PETERSFIELD TOWN COUNCIL

Minutes of a meeting of the Grounds Committee held at the Council Chamber, Town Hall, Petersfield, on Thursday 13th February 2020 at 6.30 pm.

PRESENT: Cllr P Shaw (Chairman), Cllr P Bisset, Cllr J Deane and Cllr Ms Z Parker.

ALSO IN ATTENDANCE: Cllrs Mrs L Farrow (Town Mayor), Mr N Hitch (Town Clerk), Mr D Budd (Senior Groundsman), Mrs S Fisher (Committee Administrator). There were 3 members of the public present and no members of the press.

G 0768 CHAIRMAN'S COMMENTS

The Chairman welcomed everyone to the Grounds meeting.

G 0769 APOLOGIES FOR ABSENCE

Apologies were received from Cllrs J Matthews and J Lees.

G 0770 DISPENSATION UNDER SECTION 33 OF THE LOCALISM ACT (2011)

No requests for dispensation were received.

G 0771 DECLARATIONS OF INTEREST

There were no declarations of interest.

G 0772 APPROVAL OF MINUTES

RESOLVED **that the minutes of the meeting of the Grounds Committee held on 16th January 2020 be received and approved**

G 0773 PUBLIC REPRESENTATION

There were no requests to speak.

G 0774 PRESENTATION FROM PETERSFIELD RUGBY FOOTBALL CLUB

Two representatives from Petersfield Rugby Football Club gave a presentation regarding the planning application for Penns B and the club's wish to increase rugby playing surfaces at Penns Place in the light of the recent Ecological Assessment and objections on the planning portal (*see appendix A).* The club is proposing to amend its planning application and decrease the number and the positioning of new pitches it is looking to create. This is a compromise which will mean that less of the hazel hedge will be affected and that a tufted grass area will be left for dog walkers to use and for additional planting. Members agreed

that this was a good solution and stressed the need for co-operation between the rugby club and Petersfield Town Juniors Football Club so that the pitches and facilities at Penns Place could ultimately be shared by both clubs. Both clubs offer a great deal of social good for children and young people from the town and surrounding area with large numbers participating in weekly training and matches.

RESOLVED **that the Town Council supports the amended plans from the Petersfield Rugby Football Club for additional rugby pitches at Penns B**

It was noted that the tree survey which has been commissioned by the Town Council for Penns B is still awaited and the Town Clerk will chase this up as the rugby club are keen to start work in the summer period, subject to the appropriate consents being received.

G 0775 **HEATH POND BANK STABILISATION WORKS UPDATE**

Members received the update from 5 Rivers Environmental Contracting regarding the work at the Heath (*see appendix B).* It was commented that, when planting the new reed beds, it was important to take into account a potential drop in the water level of the pond of up to 60 cm.

G 0776 **FISH SURVEY OF THE HEATH POND**

Members received the draft fish survey of the Heath Pond (*see appendix C)* and did not have any comments. The Town Clerk has asked 5 Rivers Environmental Contracting for guidance on new varieties and re-stocking of the fish levels.

G0777 **GROUNDS REPORT**

Members received and noted the Grounds report for February 2020 from the Senior Groundsman (see *appendix D*). The Town Clerk advised that the Cricket Club at the Heath is exploring the installation of CCTV due to recent incidents of anti-social behaviour.

G 0778 **AVENUE TENNIS COURTS**

Members received the report on usage of the tennis courts which seems to be on the increase, members will consider this again next year (*see appendix E*). At least one court requires treatment for moss.

G 0779 **PESTICIDES POLICY**

Members received and considered the Pesticides policy (*see appendix F),* the Town Clerk was thanked for putting such a good policy together. The Town Clerk is to send a copy of the policy to both East Hampshire District Council and Hampshire County Council to alert them to the steps that the Town Council is taking to reduce pesticide use.

RESOLVED: **to approve the introduction of a Pesticides Policy and to review the policy again in a year's time**

G 0780 ALLOTMENT HOLDERS AGREEMENT

Members considered how to encourage allotment holders to stop or reduce their use of pesticides and agreed an amendment to the Allotment Holders Agreement (*see appendix G)* as well as for similar wording to be displayed on the allotment notice board.

RESOLVED: **that the Allotment Holders Agreement be amended to include the following wording: "It is the aim of Petersfield Town Council to stop using pesticides by the phased reduction of their use on Council land. The Council therefore encourages allotment holders' use of pesticides/herbicides to be kept to a minimum or ideally to become pesticide free. Tenants are referred to the Council's Pesticide Policy for further information"**

G 0781 HARD STANDING FOR NEW GROUNDS MAINTENANCE DEPOT

Members considered the quotations for the groundworks (*see appendix H),* as well as a third quote which had been received that day from Contractor C of £13,725. Members agreed to proceed with Contractor A as this was the cheapest quote and they have previously carried out similar work for East Hampshire District Council at the depot.

RECOMMENDED **that Contractor A 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

Members considered the quotations for the purchase of new equipment for the Grounds team (*see appendix I)* in order to carry out grounds maintenance work in-house as well as work for neighbouring parishes. It was noted that despite the initial financial outlay it is anticipated that bringing the work in house will lead to savings and also that income will be generated from the work for other parishes.

RECOMMENDED **to purchase the TriMax Snake Mower from Contractor B at a cost of £16,750 and to purchase the Kubota Tractor L2602**

from Contractor C 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

G 0783 GROUNDS USERS MEETING

Members received the notes from January's Grounds Users meeting (*see appendix J).*

G 0784 UPDATE ON ISSUES RELATING TO THE RAMSHILL ESTATE

The Town Clerk advised that he has continued to chase Taylor Wimpey for progress. There had been some negative feedback from a few residents on the estate in response to some recent hedge cutting, despite the Ramshill Residents Association's support for the work.

G 0785 GROUNDS MAINTENANCE DEPOT

The lease for the new depot is still awaited from East Hampshire District Council (EHDC) despite the Town Clerk chasing this. Agreement was given to the Town Clerk bringing the lease (if it is received in time) to either the Finance and General Purposes or Council meetings for approval in order to avoid further delay.

There were no members of the public remaining in the Council Chamber by this stage of the meeting.

CONFIDENTIAL

G 0786 STAFF MATTERS

There was discussion regarding a number of personnel issues in the Grounds team which the Senior Groundsman and the Town Clerk will continue to monitor.

There being no further business, the meeting closed at 8.06 p.m.

PETERSFIELD RFC
PENNS B UPDATE
FEB 2020

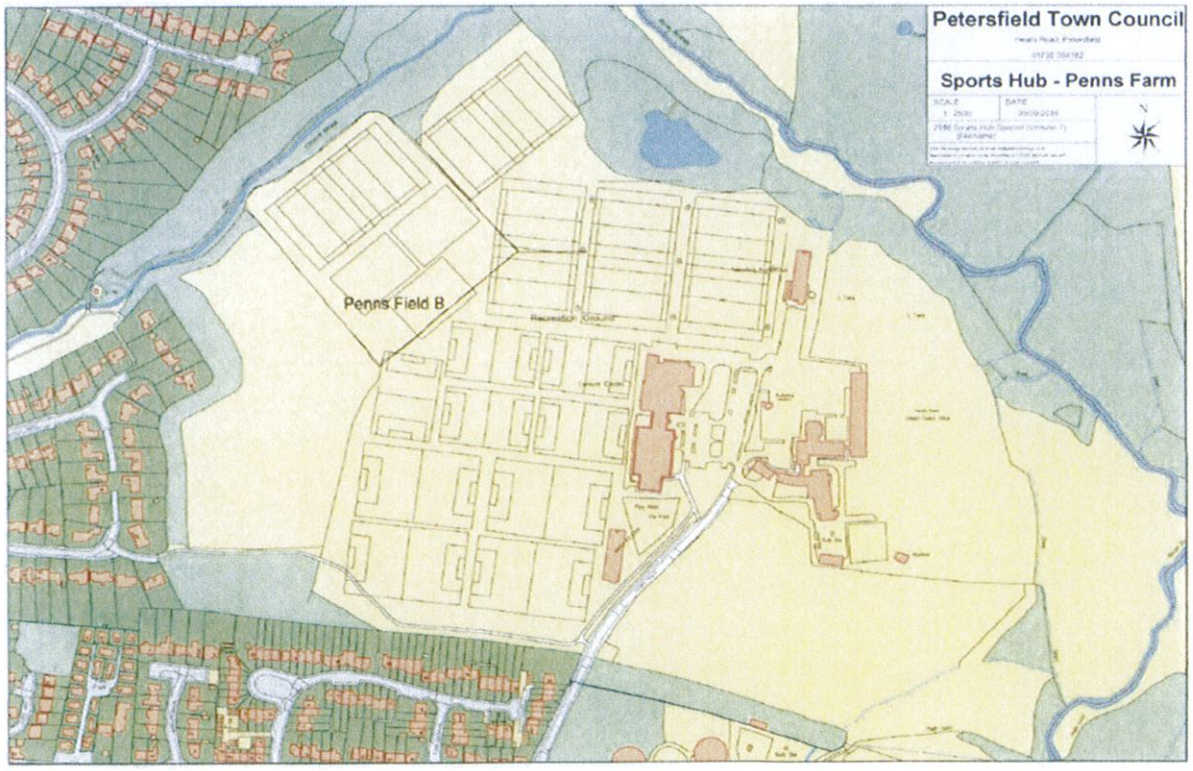
Further to the recent issue of the Penns B, Ecological Impact Assessment (ACD Ref: PRI21477 2.12.19) This presentation is to update Councillors as to the present position with respect to the Penns B Planning Application and proposed way forward.

The Assessment in short – provides a positive outcome to the proposal to remove the Hedge around Penns B and mitigation of the wildlife in the area
Further to this, as a Club Petersfield RFC have assessed the Report and the Objections listed on the Planning Portal and reviewed its position taking them into account.

The requirement is still to increase the rugby playing surfaces at Penns Place given the number of participants within the Club and local community (schools etc.). The number of players is expected to increase further in the next few years as Girls rugby is re-established, so it is essential we develop a plan for now and for the future.

Following a morning of measuring, staking, reviewing the area and proposed requirements the Club would like to propose the following:

1. The current Planning Application is based around the Neighbourhood Plan diagram showing Penns Place as a Sports Hub – as detailed below
   This provided the maximum amount of playing surfaces (1off Full Size Pitch and 3off Mini Training areas) requiring the removal of approx. 270m of Hedge.



2. The proposal now - is to amend this Application to undertake the following works that can be seen as a detailed **Sports Pitch Positioning Plan on Page 4**:
   - The installation of 1off Full Size pitch within Penns B, but with a 5m (instead of 10m) Dead Ball Line
     This will save 10m of playing surface, reducing the overall pitch length enabling the proposed Pitch on Penns B to be turned through 90 degrees to fit onto the existing Field structure.

