on the Heath on 2 consecutive weekends (10<sup>th</sup> to 13<sup>th</sup> April and 17<sup>th</sup> to 19<sup>th</sup> April) over the Easter holidays and to remain on site for the period in between. The Grounds policy allows for up to 3 fairs per year on the Heath and Members agreed that the fair is an important community event which should be supported. However, members were concerned about the

impact of the fair being on the Heath for such a long period of time and the effect this could have on visitors during a very busy period for the Heath as well as the fact that the pond bank stabilisation works may not have concluded by then. In addition, members were concerned about the supply of water and power to the fair for such a long period of time. The Town Clerk is to write to Burnetts Funfair to outline the concerns.

**RESOLVED:** that in principle the Town Council agrees to Burnetts funfair on the Heath for the weekends of 10<sup>th</sup> to 13<sup>th</sup> April and 17<sup>th</sup> to 19<sup>th</sup> April but, due to concerns, does not agree to the funfair remaining on site for the period in between these dates

**C0824**      **SOUTH DOWNS NATIONAL PARK COMMUNITY FORUM**

Members agreed that it was important that representatives from the Town Councillors attend the meeting on 3<sup>rd</sup> June.

**RESOLVED:** that Cllrs P Shaw and G Watkinson attend the South Downs National Park Community Forum on behalf of the Town Council

**C0825**      **DANIEL DAY LEWIS AWARD**

Members selected the winner by written vote and commended all of the nominees, all of whom will be invited to attend the prize giving at the Annual Meeting of the Town. Members agreed that a set of criteria for selecting the winner should be agreed for future years.

**C0826**      **EAST HAMPSHIRE ASSOCIATION OF PARISH AND TOWN COUNCILS MEETING MINUTES**

Members received the minutes from the meeting on 20<sup>th</sup> November 2019 and it was noted that any Town Councillors could attend the meetings.

**C0827**      **V.E DAY AND V.J DAY COMMEMORATION**

Members received an update on the plans to mark both occasions (*see appendix D*).

**C0828**      **SCHEDULE OF PAYMENTS FOR JANUARY 2020**

Members received the schedule of payments for January 2020 (*see Appendix E*).

**RESOLVED** that the schedule of payments for January 2020 be approved

C 0829 *As there were confidential items to discuss it was*

**RESOLVED** that the public be asked to leave the meeting

**CONFIDENTIAL**

C 0830 Grounds

**GROUNDS DEPOT**

The draft lease for the new depot has been received from East Hampshire District Council and it has been sent to the Town Council's solicitor for approval. Members made some comments and amendments.

**RESOLVED** that the proposed lease from East Hampshire District Council for the new grounds depot is agreed, subject to an amendment regarding security arrangements and that authority is delegated to the Town Clerk to sign the relevant paperwork

*There being no further business the meeting closed at 7.54 p.m.*



# COUNTY COUNCILLOR REPORT TO ALL PARISH COUNCILS IN PETERSFIELD HANGERS

3 FEBRUARY 2020

1. Libraries consultation gets underway

A 10-week public consultation opened on 9 January 2020 asking Hampshire residents for their views on the emerging vision for Hampshire's Libraries to 2025 and the level of need for library services in specific local communities.

As previously reported, at HCC we are facing an anticipated budget shortfall of £80 million by April 2021 and are having to look across all the County Council's services to find savings which can help to bridge this gap as demands for services rise, particularly in social care. The Library Service is required to identify £1.76 million towards the County Council's overall savings target.

There are 10 libraries which have been identified for possible closure, following an elaborate scoring process. None of the 10 libraries identified for closure is in East Hampshire. The alternative to closures is to reduce opening hours everywhere. The proposals in the consultation include options for the community to step in to run independent community-managed libraries.

The consultation is open until Wednesday 18 March 2020. Feedback received will inform decisions to be made by the Executive Member for Recreation and Heritage Cllr Sean Woodward in summer 2020. No decisions will be made on any of these proposals until people have had the opportunity to give their views. To take part in the consultation just visit [www.hants.gov.uk/library-consultation](http://www.hants.gov.uk/library-consultation) or fill in a printed copy from any Hampshire County Council library.

2. HCC Budget news

Care pressures continue to top the list of priorities for the budget. We are determined to continue to provide high-quality care for vulnerable children and the elderly despite substantial financial pressures. At Cabinet on 3 February there will be considered the

following additional budget decisions and indeed it is quite likely that they will be put forward to Council:

- One-off investment of up to £2million to tackle climate change (see below item)
- An extra £2 million each year is being proposed for fixing potholes, together with another £3 million for 2020/21. (This is on top of the £10 million we spend annually on Operation Resilience - our long-term strategy to ensure Hampshire's road network is more resilient to the impact of heavy traffic and worsening winters.)
- A total 3.99% increase in Hampshire County Council's council tax precept for the financial year beginning 1 April 2020 – of which 2% is specifically for adults' social care, in line with Government policy.

The proposed council tax precept for 2020/21 would generate an additional £25 million for delivering County Council services in 2020/21 and would mean that Hampshire is still likely to remain the 2nd lowest council tax of counties in the country.

### 3. Cabinet receives Interim Report on Climate Change Action Plan

Cabinet considered the Interim report on 6 January 2020. The Interim Report was developed following the declaration of a climate emergency on 18 July 2019 and the endorsement of the Hampshire 2050 Commissioners Summary report on 23 September 2019.

Cabinet approved the target of **carbon neutrality by 2050 for the wider Hampshire area** which aligns with national government target. The Cabinet also approved a “resilience target” which is to plan for the impacts of a two degree Celsius rise in temperature. There are three other noteworthy initiatives:

- Establishment of a Salix De-carbonisation Fund of £1million to fund a range of energy saving initiatives on the County Council's corporate built estate. The fund will comprise a £500,000 allocation from the remaining £1.1million of County Council funding identified for energy saving initiatives with match funding of £500,000 from Salix.



- A programme of tree and wildflower planting on highways amenity land, which will be funded by ringfencing 100% of capital receipts from the sale of surplus highways land.
- Revocation of the 2013 Executive Member for Policy and Resources “Wind Policy” which prohibited large wind turbines and wind farm developments on county land. This blanket ban (it is felt) does not support the principles of the climate change strategy. Any decisions on changes to County Council land use will henceforth be subject to the normal approval processes and will be assessed on their own merits.

For anyone who wishes to read it the report is available at this link:

<http://democracy.hants.gov.uk/documents/s42787/Interim%20Progress%20on%20Climate%20Change%20Strategy%20and%20Action%20Plan-2020-01-06-Cabinet.pdf>

#### 4. Dark Skies Festival takes place in February across the National Park

The South Downs National Park was designated as an International Dark Skies Reserve in 2016. Every year we celebrate this with a festival, now in its fourth year.

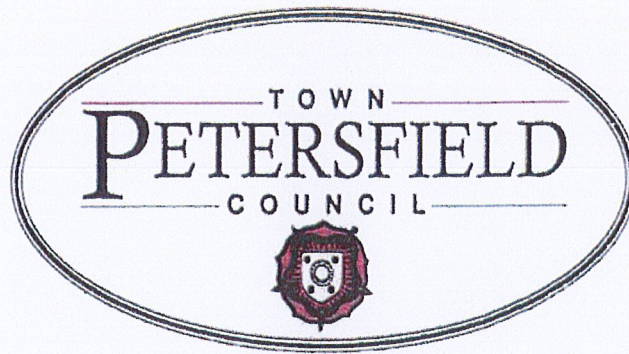
2020 also marks the 10-year anniversary of the South Downs becoming a National Park and throughout the festival we’ll be suggesting 10 actions you can do to protect our night skies.

In East Hampshire our local Stargazing South Downs event takes place at the Petersfield Festival Hall on **Tuesday 18 February between 16.00 and 20.00**. No booking is required and it is a free event. Activities include:

- Indoor planetarium shows
- Virtual Reality Experience of our dark night skies
- Giant ‘sky at night’ colouring wall
- Nocturnal wildlife
- Outdoor stargazing (if the conditions are right)

Unfortunately, I will miss this event as I am taking my children to Paris for half term. I do hope that some of you can attend!

**RUSSELL OPPENHEIMER**  
County Councillor for Petersfield Hangers



## 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:

- ✳ The Rural Services Bulletin from The Rural Services Network
- ✳ Direct Information Service Issue number 954 and 955 issued by The National Association of Local Councils
- ✳ News for Local Councils issued by Hampshire County Council
- ✳ Enewsletter issued by The National Association of Local Councils
- ✳ January 2020 Newsletter issued by the South Downs National Park Authority
- ✳ Enewsletter issued by Community First
- ✳ January Newsletter issued by The Institute of Groundsmanship
- ✳ Minutes of the East Petersfield Community Group's Annual General Meeting held on 29<sup>th</sup> January 2020
- ✳ Petersfield Museum News from the Petersfield Museum
- ✳ Crime Prevention Bulletin January 2020 issued by Hampshire Constabulary
- ✳ February 2020 Newsletter issued by the South Downs National Park Authority
- ✳ Pension Matters Employer Newsletter winter 2019 issued by the Hampshire Pension Fund

### Other Information

- 1 All members need to be aware of their Disclosable Pecuniary 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.
- 2 Members will recall last month that County Councillor Rob Mocatta in his report asked how this Council felt at the possibility of additional bollards being installed in the High Street to try to reduce the damage currently being done to the pavement by vehicles parking there. In addition, members commented on the junction of Swan Street and Chapel Street and the possible need for a bollard near the Nationwide Building Society. The feasibility of this has been investigated by Highways engineers but it has been found that the pavement here is too narrow to be able to install a bollard and enable two pedestrians to pass. The engineers are

concerned that by doing this it would lead to complaints from people using double buggies and possibly other forms of mobility equipment as the pavement would be too narrow for them to use. Members are thanked for the suggestion.