   - Scrap plans for the 3 Mini Training Areas – and in doing so leave a large section of the field untouched as a tufted grass area – in which additional Planting can be undertaken in line with the Ecological Impact Assessment recommendations for mitigation

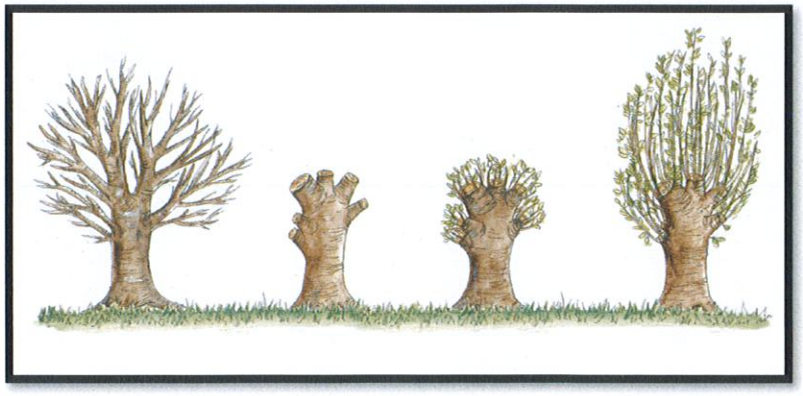
   - Rotate current Pitch 4 as per the Sports Hub Diagram – but again reduce the dead ball area to 5m Dead Ball Line.
     This 10m saving in pitch length change will again enable the Pitch to fit inside the constraints of the existing field area – meaning the hedge does not need to be removed to accommodate it.

   - Instead of removing the 270m of Hedge Line, the proposal now is to remove 140m in 3 sections.
     In reducing the proposed 3rd Pitch on the existing land this will enable us to increase the space between this and Pitch 4's proposed position to line up with RFU Regulations
     In Removing the Hedge line as shown this will open up the area to an additional Floodlit training area required.
     This will leave 130m of hedge untouched.

   These changes the Club believes delivers a sensible compromise on the ecological impact of the changes required whilst providing the much-needed playing surfaces.

3. As part of the proposed works the Club would like to see included:

   Pollarding of the trees within the remaining hedge:
   Pollarding of Oaks that may not obstruct the lighting or playing area would retain the diversity of the "hedge" and provide a managed habitat it is possible that one or more may be Pollarded



Pollarded mature Oak

Create a Hazel Hedge Line

In removing the hazel from the 140m of hedge to be removed it is proposed that this is not disposed of but used to create a 'natural edge' to the proposed Sports Pitch area in Penns B and the remaining tufted grass area.

Allowing access for a tractor to come in and 'top' and maintain the tufted grass area and for dog walkers to move easily between areas, to an agreed height it will provide a clear demarcation of the playing surfaces for ongoing pitch maintenance

The fence can be added to and maintained annually as coppice maintenance is undertaken on the hedge in future years.

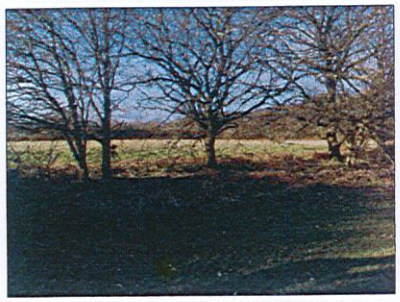


Image A

Image B

Image D

Image C

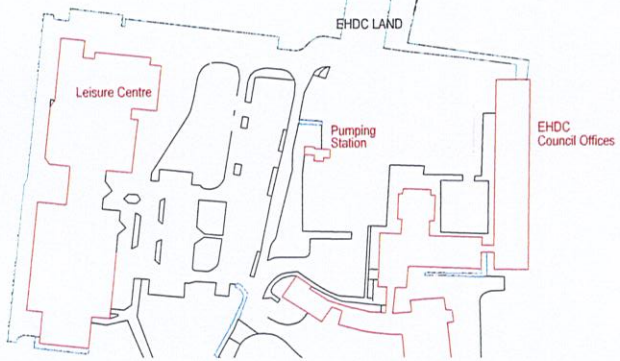
37m

30m

74m

Proposed Hazel laid down as a natural hedge.

Remains tufted grass area as existing incorporating additional planting for mitigation.



1. All new and existing builder work dimensions are critical to the construction process.

2. All drawings are preliminary unless stated differently. Preliminary drawings are not to be built or manufactured from.

3. Drawing dimensions and scales to be checked prior to commencement of any work.

4. All structural work where mentioned on this drawing is subject to a qualified structural and civil engineer calculations before any building work commence.

5. These plans may be subject to Planning and/or Building Regulation approval, or any other statue in law before the commencement of building works.

6. All materials to match existing unless otherwise stated

Rev	Date	Amendment	By

Site:
Petersfield Rugby Club

Title:
Sports Pitch Positioning

Client:
Petersfield Rugby Club

Drawing No:	PRFC-PITC_1	Drawn by:	N.L
Date:	10.02.2020	Checked by:	S.B
Scale:	1:1000	Paper Size:	A1

ESTD · 1927
PETERSFIELD R.F.C. COMMUNITY CLUB

Petersfield Rugby Club
The Clubhouse
Penns Place
Petersfield
GU31 4EP

B

TOWN PETERSFIELD COUNCIL

Heath Pond Enhancement & Bank Restoration

Five Rivers Progress

Programme w/c 20th Jan:

- Welfare and compound has been established with PID security systems in place. The site will be remote guarded over the weekend.
- Rescue boat in place.
- Utilities protected with type 1 and bogmats.
- 1 x islands have been set out with nicospan and posts, ready to install.
- 1 x cell has been installed by the boardwalk.
- Hinged trees by boardwalk and south east side of the pond.
- Started installing 15m of boardwalk subframe.
- 75% of the old boardwalk has been removed.

Programme w/c 27th Jan:

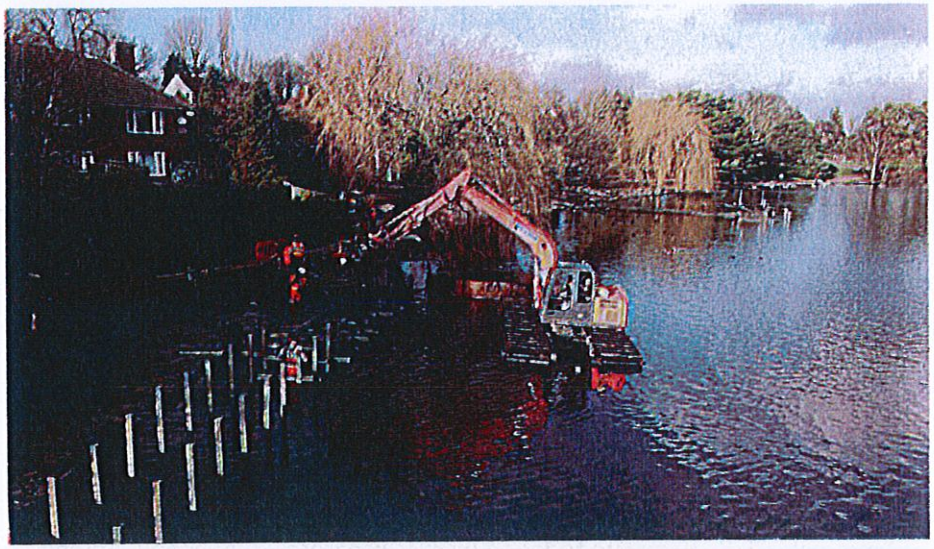
- 1 x island will be completed.
- 15m of boardwalk and section for load bearing test to be competed.
- Tree hinging and large willow felling to be completed.
- 1st site meeting with PTC on 31st Jan at 9:00 – 11am. PTC staff will need a site induction and PPE.
- The old boardwalk has been removed and tarmac path.
- 15m of boardwalk completed with boards on - handrails to go on next week.
- Additional 10m of posts have gone in on the boardwalk.
- Approx. 30m of cell filled behind the boardwalk up to the first bend.
- 200m of nicospan and posts installed.
- The outflow has been notched and the pond has dropped by 250mm.
- WW1 revolver found in the silt - reported to the police and PTC. Police have confiscated it and we are waiting for crime reference number to be text to Aaron.
- Tree work along bank undertaking.
- Hedge thinned to allow better access along footpath by boardwalk.
- 10m of frame on the cladding has been installed.
- Received FlexMSE delivery and 2nd Millboard delivery.
- SK & AMD met with SF & DB on site today to discuss progress – PTC happy. Agreed to widen footpath opposite boardwalk for better pedestrian access using PTC mini digger arriving 14th Feb.
- 4 x 3m triangular section of boardwalk to go in at the entrance using off-cuts to aid wheelchair/ pushchair access from existing footpath.

WW1 Gun found in the dredging materials

Programme w/c 3rd Feb:

- Currently running to schedule.

- Building the boardwalk is the priority.
- Diggers to keep filling cells behind boardwalk.

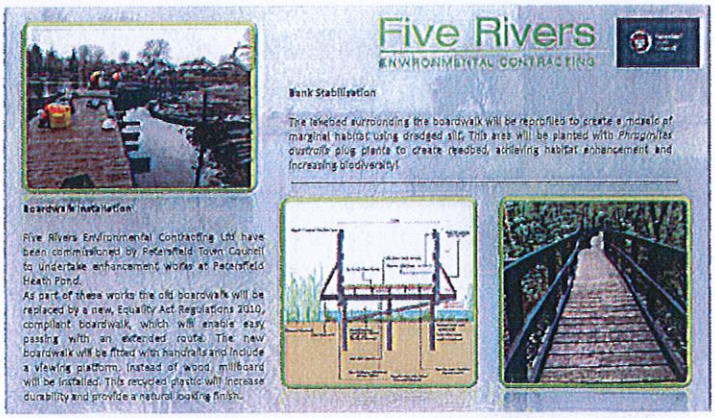


Progress in building the new boardwalk

Birdseye view of the work in progress

Documentation Completed/Received:

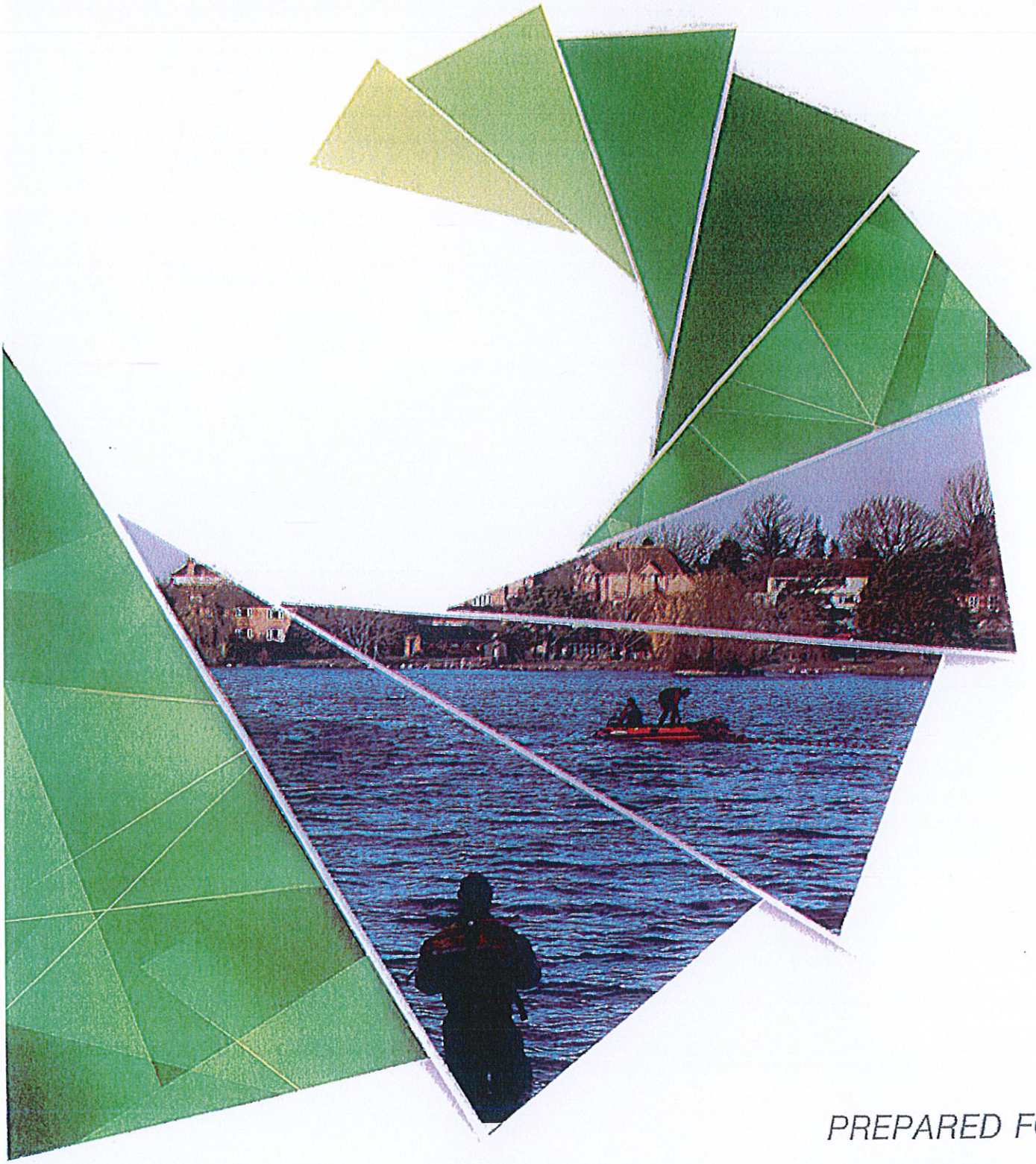
- HCC Ordinary Watercourse Land Drainage Consent
- Contamination Results
- F10 Notification of Construction Project
- Heath Pond Fish Survey Report
- Method Statement
- General Arrangement Plan
- Staff Profiles
- IMS Site Audit Report
- Environmental Policy
- Five Rivers OHSW Policy
- OHAS 18001 Certification
- Achilles Verift B2 Audit Certificate
- Five Rivers Insurance Certificate
- Project Programme



Latest sign put up facing Sussex Road to explain work in the new Boardwalk area

Five Rivers

ENVIRONMENTAL CONTRACTING



PREPARED FOR

TOWN PETERSFIELD COUNCIL

Petersfield Heath Pond
Fish Survey Report

Document Control

Document Title	Heath Pond Fish Survey Report
Status	Draft
Project Code	2086
Client	Petersfield Town Council
Date of Issue	17/01/2020
Author/s	Dave Bartlett
Internal QC	Tom Grayling

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1 Executive Summary

- Five Rivers Environmental Contracting Ltd were commissioned by Petersfield Town Council to undertake a fish population survey at Heath Pond, Petersfield.
- The aim of the survey was to investigate species composition and stocking density of the lake in order to provide recommendations in terms of fishery management.
- Heath Pond suffered a series of fish mortalities leading to a significant incident in 2009 reported to be the result of a suspected blue-green algal bloom. Although there have been no further records of blue-green algal blooms or fish mortalities since 2009, the Council is concerned that Heath Pond may return to a cycle of damaging blue-green algal blooms.
- The fish survey was commissioned prior to a lake enhancement project undertaken by Five Rivers, due to begin in January 2020.
- Fish capture was undertaken using a 100 x 4m seine net, deployed at multiple locations at Heath Pond (SU 75298 22861) on the 12th and 13th December 2019.
- Five fish species were recorded during the survey: carp (common and mirror), common bream, European eel, roach and rudd.
- The catch results show carp dominate in terms of numbers and biomass with 100 caught in total ranging from 1lb 14oz to mid-20lb.
- Recommendations have been made in terms of the long-term management of fish stocks and water quality with the aim of ensuring a self-sustaining, natural fishery with low risk of re-occurrence of large-scale fish mortality events.

2 Introduction

Five Rivers Environmental Contracting Ltd were commissioned by Petersfield Town Council to undertake a fish population survey at Heath Pond, Petersfield. The aim of the survey was to investigate species composition and stocking density of the lake in order to provide recommendations in terms of fishery management.

2.1 Background

Heath Pond is a shallow, mostly tree-lined 9ha lake with a maximum depth of 1.5m. There are Norfolk reed (*Phragmites sp.*) beds on the East bank and South-East corner but otherwise very little emergent or submerged macrophytes (aquatic plants). The lake margins are shallow and slope gently to a central area of deeper water. There is an island towards the North-East bank. The substrate consists of sand and gravel overlaid with silt which is deep in areas such as the South - East and North-West corners.

Anecdotal reports from the council and local anglers suggest that the lake historically supported a significant mixed fishery. However, Heath Pond suffered a series of fish mortalities leading to a significant incident in 2009 reported to be the result of a suspected blue-green algal bloom leading to a dissolved oxygen crash. No formal record is available of the fish lost. The evidence provided suggest that prior to those mortalities, the fishery was dominated by common bream *Abramis brama* and carp *Cyprinus carpio* along with a smaller number of roach *Rutilus rutilus*, rudd *Scardinius erythrophthalmus*, perch *Perca fluviatilus*, pike *Esox lucius*, tench *Tinca tinca* and European eel *Anguilla anguilla.* Anecdotal evidence suggests that a significant biomass of fish was lost (reports suggest fish were taken away in skips).

No formal management of the fishery has occurred since 2009 and little is known regarding the fish species that persist and the density of those populations. Anecdotal reports from anglers suggest that the majority of the fish lost in 2009 were common bream. No legal fish introductions have occurred since the 2009 mortality.

Although there have been no further records of blue-green algal blooms or fish mortalities since 2009, the Council is concerned that Heath Pond may return to a cycle of damaging blue-green algal blooms. Algal blooms tend to be the result of nutrient enrichment (eutrophication) and warm water temperatures resulting in rapid algal growth. Whilst this has a significant impact on diurnal levels of dissolved oxygen, it tends to be the dissolved oxygen crash associated with a sudden algal die back (often as a result of a change in the weather) which results in fish mortalities.

The fish survey was commissioned prior to a lake enhancement project undertaken by Five Rivers, due to begin in January 2020 (see map in Appendix 1). The enhancement scheme aims to:

- re-stabilise areas of failing bank;
- create fish nursery areas;
- plant marginal and emergent macrophytes;
- remove silt from the lake bed to create two new islands; and
- install a new boardwalk, three fishing swims and a bridge to Duck Island

3 Methodology

3.1 Fish Capture

Fish capture was undertaken using a 100 x 4m seine net, deployed at multiple locations at Heath Pond (SU 75298 22861) on the 12th and 13th December 2019. The net consists of a wider 30mm mesh in the wings (each end) and a smaller 15mm mesh in the central bag with a weighted line at the bottom (the lead line) and a floating line (the float line) at the surface. Ropes are fixed to the float lines to add sampling range and aid retrieval. The net was held at one end and set in a semicircle using a boat fitted with an outboard engine and then manually retrieved by a team of six operatives (see Figure 2.1).

Figure 2.1: Retrieving a seine net at Heath Pond

The net was retrieved to the shore until only a small section at the centre of the net (the bag) remained at which point any fish were carefully transferred via hand nets to floating micromesh catch cages for temporary storage. All captured fish were held temporarily in catch cages during sampling to ensure no repeat captures of individual fish.

On completion of sampling the fish were identified to species, measured to fork length (mm) and returned to the lake.

In order to obtain a representative sample of the species present, netting locations covered the majority of the lake habitat with the exception of the very shallow and silted South-East corner and the centre of the lake marked by boat buoys. Netting retrieval locations are provided in Table 2.1.

Table 2.1: Seine net retrieval locations

Seine net	NGR
1	SU 75391 22987
2	SU 75418 22945
3	SU 75439 22855
4	SU 75435 22811
5	SU 75437 22767
6	SU 75309 22707
7	SU 75187 22961
8	SU 75428 22924
9	SU 75200 22745
10	SU 75432 22904
11	SU 75143 22925
12	SU 75092 22853

3.1.1 Data Processing

Fish length measurements were plotted on length-frequency histograms (a graph which shows the number of fish by species within certain size bands) and individual lengths were used to calculate estimated weights using standard Environment Agency length-weight relationships. Fish frequencies and estimated weights were used to produce composition pie charts.

3.2 Water Quality

In situ water quality parameters were measured at the time of survey using a calibrated hand-held YSI Pro-Plus meter. The parameters measured were:

- Dissolved oxygen (% and mgl^{-1})
- Conductivity (μscm^{-1})
- pH
- Temperature (^0C)

3.3 Limitations

The results and recommendations are based on the survey which had limitations in terms of netting locations within the lake. However, the majority of the lake was sampled, and the results are therefore considered to provide an approximate estimate of the species composition and stocking densities.

Electric fishing was considered as a survey method but discounted due to the very shallow lake margins (the method is not effective in deeper, open water).

4 Results

4.1 Fish Survey

Five fish species were recorded during the survey: carp (common and mirror), common bream, European eel, roach and rudd. The catch data are provided in Table 4.1. Length frequency histograms for the most commonly caught species are provided in Figure 4.1. Species and weight composition charts for the catch are presented in Figures 4.2 and 4.3. Photos of notable fish are presented in Figure 4.4.