- 3 Correspondence has been received advising that the process for appointing 5 new Secretary of State Members to the South Downs National Park has begun. The link provided to the appointment page is as follows: <https://publicappointments.cabinetoffice.gov.uk/appointment/national-park-authorities-and-area-of-outstanding-natural-beauty-conservation-boards-secretary-of-state-members/>. Anyone interested is encourage to apply and the information has been shared through social media.
- 4 South Downs National Park Authority has advised they are holding a Vineyard Growth Impact Assessment Workshop on Friday 6<sup>th</sup> March 2020 for anyone interested in attending. Members wishing to attend need to have their places booked by 19<sup>th</sup> February so please let me know as a priority if you wish to attend.
- 5 Hampshire County Council has advised that under Operation Resilience various road patching works will be conducted across the county over the next few weeks.

Neil Hitch  
Town Clerk  
13th February 2020

C

Petersfield Town Council									
Financial projections on earmarked reserves to 31 March 2020									
	Accounts	Financial year 2019/20		Final	Financial year 2020/21		Likely		
	Mar-19	Added	Used	Mar-20	Added	Used	Mar-21		
Capital									
Play Equipment Replacement	56,628	10,000	25,000	41,628	10,000	30,000	21,628		
High Meadow Path Restoration	3,150			3,150		3,150	0		
Grounds Depot	75,000	75,000		150,000			150,000		
Grounds Equipment Purchases	0			0	75,000	60,000	15,000		
Fest Hall Hearing Loop Amplifier	1,000			1,000			1,000		
Heath Pond Bank Stabilisation	50,000	1,000	51,000	0			0		
Heath Toilets	40,000			40,000		40,000	0		
Heath Car Park Improvements	0			0	5,000		5,000		
Penns Farm Field 'B'	25,895		10,000	15,895	10,000	20,000	5,895		
Signage on Open Spaces	5,236		695	4,541			4,541		
Visitor Surveys/Management Plans	6,089			6,089			6,089		
Enforcement for Dog/Litter Fouling	5,000			5,000			5,000		
Heath & Causeway Park Fencing/Gate	0	20,000	2,250	17,750		5,000	12,750		
Bell Hill Recreation Ground Path	0			0	0		0		
Town Hall Air Conditioning Units	9,500			9,500			9,500		
Festival Hall - dimmer switch replacem	5,000			5,000			5,000		
Fest/Town Hall Capital Maint/Dvlpmnt F	17,961		10,000	7,961	100,000		107,961		
Tiered Seating & R Rm Chairs re-uphc	10,000			10,000			10,000		
Avenue Pavillion - sound cladding & ch	11,955			11,955		11,955	0		
Town Hall Office Refurbishment	0	30,000		30,000			30,000		
Car Park, Town Entry & Cycle Paths	0	20,000		20,000			20,000		
Town Spine - project mngmt feasibility	29,331	30,000		59,331			59,331		
TDC - Professional Fees Requirments	4,456			4,456			4,456		
TDC - Community Events	8,000			8,000			8,000		
TDC-Town Centre Heritage Scheme	5,000		5,000	0			0		
LCWIP Delivery of Outcomes	0			0	10,000		10,000		
RTI Bus Stop Displays	0			0			0		
Local Authorities Property Fund Interes	64,771		36,000	28,771		28,771	0		
Community Infrastructure Levy Income	9,642	5,492		15,134			15,134		
	<b>443,614</b>	<b>191,492</b>	<b>139,945</b>	<b>495,161</b>	<b>210,000</b>	<b>198,876</b>	<b>506,285</b>		
Revenue									
Bell Hill Common Management Plan	3,000			3,000			3,000		
Millennium path	6,000	3,000		9,000			9,000		
Heath Boardwalk Non-slip Surface	2,500		2,500	0			0		
Avenue Tennis Courts Don Perrin Inc	2,067			2,067	500		2,567		
Love Lane Pump Replacement	4,000		4,000	0			0		
Replacement seats/bins	4,066			4,066		1,366	2,700		
Rotherlands Group	0	2,000		2,000		2,000	0		
Love Lane Wild Area Treatment	3,000			3,000			3,000		
Heritage Notice Boards - Heath	5,000		5,000	0			0		
General Notice Boards	1,116			1,116			1,116		
Goalpost Replacement	8,000	5,000	1,993	11,007		3,000	8,007		
Container	2,000		2,000	0			0		
World War 1 Memorial Trees	8,500			8,500		4,000	4,500		
Avenue Tennis LTA Monies	1,185			1,185			1,185		
Heath Management Plan	0	5,000		5,000		5,000	0		
Dog Bin Replacement	0	5,000		5,000		5,000	0		
Festival Hall floor maintenance	7,270			7,270			7,270		
Suite 2 Air Conditioning Units	6,750	750		7,500	750		8,250		
Moviola Surplus	12,369	2,750	500	14,619	2,750		17,369		
Town Hall Decorate Foyer	3,000			3,000			3,000		
Festival Hall Follow Spot Power	2,000			2,000			2,000		
Festival Hall Stage Door Electronic Ent	2,000			2,000			2,000		
Festival Hall grant finding consultant	0	10,000		10,000		10,000	0		
Town Hall Office & Green Room Carpe	3,929			3,929			3,929		
Heath Road House Kitchen Replacem	5,000		5,000	0			0		
Festival Hall - DMX Network Bars	3,000			3,000			3,000		
Rose Room Grill Bar	3,000			3,000			3,000		
Fest Hall Stage Lift Barrier Changes	2,000			2,000			2,000		
Fest Hall - replace disabled toilets	1,500			1,500		1,500	0		
Replace Green Room Black Chairs	6,500			6,500		3,000	3,500		
Rose Room Garden Works	1,000			1,000		1,000	0		
Bus Shelter Maintenance	10,706		1,000	9,706		750	8,956		
Ramshill Bus Stop Seat	1,477			1,477			1,477		
Causeway Bus Stop Seat	995			995			995		
Christmas Lights	4,733		4,733	0			0		
Lavant Street Project	1,303			1,303			1,303		
Council Notice Boards	2,000			2,000			2,000		
Petersfield Physic Garden Capital Grai	8,000			8,000			8,000		
Police Speed Reduction Project	159			159			159		
Festival Hall Brochures and Marketing	6,500			6,500			6,500		
Council Elections	3,500	3,000		6,500			6,500		
Fest Hall & PTC Web Sites	2,319		1,000	1,319			1,319		
Petersfield in Bloom Grant	328			328		328	0		
Tourism - web sites development	0	10,000		10,000		5,000	5,000		
Community Engagement Events	0	2,500		2,500		1,000	1,500		
Community Events Fund	1,633			1,633			1,633		
	153,405	49,000	27,726	174,679	4,000	42,944	135,735		
	597,019	240,492	167,671	669,840	214,000	241,820	642,020		