Table 4.1: Catch data

Species	Frequency	Estimated weight (kg)
Common bream	13	3.911
Common carp	95	425.854
Mirror carp	5	22.994
European eel	1	1.441
Roach	5	0.030
Rudd	1	0.377
Total	**120**	**454.607**

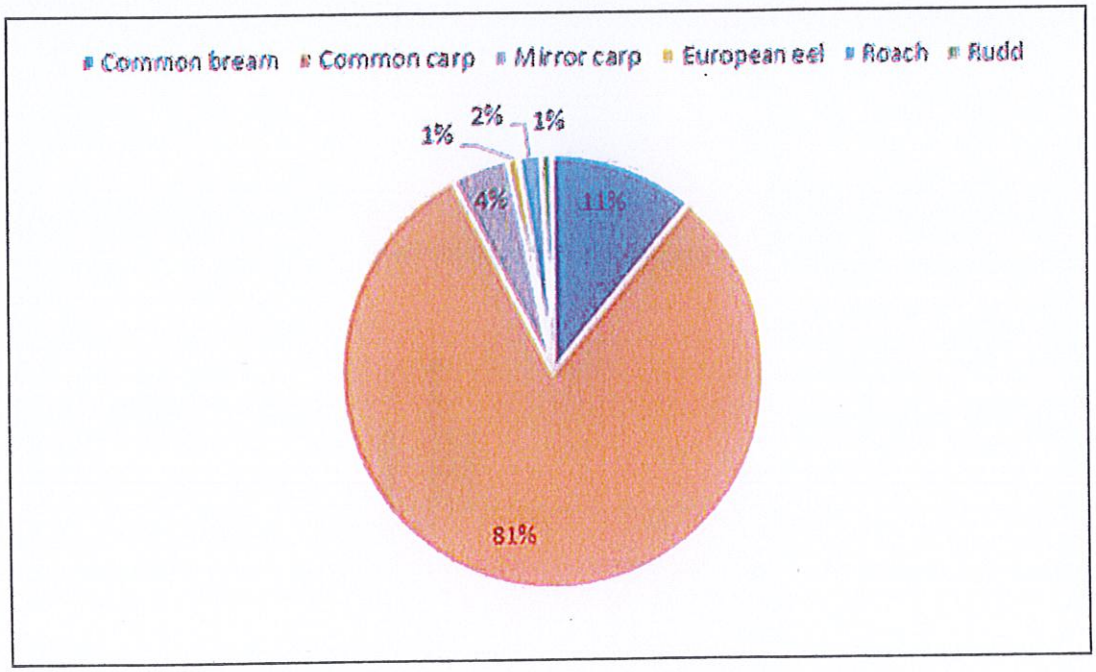


Figure 3.1: Species composition

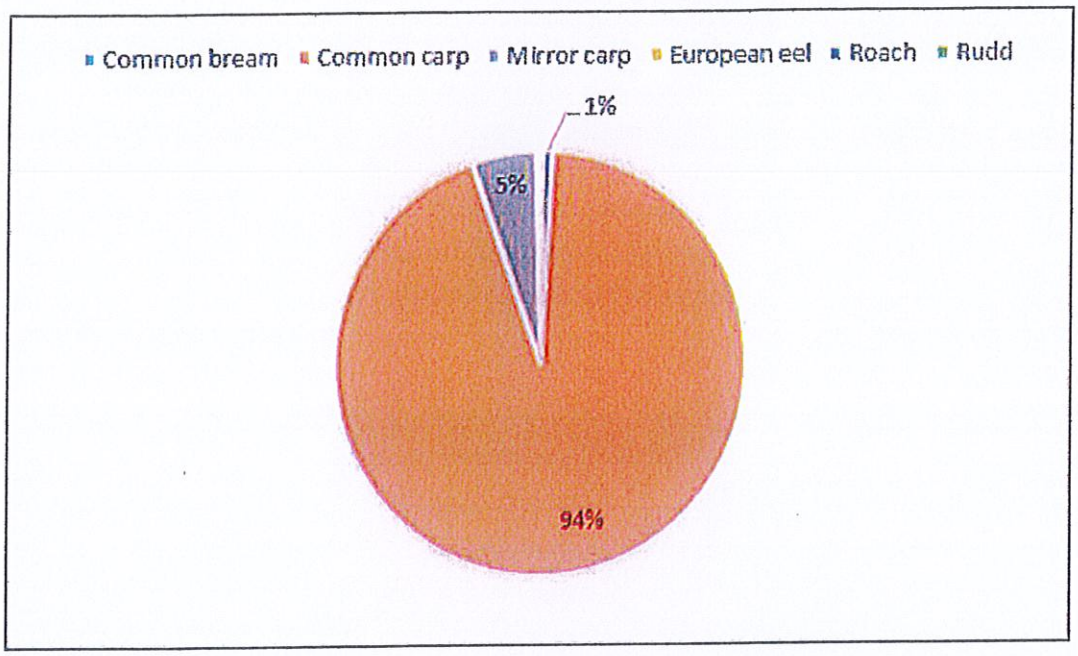
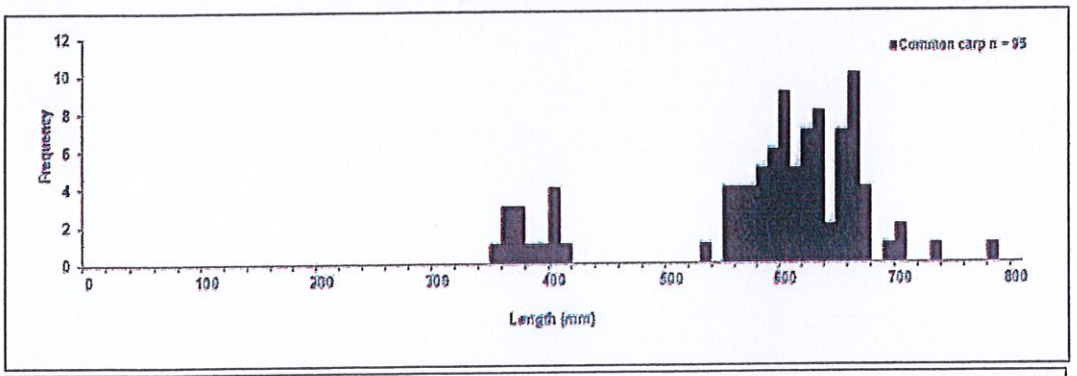
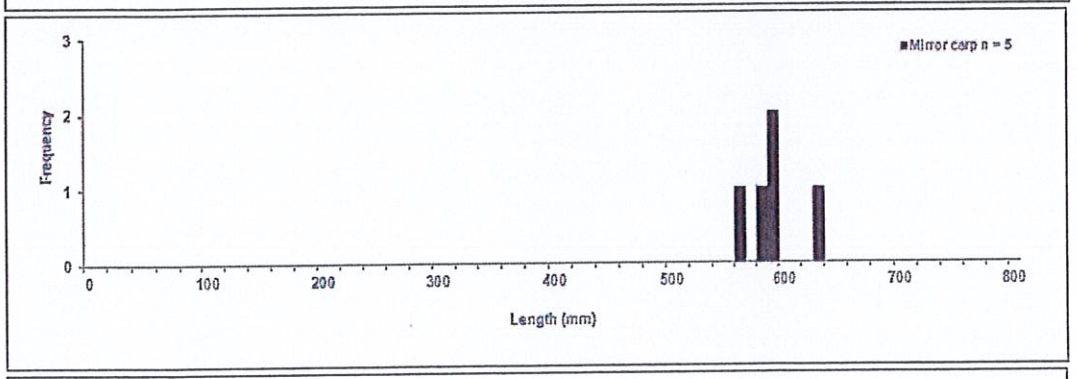


Figure 3.2: Weight composition





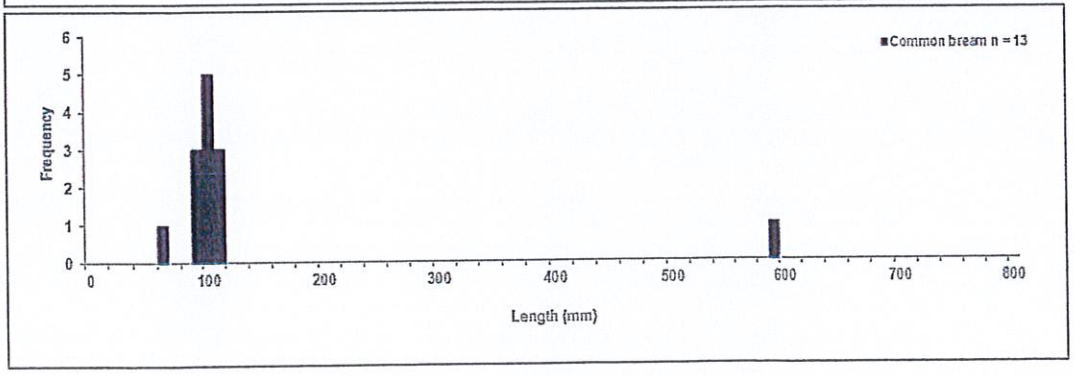


Figure 3.3: Length frequency histograms for carp (common & mirror) and common bream

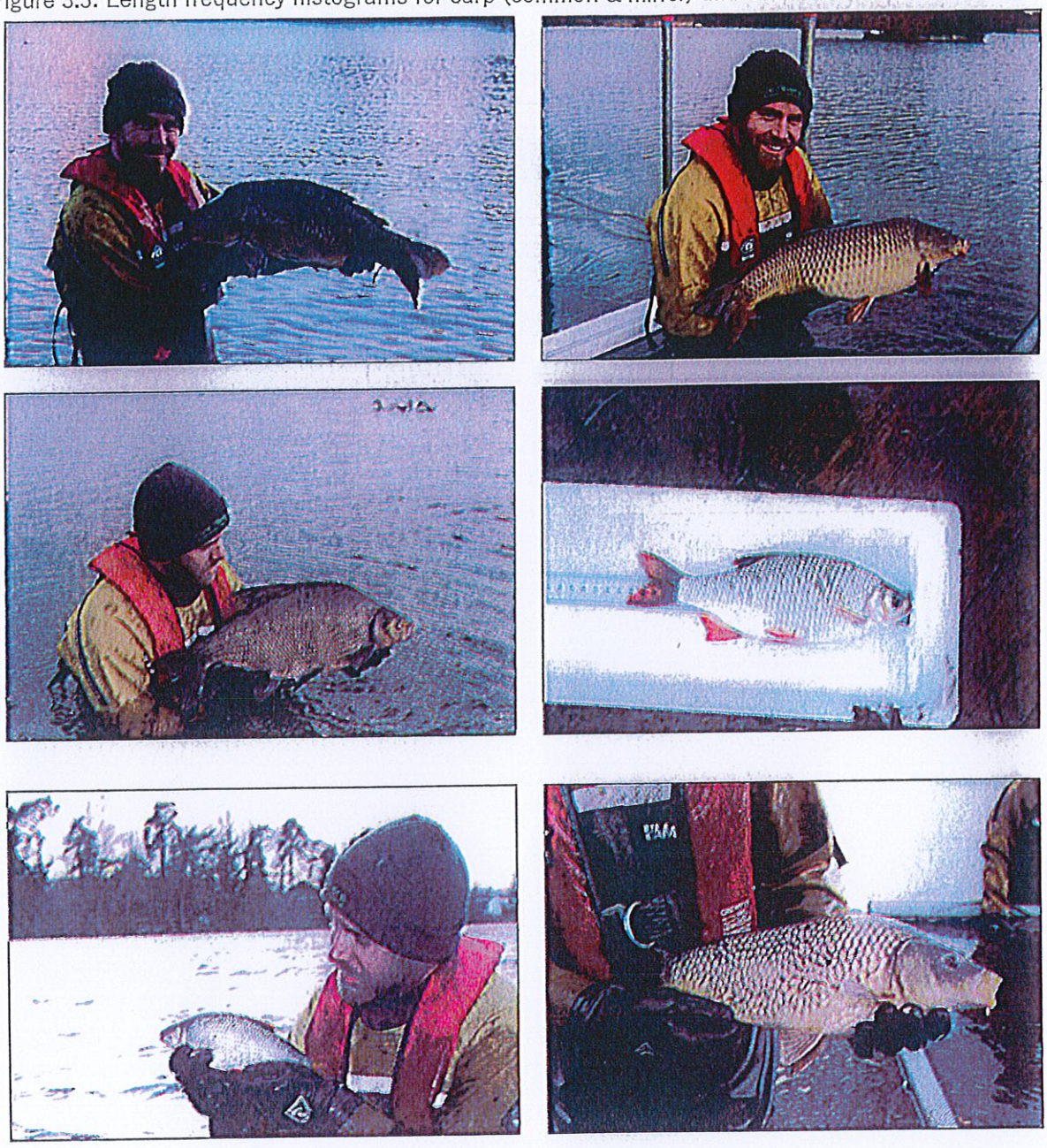


Figure 3.4 Left to right. Top row: mirror carp and large common carp. Middle row: large common bream and large rudd. Bottom row: large roach and juvenile common carp (with interesting scale pattern resulting from a significant historic injury).