Petersfield Town Council		Budget 2020-21, Precept Calculation		Financial Projections - F & GP Version			
Year to 31 March		2018-19	2019-20	2019-20	2020-21	2021-22	2022-23
		<i>Actual</i>	<i>Budget</i>	<i>Outturn</i>	<i>Budget</i>	<i>Projection</i>	<i>Projection</i>
Revenue Expenditure		-1,012,564	-1,081,085	-1,027,050	-1,248,535	-1,285,991	-1,324,571
Capital Expenditure		-3,375,000	-430,000	-350,000	-375,000	-20,000	-25,000
Earmarked Reserves Expenditure		-200,215	-373,822	-233,418	-241,820	-550,000	-668,500
<b>Gross Expenditure</b>		<b>-4,587,779</b>	<b>-1,884,907</b>	<b>-1,610,468</b>	<b>-1,865,355</b>	<b>-1,855,991</b>	<b>-2,018,071</b>
Income from rents, facility hire		441,075	501,968	500,000	500,164	515,169	530,624
Capital Receipts, Grants, Donations towards Capital Expenditure		243,507	100,000	100,000			
<b>Gross Income</b>		<b>684,582</b>	<b>601,968</b>	<b>600,000</b>	<b>500,164</b>	<b>515,169</b>	<b>530,624</b>
One-off receipts		0			0	0	0
Net Budgeted Expenditure to be funded from Precept		-3,903,197	-1,282,939	-1,010,468	-1,365,191	-1,340,822	-1,487,447
Precept: actual raised/projected		589,390	634,522	634,522	849,852	1,263,821	1,296,797
Balance to be funded from reserves etc.		-3,313,807	-648,417	-375,946	-515,339	-77,001	-190,650
Earmarked Reserves (Spent)		218,836	373,822	233,418	241,820	550,000	668,500
Revenue Earmarked Reserves (additions)		-45,740	-4,000	-47,000	-4,000	-4,000	-4,000
Capital Earmarked Reserves (Additions)		-282,248	-185,000	-188,000	-210,000	-500,000	-500,000
Capital Receipts Reserve		3,375,000	430,000	350,000	375,000	20,000	25,000
Capital Receipts Reserve (Additions)		0					
Drawn down on General Fund		-47,959	-33,595	-27,528	-112,519	-11,001	-1,150
General Fund balance beginning of year		410,152	362,193	362,193	334,665	222,146	211,145
<b>General Fund balance at year end</b>		<b>362,193</b>	<b>328,598</b>	<b>334,665</b>	<b>222,146</b>	<b>211,145</b>	<b>209,995</b>
Earmarked reserves at year end		653,125	468,303	654,707	626,887	580,887	416,387
<b>Revenue and Earmarked funds at year end</b>		<b>1,015,318</b>	<b>796,901</b>	<b>989,372</b>	<b>849,033</b>	<b>792,032</b>	<b>626,382</b>
<b>Earmarked Reserves</b>							
Capital		499,719	349,012	480,027	491,151	486,703	359,540
Revenue		151,773	117,658	173,047	134,103	92,551	55,214
Community Events		1,633	1,633	1,633	1,633	1,633	1,633
		653,125	468,303	654,707	626,887	580,887	416,387
<b>Capital Receipts Reserve</b>		<b>854,653</b>	<b>424,653</b>	<b>504,653</b>	<b>129,653</b>	<b>109,653</b>	<b>84,653</b>
<b>Total Allocated Reserves</b>		<b>1,507,778</b>	<b>892,956</b>	<b>1,159,360</b>	<b>756,540</b>	<b>690,540</b>	<b>501,040</b>
	<i>Inflation rate</i>					3.0%	3.0%
	<i>Therefore above prior year</i>					103.0%	103.0%
	<i>Increase in precept</i>			45,132 7.7%	215,330 33.9%	413,969 48.7%	32,976 2.6%
	<i>Increase in net expend</i>			2,892,729 -74.1%	-354,723 35.1%	24,369 -1.8%	-146,625 10.9%
Increase Band D rate payer (at 5682.13)	£		Household	per year	37.40	72.85	5.80
				per month	3.74		
Band D Equivalent Cost	£		111.67		147.60		
	%				32.18		

Summary List of Budgets

	<u>2017/18</u>	<u>2018/19</u>	<u>2019/20</u>	<u>2020/21</u>
4000/01/02 Salary Breakdown	358,557.00	445,924.00	469,918.00	576,445
4003 Child Care Scheme Fees	144.00	144.00	72.00	60
4004 Casual Staff Wages	1,500.00	1,250.00	0.00	0
4005 Town Mayors Civic Allowances	3,750.00	3,750.00	2,900.00	2,900
4006 Travel & Subsistence	1,700.00	1,700.00	1,500.00	1,500
4007 Training & Courses	3,500.00	3,500.00	3,500.00	3,500
4011 Business Rates	23,950.00	23,950.00	23,950.00	23,950
4012 Water & Sewerage	9,630.00	8,145.00	10,645.00	9,320
4013 Rent Payable	2,615.00	2,615.00	2,615.00	5,975
4014 Electricity	14,050.00	13,495.00	14,745.00	16,250
4015 Gas	10,300.00	10,300.00	10,300.00	9,585
4016 Cleaning Materials	4,850.00	4,250.00	5,950.00	5,725
4018 Licences	3,030.00	2,930.00	2,930.00	2,940
4021 Telephone & Internet	4,105.00	5,430.00	4,660.00	5,610
4022 Postage	2,250.00	2,250.00	2,250.00	2,250
4023 Stationery & Printing	6,000.00	5,250.00	10,250.00	8,500
4024 Office Supplies	750.00	1,350.00	1,500.00	1,700
4025 Subscriptions	3,815.00	4,040.00	4,145.00	4,445
4026 Insurance	17,685.00	20,020.00	22,135.00	21,895
4027 IT Expenses	9,365.00	10,565.00	11,800.00	14,380
4028 First Aid/Eye Tests/ Safety	3,180.00	5,130.00	4,680.00	3,930
4032 Recruitment	1,800.00	1,800.00	1,800.00	1,500
4033 Publicity	725.00	975.00	975.00	1,325
4034 Other Advertising	1,450.00	1,450.00	700.00	1,200
4035 Newsletter	7,700.00	7,700.00	7,700.00	7,700
4036 Election Expenses	3,500.00	3,500.00	15,000.00	3,500
4037 Town Memorial Clock	250.00	250.00	250.00	250
4040 Contracted Grounds Maintenance	48,975.00	50,140.00	51,835.00	4,900
4041 Other Grounds Maintenance	36,250.00	31,350.00	54,600.00	63,850
4042 Tree Works	5,000.00	5,500.00	6,000.00	6,500
4043 Petersfield In Bloom	2,000.00	2,000.00	1,500.00	1,500
4044 Litter Collection	7,500.00	12,100.00	7,600.00	10,000
4046 Vehicle (Fuel, Tax etc)			3,000.00	5,750
4049 Grounds Depot			Capital works	
4050 Equipment Repair & Maintenance	21,855.00	24,060.00	26,525.00	25,015
4051 Plant & Equipment Hire	6,750.00	10,250.00	9,250.00	9,950
4052 Equipment Purchases	15,950.00	30,950.00	21,450.00	34,450
4053 Office Equipment Rentals	2,600.00	2,600.00	3,200.00	3,200
4054 Play Equipment Maintenance	11,660.00	11,660.00	11,660.00	14,210
4055 Street Furniture R & R			Capital works	
4056 Property Repairs & Maintenance	38,050.00	44,620.00	23,720.00	94,100
4059 Cinema purchase not for resale			250.00	250
4060 Town Visitor Centre			46,500.00	47,750
4061 Cinema Film Hire Charges	4,000.00	4,000.00	4,000.00	4,000
4062 Cinema Purchases	2,150.00	2,600.00	2,350.00	2,350