4.2 Water Quality

Water quality spot sample data is presented in Table 3.2.

Table 3.2: Water quality results

Parameter	Recorded Value
Dissolved oxygen (DO) (mgl^{-1})	10.12
Dissolved oxygen (DO) (%)	91.3
pH	8.02
Water temperature (°C)	10.4
Conductivity (μcm^{-1})	185.7

5 Discussion

The catch results show carp dominate in terms of numbers and biomass with 100 caught in total ranging from 1lb 14oz to mid-20lb. The length frequency histograms for common carp show a substantial contingent of medium sized carp of 8 - 15lb plus a few individual specimens up to approximately 25lb. In addition, there is a cohort of smaller carp (350 - 420mm in length) of 2 - 5lb which indicates successful in situ spawning from the summer of 2014 or 2015, however, illegal fish introductions cannot be eliminated due to the public nature of the site. The data for carp should be viewed as a minimum estimate; a number of fish were seen to escape the seine nets during retrieval and the results represent a sample of the fish stock rather than the absolute population of the whole lake. It is assumed that a considerably larger carp population is likely to exist in Heath Pond but exact numbers are unknown.

Generally, in a 'natural' mixed fishery we would expect the density to be heavily weighted towards juvenile bream, roach and rudd (silver fish) or perch. It was expected to catch greater numbers of silver fish during the survey but the numbers of these species in the catch was very low. Cool winter water temperatures aggregate shoals of silver fish to deeper water and the deepest area in the centre of the lake was not sampled because of the presence of mooring buoys. However, water temperatures were relatively mild (10 ^{0}C) and fish would be expected to be present in the sampled areas. Common bream and roach show recent successful spawning and adult fish were caught, but the significant population of large bream reported pre-2009 is believed to have declined.

Other common species reported to be present pre-2009 were tench, perch and pike but none were recorded during the survey. Tench are a cryptic species which tend to be under-represented in seine netting samples and the absence of perch and pike may be explained by the fact that these species tend to aggregate with their prey (silver fish) which were not encountered in any numbers. However, if perch or pike are currently present it is likely at low densities. One specimen eel was caught weighing just over 3lb which is likely to have entered the lake as a juvenile via the lake outfall.

The Environment Agency (EA) provide fish stocking density recommendations (see Appendix 2) based on three levels of management of a recreational fishery; natural, improved and intensive. The minimum biomass estimate for Heath Pond is 50.5kg per ha (45.5lb per acre). This compares favourably with the 'natural' stocking density recommended by the EA of 200lb/acre. However, this stock density figure has the potential to be misleading as it only represents the minimum estimate and actual stocking density will therefore be greater. In addition, the carp will continue to grow increasing biomass further. High biomass fisheries face increased risk of disease/virus, poor water quality and poor growth rates; all leading to increased risk of fish mortality. In addition, diversity of other aquatic organisms (invertebrates and macrophytes) is reduced with an impact on the overall ecological value of the waterbody. We have made recommendations below in terms of long-term fish stock management which should be considered with the aim of ensuring a diverse aquatic environment that supports a balanced natural fishery.

Water quality spot sampling data show a combination of low conductivity (expected based on the surrounding acidic sand and peat heathland soils) and relatively alkaline pH; unexpected given the geology. This is of note for future management of the lake as it may suggest nutrient enrichment (eutrophication) is a potential issue and this is a primary factor in the development of algal blooms. It is important to highlight that fish are not the only source of nutrients at Heath Pond; surface water inputs, anglers bait, water fowl and associated feeding are also potential sources of nutrients and eutrophication. Spot sampling provides a snap-shot of water quality only. To completely understand potential changes in water quality, especially in relation to nutrients which cause algal blooms, regular water quality testing is recommended; without this information assessments of water quality and the potential for future algal blooms are merely assumptions.

Grounds Report
February 2020

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

- February maintenance schedule.
- Installation of new sleeper retaining walls around play equipment.

Love Lane Playing Fields

- February maintenance schedule.

Penns Farm Playing Fields

- February maintenance schedule.

Bell Hill Recreation Ground

- February maintenance schedule

Paddock Way

- February maintenance schedule.

Woods Meadow

- February maintenance schedule.

General

- Groundworks for Depot.

ASB

- GREEN for all sites.

Dugg Budd
Senior Groundsman
4th February 2020

GROUNDS

(E)

Avenue Tennis

2 Year Use Comparison

Introduction

You may recall that Petersfield Town Council introduced electronic doors to the two double tennis courts at the Avenue from April 2017, partly to gain knowledge of how many people were using the courts, and partly to consider whether charging could be introduced.

Information

Since April 2017, the Clubspark booking system has enabled us to gain knowledge of use, and a two year comparison (2018 / 2019) has been prepared and attached to this report.

These figures include hours that the time spent by our current official coaching company JG Tennis, where they run a weekly training sessions for over 40 young people during the warmer months.

There is no explanation for dip in June/July 2019 but the overall increase on 2018 represents 225 hours.

The 'Based on Hours per day' represents an approximate daylight playing time which can be adjusted in the Clubspark system. I am aware that in the winter months the sun is low, and can impede vision from the East side of the court from early afternoon as the sun sets.

'Actual Hours' is the actual hours booked by users in that month.

'Max Hours' is calculated by the number of courts (4) x 'Hours per day' x days in month.

Increasing Use

The LTA have introduced a way that members of the public can find available courts in the area, and have sent the following information.

"In Portsmouth last year we introduce a find a court platform called 'LTA Rally' which has been developed on the ClubSpark platform. The idea of LTA Rally is to make it easier for anyone to find and book a court and therefore this year we are looking to offer LTA Rally at any sites with Gated Access, like yourselves at The Avenue Playing Fields.

Click here to view Rally – https://lta-rally.org.uk/

Existing users of the courts can still access the online booking page the usual way, this simply offers another way of finding and booking the courts. Hopefully resulting in more people playing tennis in Petersfield! You don't need to make any changes to your set-up, we can very simply switch on the function to enable LTA Rally and the system will do the rest."

Conclusion – whilst this would be a great idea to increase the use of the courts if we were charging, we may want to consider holding back on this idea for the time being, as wear and tear would also be greater, with no increase in revenue.

Avenue Tennis - Court Usage Comparison 2018 - 2019

Month	Actual Hours 2018	Actual Hours 2019	Max Hours	Based on Hours per day	% Usage 2018	% Usage 2019
January	52	76	868	7	5.99%	8.76%
February	64	96	784	7	8.16%	12.24%
March	82	139	992	8	8.27%	14.01%
April	183	202	960	8	19.06%	21.04%
May	316	373	1116	9	28.32%	33.42%
June	444	307	1200	10	37.00%	25.58%
July	458	544	1364	11	33.58%	39.88%
August	329	431	1364	11	24.12%	31.60%
September	217	243	1240	10	17.50%	19.60%
October	168	155	1080	9	15.56%	14.35%
November	93	63	960	8	9.69%	6.56%
December	60	62	868	7	6.91%	7.14%
Total	2466	2691	12796	Average %	17.85%	19.52%

(F)

C.I.P 3.19

TOWN PETERSFIELD COUNCIL

POLICY FOR COUNCIL USE OF PESTICIDES

IN PETERSFIELD

Approved February 2020
Minute number G0779 refers
Review date: February 2021

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Pesticide Policy - The use of Pesticides for Grounds Maintenance

1. Introduction

i. Petersfield Town Council aims to provide a high standard of grounds maintenance for all of its sites.

ii. These sites include Petersfield Heath, recreation grounds, sports fields, open spaces, play areas, commons, Nature Reserves and allotments.

iii. To achieve these high standards, in the past a heavy reliance has been made on the use of pesticides. This included herbicides, fungicides, and insecticides, collectively known as "pesticides".

iv. With the ever-increasing awareness of the environmental and undesirable effects of pesticides, both to the staff concerned with applying them, the general public and the environment as a whole, alternative methods are being identified and researched at all times, and strict controls are being made by the Council on those pesticides that are still being applied to our sites.

v. It is the aim of the Council to stop using pesticides, by a phased reduction of use on its land, although at present it may not always be possible to cut out the use of pesticide control altogether. The amount of pesticide used in parks, recreation grounds and open spaces within the town's sites is already very limited, and chemicals used are considered, with our current knowledge, as those that will have least effect on the environment.

vi. This policy for the use of pesticides identifies how we propose to reduce, monitor and control the use of pesticides, using alternative methods wherever possible.

vii. This policy relates to pesticides used in Petersfield Town Council owned parks and open spaces, but does not include land owned and maintained by East Hampshire District Council and Hampshire County Council. However, wherever possible we will encourage pesticide free / reduced pesticide use across the town.