4064 Remembrance Parade	2,550.00	12,000.00	1,000.00	1,475
4066 Heath Pond Association Expenses	500.00	500.00	500.00	500
4067 Christmas Lights	22,500.00	24,000.00	24,250.00	23,400
4070 Perennial Grants			32,500.00	34,500
7071 Community Grants			14,000.00	14,000
4072 Capital Grants	50,000.00	110,000.00	50,000.00	50,000
4080 Legal Fees	7,500.00	7,500.00	11,000.00	8,000
4081 Audit Fees	5,510.00	7,060.00	6,800.00	7,200
4083 Consultancy Fees	2,725.00	22,725.00	25,225.00	32,350
4084 Community Engagement & Events	0.00	3,000.00	5,000.00	12,500
4090 Bank Charges	500.00	500.00	500.00	500
<b>TOTAL REVENUE BUDGETS</b>	<b><u>794,676.00</u></b>	<b><u>1,010,778.00</u></b>	<b><u>1,081,085.00</u></b>	<b><u>1,248,535</u></b>
Capital Works	151,500.00	193,500.00	185,000.00	210,000
<b>TOTAL BUDGETED EXPENDITURE</b>	<b><u>946,176.00</u></b>	<b><u>1,204,278.00</u></b>	<b><u>1,266,085.00</u></b>	<b><u>1,458,535</u></b>
Income	293,626.00	326,832.00	501,968.00	500,164

## Petersfield Town Council

### Precept calculation workings

	<u>All general</u> <u>funds</u> £	<u>General</u> <u>fund</u> £	<u>Earmarked</u> <u>reserves</u> £
<b>Projected outturn for 2019/20</b>			
Balances 31 March 2019 as per accounts	1,015,318	362,193	653,125
Year ending 31 March 2020:			
Precept agreed	634,522	634,522	
One-off Receipt	0	0	
Projected outturn, income	600,000	600,000	
Projected outturn, revenue expenditure	-1,027,050	-1,027,050	
Capital Interest Earned			
Earmarked Reserves expenditure	-233,418	-233,418	
Movements on reserves			
Capital projects	0	-46,582	46,582
Projects rolled forward	0	45,000	-45,000
Projected amounts at 31 March 2020	989,372	334,665	654,707

### Pro-forma precept calculation for 2020/21

Projected revenue balances and reserves <b>per worksheet</b> as at 31 March 2020	989,372	334,665	654,707
Budget for the year:			
Income excluding precept	500,164	500,164	
Expenditure	-1,248,535	-1,248,535	
Earmarked Reserves Expenditure	-241,820		-241,820
Movements on reserves			
Capital projects		-210,000	210,000
Revenue Projects			0
JG Tennis		-500	500
Moviola		-2,750	2,750
Suite 2 Air Conditioning		-750	750
Precept requirement	849,852	849,852	
Projected amounts at 31 March 2021	849,033	222,146	626,887



## VE/VJ and Allied Victory Days in Petersfield, Hampshire

### Update for Petersfield Town Council – 20 February 2020

#### 1. Introduction

1.1 Members will be aware of the evolving plans and programme proposals put forward previously. This update reflects where we are and the current issues.

1.2 Planning continues in the background with a number of meetings being held with varying agents and a small Planning Group.

1.2 We will continue to keep members informed. Members requiring the full Action Plan can request a copy.

#### 2. VE Day – 8 May 20

2.1 The Programme is now fairly firmly set:-

- 1430 – 1515 - Road Closure around Square loop
- 1440 – 1455 Short Service of Commemoration
- 1455 - Bugle Call from Tower of St Peters
- 1457 – Lone Piper Plays 'The Battle's Oer' from Tower of St Peters
- 3 pm – Host a Toast in partaking Establishments
- 3 pm – Cream Teas to light music in St Peter's
- 7 pm – St Peters join a National Peal of Church Bells

#### 3. VJ Day – Allied Victory Commemorative Stone

3.1 Again the Plan is firmly set but open to further ideas and flexibility:-

- 1750 - Control of traffic around Town Hall to Car Park in place
- 1800 – Unveiling/Dedication of Commemoration Stone (Inscription proposal as under
- 1815 – March Past by Youth Organisations where available
- 1830 – Mayor hosts Reception in Rose Room

#### 4. Summary

4.1 Work remains in progress. Comments and views welcome (preferably before rather than afterwards)

*Cllrs Mrs Lesley Farrow, John Crissey and James Deane*



*Petersfield*



*Remembers with gratitude and*

*salutes our allies on the 75th Anniversary of the ending of the Second World War in 1945*

*September 2020*

*VE/VJ Anniversary/PTC/Update: 20 Feb 20*



(E)

Current/Savings Bank A/c

List of Payments made between 01/01/2020 and 31/01/2020

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
01/01/2020	Lex Autolease Limited	LXL001	355.50		Grounds truck lease
02/01/2020	Haven Power Ltd	HP	1,386.96		Electric - T Hall & F Hall
02/01/2020	HCY01 Youth Orch S17469 Dep R	017217	250.00		HCY01 Youth Orch S17469 Dep R
03/01/2020	WPS Insurance Brokers & Risk S	WPS/RSA/Ja	1,121.93		CouncilGuard - New Business
06/01/2020	Mrs Laura Tucker	LT/06	393.75		Temporary finance assistant
06/01/2020	Wex Europe Services (uk) Ltd	WEC_a	171.15		Fuel - truck & equipment
09/01/2020	Five Rivers Environmental Cont	FRECL01	13,368.00		Detailed design completion
10/01/2020	Cluson Engineering Ltd	CEL	210.00		Work trousers
10/01/2020	G Burley and Sons Ltd	GBS	4,243.48		Grounds Maint - various
10/01/2020	Travis Perkins Trading Company	TP	141.55		Timber and pegs
10/01/2020	Winchester Garden Machinery	WGM	651.43		Round file
10/01/2020	ACORN OFFICE SUPPLIES	AOS	775.48		Stationery & office supplies
10/01/2020	HAMPSHIRE COUNTY COUNCIL	HCC	100.00		Paddock Way rent
10/01/2020	Trade UK	SFD	19.98		Tile cutter and spacers
10/01/2020	Five Rivers Environmental Cont	FRECL01	6,535.56		Fish survey and report
10/01/2020	J Holmes MHO Dep Rtn S17423	MHO/7423	250.00		J Holmes MHO Dep Rtn S17423
10/01/2020	LU Lion Uni Dep Rtn S17334	LU/7334	250.00		LU Lion Uni Dep Rtn S17334
10/01/2020	S Martin SM003 Dep Rtn S17527	SM003/7527	75.00		S Martin SM003 Dep Rtn S17527
13/01/2020	HMRC PAYE/NI December 2019	PAYE/NI 9	5,865.01		HMRC PAYE/NI December 2019
13/01/2020	Wex Europe Services (uk) Ltd	WEC_b	72.71		Fuel - grounds truck
13/01/2020	LeasePlan UK Ltd	NET	358.62		Grounds truck rental
13/01/2020	Bank Account charges Dec	CHARGES 10	12.93		Bank Account charges Dec
16/01/2020	Cardnet fees and Charges Dec	CARDNET 10	85.81		Cardnet fees and Charges Dec
17/01/2020	A Humphrey Carpentry	AHC	210.00		Skate park & Heath boardwalk
17/01/2020	Microshade Business Consultant	MICRO	976.56		Software hosting & support
17/01/2020	Moviola Ltd	MOV	726.25		Film - Colette
17/01/2020	Elite Playground Inspections	SASP	289.80		Playground inspections
17/01/2020	VoxIT Limited	VOX	120.00		Server support & maintenance
17/01/2020	ACD Environmental Ltd	ACDEL	1,260.00		Ecological Impact assessment
17/01/2020	PHS GROUP PLC	PHS	552.53		Sanitary disposal - Ave Pav
17/01/2020	Travis Perkins Trading Company	TP	35.50		Plumbing supplies
17/01/2020	Dual Energy Direct Ltd - Heath	DEHT/Dec	119.94		Electric - Heath toilets
20/01/2020	Bristol Energy Ltd	BE/Dec	68.90		Electric - Ave Pav
20/01/2020	Wex Europe Services (uk) Ltd	WEC	176.12		Fuel - truck & equipment
20/01/2020	CNG LTD Avenue Pavilion	CNGAP	104.76		Gas - Ave Pav
20/01/2020	Staff Wages January 2020	STAFFWA10	22,343.05		Staff Wages January 2020
20/01/2020	First Data	FD On Acc	25.60		Purchase Ledger DDR Payment
21/01/2020	LGPS Hants Pension January 20	PENSION10	7,384.57		LGPS Hants Pension January 20
21/01/2020	Haven Power Ltd	HP/Dec	1,045.63		Electric - T Hall & F Hall
21/01/2020	Town Mayor's Charity Account	500040	30.00		Mayors Film rec incorrect acc
24/01/2020	Blendworth Tyres Ltd	BTL	9.00		Breakaway cable
24/01/2020	Chinwags Catering Ltd	CCL001	57.12		Pond stabilisation meeting
24/01/2020	HAMPSHIRE COUNTY COUNCIL	HCC	579.19		Janitorial supplies
24/01/2020	MACDONALD OATES SOLICITORSMDO		900.00		Lease of Suite 2 Festival Hall
24/01/2020	Petaprint Ltd	PP	1,825.00		Newsletters
24/01/2020	TM Clothing Ltd/Bibby Factors	TMC	290.40		Grounds logo clothing.
24/01/2020	Winchester Garden Machinery	WGM	152.16		Rigging, saw etc