2. Why do we still use pesticides at all?

i. Although every effort will be made to use non-chemical control, there will still be some areas where alternative methods are not currently available or effective. Wherever this is the case, integrated control will be practised wherever possible, i.e., a combination of cultural and pesticide use, to resolve a problem with the least effect on the environment.

ii. One of the main areas where pesticides will still be used will be for maintaining fine turf areas such as sports pitches. These areas are maintained to a high standard to allow the games to be played to a good standard. However, this use will be minimised and alternative methods used as a first choice where possible.

iii. The use of lumbricides (worm killer) will not be approved at any of our sites, due to its detrimental effect on the environment, unless future "environmentally friendly" control methods are developed.

iv. The use of pesticides will be permitted for the control of tree stump regrowth to restore and maintain valuable ecological grassland habitats and to stop the spread of invasive non-native trees. This will usually be in the form of pesticide plugs inserted into the stump. This may also be carried out for poisoning stumps following scrub clearance and for areas where stump grinding is not viable.

v. Fungicides, to prevent and remove fungal attacks on grass, will be permitted due to necessity. However, grounds maintenance improvements such as increased aeration/ brushing have and will continue to be increased in our grounds maintenance activities to reduce the occurrence of fungal attack and therefore reduce the need for fungicide application.

vi. Selective herbicides will be permitted for use on fine turf and sports pitches to control broadleaf weeds. Selective weed killing will only take place where there is weed growth affecting the use of the area for sports, and will not be applied when there is not a weed problem. However hand weeding where possible will always be encouraged.

vii. The maintenance of hard surfaces such as paths, garage blocks, highway weeds etc, on a large scale, may still require the use of herbicide where other methods cannot be used. However, when this operation is carried out, weeds will be individually targeted (reduced – volume spraying) by the applicator, therefore considerably reducing the amount of herbicide used, and preventing any excess herbicide being lost into the environment.

viii. The use of gas pellets and other pesticides to control moles on sports pitches has not been used for a considerable period of time. Alternative mechanical traps will be used where control is **absolutely** essential for Health and Safety of sports users.

ix. The only other occasion where pesticides will be applied is for one-off tasks. This may include where there is a particular weed problem with a shrub bed, where an area of land has to be cleared of perennial weeds for a particular purpose, or where an invasive weed, such as Japanese Knotweed, Parrots Feather, Giant Hogweed, Hemlock Water Dropwort etc has to be controlled.

On all these occasions, a pesticide will only be used if no alternative non pesticide option is suitable.

3. Environmental Considerations

i. The use of pesticides can have a devastating effect on our environment and its biodiversity.

ii. When used on hard surfaces, such as pavements, there is a possibility of run off or residues which can contaminate water courses and contaminate aquatic wildlife. They may kill plants which are beneficial and relied upon by birds, insects and other wildlife.

iii. When used on soft surfaces, such as vegetation or grass swards, there is a possibility of spray drift and contamination of adjacent areas.

iv. Many pesticides are highly persistent, meaning that they stay around in the soil for a long time, raising the likelihood that they could enter watercourses or aquifers.

v. Due to large scale habitat loss in the countryside, and large scale pesticide use in agriculture, wildlife such as birds, insects and bees are seeking refuge in our towns. This makes it very important that within our areas, we create safe, pesticide reduced, or ideally free, areas.

4. Alternatives to Pesticide use

i. Non chemical methods of pest / vegetation control will be used as a first choice wherever possible. The number of alternatives are currently limited, however with a growing trend towards reduced pesticide use, and with current concerns over the use of Glyphosate based products, it is likely that the number of alternatives will increase significantly in the future.

ii. A selection of alternative control methods is shown below:

Method	**Use**	**Advantages**	**Disadvantages**
Hot Foam	Weeds in hard surfaces Moss on hard surfaces and play area safety surfacing, Grass growth around trees, non chemical graffiti removal.	Foam holds hot water against plant. Pesticide free. Can be used in all weather. Kills 95% of targeted weeds.	New technology – needs refinement. Expensive to purchase Additional cost of plant oil extract, diesel consumption and pollution.
Hot Water / Steam	Weeds in hard surfaces, play area surfacing, non chemical graffiti removal.	Lower initial purchase cost.	Requires more treatments as heat is not held onto the plant. Diesel consumption and pollution.
Propane / Flame gun	Weeds on hard surfaces	Relatively cheap to purchase	Health and Safety Risks. Not particularly effective.
Manual Weeding	Weeds in general	Very effective if done well. Low set up costs (excluding labour).	Very time consuming. Requires large amount of labour

			which adds to the cost.
Mulching – bark and or membrane.	Weed control within shrub borders, under trees etc.	Improves appearance of the site and retains moisture in the soil to aid plant growth.	Can be labour intensive. May be expensive depending on supply of material.
Mowing and hand pulling	Undesirable weeds in sensitive natural habitats and on farmland	No licence required and no damage to the environment	Can be labour intensive to carry out and expensive for disposal of specific species
Nematodes	Control of pests such as slugs.	Can be very effective. Does not have the negative visual effect of slug pellets or potential harmful effect on wildlife.	Can be expensive.
Intensive grazing	Undesirable weeds in sensitive natural habitats and on farmland	Wildlife friendly with sufficient control	Not suitable for all ground conditions and can damage sensitive soils.
Vinegar based solutions	Weeds in hard surfaces	No licence required for application.	Has been trialled, but has not been effective. Strong smell, can give operator headache.

5. Pesticide Free Parks

i. The reasons for wishing to go pesticide free are numerous, but include:

a. Contamination of local water supplies

b. The potential impact of pesticides on human health, the environment, biodiversity and bee populations

c. Public concern

ii. The aim of creating pesticide free parks is to create areas which are safe for children, adults and wildlife. These parks will be sign posted as "Pesticide Free" so that everyone knows that they can use the parks safely. When weed or pest control is needed, only environmentally friendly solutions will be used.

As these parks will become safe havens for wildlife, wherever possible we will also promote the creation of wildlife friendly habitats and pollinator plants.

6. What pesticides will we use

i. We will continuously review the pesticides that we have to still use, taking into account trade literature reports and advisory reports from various bodies such as the Health and Safety Executive.

ii. We will refer to and use information provided by the Pesticides Action Network (PAN) and the e UK Pesticide Guide.

iii. Instances where the use of a pesticide *may* still be required after non chemical methods have been found to be unsuitable will include:

Control of weeds such as Knotweed, Hemlock Water dropWort, and Hogweed
Control of weeds where no other solution currently exists i.e. sports turf weeds
Control of weeds inaccessible by other solutions
Control of hazardous pests such as Brown tail moth caterpillar
Control of weed growth on highways and some housing areas.

7. Glyphosate

i. There is currently particular concern regarding Glyphosate weed killers, which are widely used on hard surfaces and to clear vegetative sites.

ii. In April 2015, the International Agency for Research on Cancer, part of the World Health Organisation, concluded that Glyphosate based weed killer was "probably carcinogenic to humans". Other studies have linked glyphosate to birth defects and a rise in antibiotic resistance.

iii. Glyphosate is a broad spectrum (non selective) weed killer that is an organophosphorus compound. It is supplied in many different forms, usually with other chemicals, such as spreaders, drift reducers, wetting agents etc added.

iv. Glyphosate is absorbed through the plants leaf's, and is absorbed into plant roots.

v. All products containing Glyphosate have to be registered and approved by the European Pesticides Commission.

vi. Glyphosate was re-registered and approved in June 2016, but for a limited period of 18 months (until the end of 2017). It has since had a further 5 year extension.

vii. By removing vegetation so effectively, the herbicide indirectly affects biodiversity through changes to ecosystems and food sources. Where Glyphosate, and other pesticides, are used, there are fewer food sources for insects, birds and animals in the urban environment.

viii. As part of this approval extension, the Commission also presented some recommendations to be considered by member states. One of these recommendations was to"*minimise the use of the substance (glyphosate) in public parks, public playgrounds and gardens"*

ix. The Pesticide Action Network (PAN) UK have a "precautionary principle" that states that *"When an activity raises threats of harm to human health or the environment, precautionary measures should be taken even if some of the cause and effect relationships are not fully established scientifically"*. In other words, although some evidence against the use of pesticides appears inconclusive, it is far better to work towards using less or ideally no pesticides.

x. In August 2018, a land mark case in the USA agreed with a groundsman's claim that his rare form of cancer was caused by exposure to a glyphosate based weed killer, and the company was fined a significant sum of money. This may well lead to future claims, and potentially, an increased effort in finding more environmentally friendly products to market.

8. How will we limit the effects of the pesticides that we do have to use

i. When approving and applying pesticides, we will:

- Use a method that uses/applies the least amount of chemical, i.e. CDA(Controlled droplet application), weed wipes, targeted spraying.
- Use the most efficient method of application.
- Where possible, not apply a blanket cover of chemical.
- Ensure that spare pesticides/containers are disposed of safely in an approved manner.
- Ensure that spray equipment is washed out in a safe manner according to the approved method, to safeguard the environment.
- Ensure that the application method is approved for the product used.
- NOT use any pesticides in children's play areas unless there is no other suitable means of action or pesticide free parks.
- Ensure that all pesticides are applied to the Council's specification standards.
- Leave a "pesticide free" buffer zone around environmentally sensitive areas where appropriate.

9. Who will apply pesticides?

i. Any person applying a pesticide to the Councils land will hold a Certificate of Competence (irrespective of age), as issued by the NPTC, appropriate to the type of equipment/spraying technique to be used.

ii. Copies of these certificates will be made available to the Council as evidence of competence.

iii. Pesticide applications, subject to approval, may be made by the following:

- Directly employed staff
- Grounds Maintenance Contractors
- Specialist Contractors.

10. Legal Requirements

i. Where it is necessary for pesticides to be applied on Council land, these will be applied in such a way that it conforms fully with the latest Health and Safety Legislation (primarily the Health and Safety at Work etc Act 1974 (HSWA)) and Pesticide Legislation (The Plant Protection Products (Sustainable Use) Regulations 2012 & Control of Pesticides (Amended) Regulations 1997).

ii. The Plant Protection Products (Sustainable Use) Regulations 2012 states that:

- all reasonable precautions are taken to protect human health and the environment;
- the application is confined to the area intended to be treated; and
- when used in public spaces that the amount used and frequency of use is as low as is reasonably practicable.
- suitable alternative methods of control are considered and used where appropriate to help minimise your use of chemicals.
- Pesticides will only be used in accordance with the statutory listings on the product label.
- Prior to application, full Risk Assessments/COSHH Assessments will be carried out, and a data sheet for the pesticide will be read and complied with.
- All those involved in approving/applying pesticides will be made aware of this Pesticide Policy.

11. Grounds Maintenance Specifications

i. To ensure that our contractors comply fully with our council's requirements, all grounds maintenance specifications will include detailed information of the council's pesticide policy, the requirements for pesticide free / pesticide reduced areas and for the conditions for the use of pesticides where essential. The use of pesticides will not be permitted in any contract unless no other suitable alternative is available.

ii. Any contracts issued in connection with any form of grounds maintenance will also always make reference to our Pollinator Strategy and its Environmental Policies.

12. Third party owners

i. Where we work on behalf of third parties, we will ensure compliance with this Pesticide Policy and the creation of pesticide free parks.

ii. Where weed control is carried out on behalf of a Highway Authority, we will continue to offer pesticide application services according to the clients requirements. This will allow us to:

- Ensure that the minimum amount of pesticide is used
- Ensure that the application is carried out by competent / trained staff
- Discuss alternative options with the client with the aim of agreeing ways to reduce pesticide application where possible, or to change the methods of weed control as new research / options become available.
- Monitor pesticide usage across the area.