## List of Payments made between 01/01/2020 and 31/01/2020

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
24/01/2020	Zip Heaters (UK) Ltd t/a Zip W	ZHUL01	104.76		Heating element for Zip boiler
24/01/2020	A Forster AF002 Dep Rtn S17524	AF002/7524	75.00		A Forster AF002 Dep Rtn S17524
24/01/2020	K Willis KW004 Dep Rtn S17513	KW004/7513	150.00		K Willis KW004 Dep Rtn S17513
24/01/2020	D Budd Dep Rtn S17528	DBUDD/7528	75.00		D Budd Dep Rtn S17528
24/01/2020	C Richards Dep Return S17513	CR003/7513	75.00		C Richards Dep Return S17513
24/01/2020	Babyballet KR Dep Rtn S14005	BB/4005	150.00		Babyballet KR Dep Rtn S14005
24/01/2020	Focus Group	FOC/Dec	296.27		Calls & rental charges
24/01/2020	SSE Scot Hydro-Southern Electr	SSESH/Dec	1,311.15		Gas - T Hall & F Hall
27/01/2020	Five Rivers Environmental Cont	017218	240,000.00		Pond - upfront material cost
27/01/2020	Cavendish Communications	CC/Dec	97.15		Mobile charges
27/01/2020	Wex Europe Services (uk) Ltd	WEC	154.56		Fuel - grounds truck
28/01/2020	Eden Springs UK Ltd	ESUKL	24.00		Office water
28/01/2020	Veolia ES (UK) Ltd	OUKL	337.54		Waste removal
31/01/2020	HOOPER SERVICES LIMITED	HOOP	139.87		Vacum cleaner, bags & plug
31/01/2020	Beaver Tool Hire	BTH	54.43		Rotavator hire
31/01/2020	Cluson Engineering Ltd	CEL	285.83		Trousers
31/01/2020	CPC	CPC	300.50		Tablet, case & lightbulb misc
31/01/2020	MJS Fencing Ltd	MJS	420.00		25m x 6ft high fencing
31/01/2020	Regeneration Services Ltd	RSL	245.22		Waste haulage & topsoil
31/01/2020	TDG Marketing Ltd	DIRECT	468.00		Leaflet distribution Feb 2020
31/01/2020	LaddersFree Ltd	LAD	300.00		Window cleaning
31/01/2020	Petaprint Ltd	PP	162.00		Angling Day permit books
31/01/2020	Robin Burleigh	RB	3,200.00		8 days' work x 2 @ Heath
31/01/2020	Winchester Garden Machinery	WGM	293.80		Chainsaw glove & chain
31/01/2020	Mrs Michelle Snow	SNOW	40.00		Sight test
31/01/2020	SUEZ Recycling and Recovery UK	SITA	447.72		Waste removal
31/01/2020	PYT1 Dep Rtn S17509	PYT1/7509	250.00		PYT1 Dep Rtn S17509
<b>Total Payments</b>			<b>325,434.73</b>		