13. How will we monitor the use of pesticides on our sites

i. Detailed and accurate spraying records will be kept.

ii. Contractors will be required to submit a proposed spraying sheet for approval to the client officer, prior to any pesticide being applied. This will describe the type of pesticide to be used, active ingredient, trade name, area where the pesticide is to be applied, rate of application, calibration, safety considerations, proposed date of application, operative who will be applying the pesticide etc.

iii. A detailed report will also be supplied to the client officer after application, confirming the above details, and including additional information such as weather conditions.

iv. The following records will also be kept and retained as required:

- Environmental Assessments.
- Local Environment Risk Assessment for Pesticides (LERAP).
- COSHH Assessments.
- Stock Control Records.
- Disposal records.
- Copies of certificates of Competence.

(G)

PETERSFIELD TOWN COUNCIL
ALLOTMENT AGREEMENT FORM

Name	Address	Tel No:	Email

Site	Plot Number	Area in Rods
Tilmore Allotments		

Date Tenancy Commences .....

First Rental £..... (if different from your terms and conditions)

I agree to take on the tenancy from year to year from the first day of October in each year from Petersfield Town Council the allotment garden referred to above, subject to the Council's tenancy terms and conditions which I have read and have a copy of.

Signed by tenant
Witnessed by (no relation to tenant)
Date

REFUNDABLE DEPOSIT
Receipt is acknowledged of a re-instatement deposit £60 (sixty pounds) – which, subject to satisfactory state of plot on vacation, will be returned to the tenant on termination of this agreement.

Such deposit may be used by the Council for any reinstatement of the allotment Garden at the end of the tenancy into the condition it was in prior to the commencement of the tenancy and in this case will not be refunded to the tenant.

Please tick box if you would like to be contacted by the Sheet & Tilmore Allotment Association ☐

Date entered_____ Allotment Officer_____

PETERFIELD TOWN COUNCIL
ALLOTMENT TENANCY TERMS AND CONDITIONS

1.(a) The rent for the allotment garden shall be £..... per annum PAYABLE IN ADVANCE ON THE FIRST DAY OF OCTOBER IN EACH YEAR or such other rent as the Council in their discretion may from time to time determine and notify to the Tenant provided that any such revised rent shall not be payable until one year after it is notified to the Tenant and in the event of the Council determining an increased rent, the Tenant may, by notice in writing given to the Council within the said month forthwith, determine the tenancy.

(b) Where the tenancy commences otherwise than on 1 October, the amount of rent payable in respect of the period from such commencement to the next following 1 October, shall be such fraction of the annual rent as the Council, in their discretion, determine and notify to the Tenant and shall be payable on the signing hereof.

2. The tenancy is subject to the following conditions:-

(a) The tenant shall use the Allotment Garden as an allotment garden only (that is to say wholly or mainly for the production of garden flowers, vegetable or fruit crops for consumption by the tenant and her/his family and for no other purpose) and to keep the soil clean, free from noxious contaminants, perennial weeds and in good condition and also in a good state of cultivation and fertility adhering to the cultivation standards specified below at 2 (b).The tenant shall not cause any nuisance or annoyance to the occupier of any other allotment garden or of premises in the vicinity of the allotment garden site or obstruct any path set out by the Council for the use of the occupiers of any other allotment gardens.

(b) Cultivations Standards/Monitoring Cultivation/Enforcement:

i. Cultivation Standards

New Tenants will be expected to have cultivated at least 25% of the plot within a period of 3 months, 50% after six months, 75% after nine months and 100% within twelve months and thereafter. This 100% excludes any grassed area (max 5%), sheds, greenhouses and composting.

New tenants are offered either rotavation or spraying if the plot they are taking on is in a poor state. If they wish they may spray the plot themselves prior to rotavation or vice versa.

Plots must be cultivated in a way that does not interfere in a material way with the enjoyment of neighbouring tenants.

Whilst it is accepted that a variety of styles of gardening are enjoyed by tenants from diverse backgrounds, including those based on "no-dig" principles or which make extensive use of mulches the following key elements for cultivation shall apply:

- Removal of weed seed-heads before the seed has set
- Control of pernicious weeds, such as those that spread through the extension of roots, (e.g. Ground Elder, Mares Tail) or by generating new plants from growing tips in contact with the soil (e.g. Brambles)
- Removal of long grass or detritus that is likely to harbour slugs and snails (which may forage to the adjoining plot)
- Keeping paths free of hazards to allow free and unimpeded access and to ensure grass paths are trimmed.

The majority of the plot shall be dedicated to the growing of fruit, vegetables and flowers across the growing season. Any grassed area shall not exceed 5% of the plot and must be

kept mown. Paths must also be kept mown. Sheds, greenhouses and composting areas must be kept in a good, clean and safe condition.

ii. Monitoring Cultivation
Allotment sites are inspected monthly (from March – October) by Town Council Officers with assistance, if requested or required, from the Allotment Association.

iii. Enforcement
If a plot is not being cultivated to the agreed standards a letter will be sent to the plot holder setting out the problem and an indication of what is expected to be improved together with a timescale if the tenancy is to be allowed to continue. This letter will also give an invitation to the tenant to explain (formally in writing but with the option of an informal consultation first) any special circumstances of a temporary nature that may make it impossible to meet the standard required by the deadline specified. An invitation to contact the Allotment Association for help and advice will also be included. If three such letters are sent within one year your tenancy will be terminated.

Where the tenancy is of a full plot (usually 10 rods) the tenant may be offered the opportunity to reduce the holding to half a plot with immediate effect.

Where it is justified for social reasons (e.g. where a tenant otherwise in good standing is facing a temporary disability) a formal 'buddy system' may be used to bring in support for cultivation of the plot from a volunteer, the Allotment Association may be able to help with this. A temporary solution would be to allow the tenant to cover the plot with black membrane for a maximum of one growing season.

When tenants refuse these reasonable alternatives and fail to remedy the situation then the full powers available under the Allotment Acts to terminate the tenancy will be used with clear evidence of non-cultivation being secured in the form of photographs and evidence of letters written to the tenant.
When an allotment tenancy has been terminated the Town Council will not return the deposit as it has the right to reclaim from the departing tenant the cost of restoring the plot to a tenantable condition.

(c) It is the aim of the Town Council to stop using pesticides by the phased reduction of their use on its land. The Town Council therefore encourages tenants to keep their use of pesticides/herbicides to a minimum or, ideally, to become pesticide/herbicide free. Tenants are referred to the Town Council's Pesticide Policy for further information.
(d) The tenant shall not deposit or allow other persons to deposit any refuse or decaying matter except manure and compost in such quantities as may be reasonably required for use in cultivation (or place any matter in the hedges, ditches or dikes situated in the allotment field of which the allotment garden forms part or on the adjoining land).
(e) The tenant shall not underlet, assign, or part with the possession of the allotment garden or any part of it.
(f) The tenant shall not, without the written consent of the council, cut or prune any timber or trees, or take, sell, or carry away any mineral, gravel, sand or clay.
(g) The tenant shall not, without the written consent of the Council erect any building or any erection whatever on the allotment garden – greenhouses, polytunnels and sheds are permitted with permission of the Town Council – apply in writing to the Allotment Officer.
(h) The tenant shall keep every pathway and hedge that forms part of the allotment garden properly cut, trimmed and all ditches properly cleansed.

(i) The tenant shall not use barbed wire for a fence adjoining any path set out by the Council for the use of occupiers of any of the gardens.
(j) Any person authorised by the Council shall be entitled at any time to enter and inspect the allotment garden.
(k) The allotment garden shall not be used as a Market Garden.
(l) The tenant shall not bring or cause to be brought into the allotment field of which the allotment garden forms part, any dog unless the dog is held on a leash.
(m) Hens (not Cockerels) and Bees are permitted - with permission of the Town Council – apply in writing to the Allotment Officer
(n) The Tenant shall display the appropriate Allotment Garden plot number at all times.
(o) The Tenant shall not burn any material except Allotment garden rubbish on their Allotment Garden and shall first take precautions to avoid nuisance to other Allotment Garden tenants and the householders of properties adjoining the site; without prejudice to the generality of this clause the Tenant shall note the wind direction in considering annoyance likely to be caused to these persons by the smoke of their bonfire. (Note: any complaints received shall be initially referred to the Council's Allotments Officer (or such other Officer as may from time to time be designated).
(p) The Tenant shall indemnify the Council against costs, claims and liabilities which may arise in connection with his or her negligence in connection with the individual allotment garden, shed, polytunnel and greenhouse (if applicable). An inexpensive public liability scheme is available, contact South West Counties Allotments Association (SWCAA)on www.allotmentssouthwest.org.uk You are advised to consider public liability cover for your allotment.
(q) The Tenant shall, not later than the determination of his or her tenancy, remove or cause to be removed at the request and direction of the Council's Allotment Officer (or such other Officer as may from time to time be designated) any buildings/sheds/or other structure erected on the allotment garden by the Tenant, unless the building has been passed to the new tenant. If the Council requests in writing and the Tenant refuses or fails to remove a shed, building or other structure situate upon the Allotment Garden the Council may remove the same and the cost thereof shall be chargeable to the outgoing tenant and payable by such person within one month of demand.
(r) The Tenant shall not use synthetic carpet or underlay as a weed suppressant.
(s) The Tenant shall not use the Allotment Garden for residential purposes.
(t) No trees other than fruit trees shall be grown on the Allotment Garden.
(u) The Council reserve the right to re-enter after three months' notice given in writing expiring any time, in the event of the allotment gardens being required by the Council.
(v) The tenancy may be determined (terminated) by the Council or Tenant by twelve months' notice in writing, expiring on or before the sixth day of October or on or after the twenty-ninth day of September.
(w) That the tenant paying the said rent and observing the conditions herein contained shall quietly hold and enjoy the premises during the said term without lawful interruption by the Council or any person claiming right under or in trust for them.
(x) If the said rent or any thereof shall at any time be in arrear for twenty-one days after the same becomes due (whether legally demanded or not), or there shall be breach by the tenant of any of the foregoing conditions or if he shall commit any act of bankruptcy or compound with his creditors, then the council may, without prejudice to any right in respect of any antecedent breach of condition by the tenant re-enter upon the premises and determine the tenancy.

Petersfield Town Council

YOUR TENANCY AGREEMENT EXPLAINED

The Allotment Agreement form tells you:

- The date of the start of your tenancy
- How much your rent is and when it is paid
- Details of the refundable deposit

Terms and Conditions for Having Your Allotment Garden

The main points are:

- You agree to pay a deposit for your allotment garden. This is returned to you if your allotment garden is left in good condition. If the allotment garden is left overgrown, or with rubbish and needs to be cleared, then the deposit is kept and put towards the cost of this work
- You may grow fruit, vegetables and flowers. You may have a lawn or a play area for your children on your allotment garden (maximum 5% of your plot). You are expected to care for ALL of your allotment garden, not just part of it and let the rest grow weedy
- You do not bring onto your allotment garden any harmful things such as banned chemicals, asbestos, builder's rubble, man made carpets that do not rot away etc.
- You keep the soil free from harmful things such as glass, plastic waste, builder's rubble etc.
- You show care and consideration to other allotment users and the people around the allotment site. This means that you do not do things that may upset people around you e.g. have a smouldering smoky bonfire, play music loudly, let your dog bark or off the lead
- You can only keep hens on your allotment garden (with permission from the Town Council) – no Cockerels
- You are responsible for the boundaries of your allotment garden. You are responsible for cutting your half of the grass path running beside your allotment garden
- You are responsible for any structure on your allotment garden. You must either remove it when you leave your allotment garden or pass it on to the next tenant. You are responsible for keeping any structures safe and well maintained
- You must display the number of your plot on your allotment garden at all times

This is a brief explanation of your allotment agreement and terms and conditions which should be read in full and kept with your agreement form.

Please note:
It would be helpful if tenants who cease to cultivate their allotment gardens and intend to give up their tenancies would notify the Council in writing (e-mail or letter) as soon as possible so that the allotment garden can be re-let and does not become derelict.

Regular inspections are undertaken to monitor the state of plots – failure to comply with the conditions above will result in termination of your tenancy. An initial letter will be sent outlining the problem and giving you a chance to give reasons for the non-compliance and agree a timetable for improvement. If following the next monthly inspection no improvement or no contact has been made your tenancy will be terminated.

A combination lock is fitted on all gates, please contact The Allotment Administrator Marian Cross on 01730 264182 for the number.

New allotment agreement - February 2020
Amended Feb 2020- minute number G0780 refers

Please inform the Allotment Administrator if you are going to be away for any long periods of time (e.g. holidays, illness)

Water is supplied at each site – use the closest tap and trough to your allotment. Please note water supply is turned off during the winter months (usually November to March)

If you have any questions regarding either your agreement form or the terms and conditions then please contact The Allotment Administrator Marian Cross on 01730 264182 or email admin@petersfield-tc.gov.uk

Happy Gardening!

H

TOWN PETERSFIELD COUNCIL

Grounds Committee

Grounds Depot Hard Standing

Background

Members will be aware that the current Grounds Maintenance Contract expires on 31st March 2020 and that the Council has made the decision to bring all of its grounds maintenance in-house with effect from this date.

Members will also be aware and recall giving approval for the contractual 'Heads of Terms' to lease an area of land within East Hampshire District Council's (EHDC) current depot for a 4 year term. In preparation for taking over this space there will be a need to place some hard standing on the site to support the Council's usage of the area.

At the time of producing this report, two of the potential suppliers have provided written quotations with a possible two further quotes being outstanding which will be shared with members as soon as they are available.

Contractor A

This contractor, whilst not known to us, has done work for EHDC previously at the depot site. Their quotation is as follows:

- Supply and lay crushed concrete
- Roll and compact
- Lay ducts for water and electricity, top off crush with a finer material such as MOT type 1 or scalpings

Total Cost: **£5,775**

Contractor B

This contractor is not known to us from previous work. Their quotation is as follows:

- 500sqm @ 150mm deep of type 1 or type 1 crush
- Trench and ducting for electrical and water connections
- Waste to be disposed of. If left on site price reduction is £2,875

- Assumption that no contaminated waste is on site. Additional costs would apply if it was discovered
- No electrical or water connections have been allowed for.

Total Minimum Cost: **£16,394.16**

Contractor C/D

The contractor has only been seen in the last few days and the quotation was not available at the time of compiling this report.

Financial Considerations

There are funds held in Capital Earmarked Reserves and in the Community Infrastructure Levy (CIL) Reserve for the provision of the Grounds Depot.

The requirements of the Council's Financial Standing Orders has been met in seeking 3 quotations for this work.

With this expenditure being from Capital Earmarked Reserves, the committee will have to make a recommendation of their preferred contractor that will ultimately have to be approved at Council.

Recommendation

Without seeing the third quotation it is difficult to make a firm recommendation. However, on the evidence of what has been provided by the respective contractors the price quoted by Contractor A is far cheaper and would therefore seem preferable. This is further supported by knowing some background of Contractor A's previous quality of work within the compound, otherwise such a vast price difference may lead to questions over their competence. This may change when the third quotation is received.

Neil Hitch
Town Clerk
6th February 2020

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TOWN PETERSFIELD COUNCIL

Grounds Committee

Grounds Maintenance Equipment

Background

Members will be aware that the current Grounds Maintenance Contract expires on 31st March 2020 and that the Council has made the decision to bring all of its grounds maintenance in-house with effect from this date.

A consequence of this decision is that the equipment needed to undertake the maintenance works on the larger areas of open space and sports pitches owned by the Council needs to be purchased in time so that a seamless transition is achieved from contractual obligation to in-house staff undertaking the work. Consideration has also been given to leasing this equipment rather than purchasing but it is considered that this is the more expensive option especially when some of the larger ticket items will be usable long beyond the regular terms of any leasing arrangement.

In addition to the equipment subject to consideration within this report, there will be the need to purchase further equipment that is more sports maintenance orientated where the need is slightly less urgent than the main grass cutting and maintenance equipment. This additional equipment is likely to cost in the order of £35,000.

Due to the nature of the equipment being provided and its specialised nature, none of the potential suppliers have been used by the Council before.

Demonstrations from potential suppliers are being arranged so that the effectiveness of the equipment for the purposes that the Council will require it can be tested on the ground.

At the time of producing this report, two of the potential suppliers have provided written quotations with a third quote being outstanding which will be shared with members as soon as it is available.

Equipment Required

The Grounds Manager has compiled a list of equipment required with the following main specifications:

Kioti DK6010 Tractor:	58hp 3-cylinder Turbo diesel engine, 4-wheel drive, turf multitrack tyres, power steering, Cat 2 three point quick linkage, 2 double acting spool valves with joystick control, hydraulic trailer braking, 7 pin lighting socket
Wessex CRX-320 Gangmower:	3.2m trailed roller mower c/w full width rollers, 10-100mm cutting height, 3 fully floating decks, wide angle PTO shaft, highway kit, mud guards and sprung axle.

Contractor A

All of the equipment listed above has been quoted for as per the specifications provide by the Grounds Manager.

Kioti Tractor:	**RRP £35,160**	**Net Price £26,000**
Wessex Roller Mower:	**RRP £19,930**	**Net Price £16,450**
Total Cost:		**£42,450**

Contractor B

This contractor has suggested some alternative equipment from that specified. The Grounds Manager will elaborate further at the meeting on whether the revised equipment suggested meets the requirements he has and where the specifications of the equipment differ.

John Deere Tractor 5058E:	**RRP £43,741**	**Net Price £31,250**
John Deere Tractor 4052R:	**RRP £38,410**	**Net Price £31,250**
John Deere Tractor 4066R:	**RRP £40,827**	**Net Price £33,250**

Please note that only one tractor is required. The above provides an option to choose 1 of the 3 quoted for.

Trimax Snake Mower:	**RRP £20,740**	**Net Price £16,750**
Total Minimum Cost:		**£48,000**

Contractor C

This contractor has also suggested some alternative equipment from that specified. The second tractor suggested is because it is the usual one used to partner the mowing equipment.

Kubota L2602 Tractor:	**RRP £35,276.96**	**Net Price £28,260**
Kubota L2501 Tractor:	**RRP £28,957.06**	**Net Price £23,475**
Trimax Snake Mower:	**RRP £20,740.00**	**Net Price £17,280**
Total Minimum Cost:		**£40,755**

Financial Considerations

The budget set aside for Capital Equipment purchases for the 2020/21 financial year is £75,000. In addition there is a small provision within the Revenue budget for equipment purchases totalling £6,500. Bearing in mind that this is the budget for the next financial year, the Order for the equipment will be submitted to be paid once invoiced in the new financial year.

The requirements of the Council's Financial Standing Orders has been met in seeking 3 quotations for this work.

With the vast bulk of this expenditure being from Capital Earmarked Reserves, the committee will have to make a recommendation of their preferred contractor that will ultimately have to be approved at Council.

Recommendation

Having reviewed the suggested equipment the Grounds Managers preference is to opt for the Trimax Snake Mower because it appears to be a little more robust. His preference would also be for a slightly higher powered tractor to ensure that when using equipment such as a vertidrainer there is sufficient power available. On this basis, it is recommended that approval be given to Contractor C to purchase the Kubota L2602 tractor and Trimax Snake Mower at a cost of £45,540.

It is also recommended that budgetary provision is made annually towards the ultimate replacement of this equipment at the end of its useful life, which will be specified in the newly created Asset Register, with those funds being held in Capital Earmarked Reserves.

Neil Hitch
Town Clerk
6th February 2020

Notes from Grounds Users Meeting

Held at 5.00pm on Thursday 16th January 2020 in the Council Chamber, Petersfield Town Hall.

Present:	Cllr P Shaw (Chair) Cllr James Deane Cllr J Lees Mr D Budd (Senior Groundsman) Mrs S Fisher (Committees Administrator) 3 "User" Representatives: Friends of Petersfield Heath (Mr John Gummerson) Plump Duck/Petersfield Boats (Mr Ian Baker) Petersfield Town Juniors Football Club (Mr Lloyd Lees)
Apologies:	Cllr J Matthews Cllrs Ms Z Parker Petersfield Rugby Football Club Petersfield Town Football Club

The Chair welcomed everyone and explained that he would be chairing the meeting in Cllr J Matthews' absence and that it was an open forum.

Pond Bank Stabilisation Work

The Friends of Petersfield Heath (FoPH) welcomed the pond bank stabilisation and what it aims to achieve.

The Senior Groundsman advised that the work on the project will start on Monday 20th January and that 5 Rivers Environmental will be setting up a depot by the pedestrian gates on the hard standing on the corner of Heath Road and Heath Road West. The work is due to be completed by the end of March so should not impact on the start of the boating season on 1st April.

Grounds maintenance work being taken in-house

The Senior Groundsman advised that, with effect from 1st April 2020, the Town Council will be taking all grounds contract work in-house and that 2 new members of staff had recently joined the grounds team so the team now has a wider range of skills. The Town Council will also be carrying out grounds maintenance work for some of the local parish councils.

Football pitches at Love Lane

The football pitches at Love Lane have been too waterlogged to use for the past 8 weeks so the Petersfield Town Juniors Football Club (PTJFC) have had to hire the astro pitches at the

Petersfield School for Saturday matches for the younger players. It was noted that the pitches at Penns Place drain much better and have been less affected by the recent rainfall. The Senior Groundsman plans to carry out regular aeration of the pitches at Love Lane to try and improve drainage and if this does not work then more costly solutions may be required.

PTJFC have 500 children enrolled this season and they are running out of pitches and facilities at Love Lane. They asked whether there was a clearer idea of when the Sports Hub at Penns Place might be up and running. This is in the Neighbourhood Plan and is a long term aim of the Town Council's and progress is being made towards achieving it.

Anti-social behaviour at the Plump Duck

The main issue is littering and nitrous oxide canisters being dropped, there does not seem to be as much of a problem with large groups hanging around the Plump Duck in the evenings. The introduction of CCTV at Love Lane and the Avenue has led a significant reduction in instances of anti-social behaviour at those locations.

There being no other business the meeting closed at 5.30 pm.