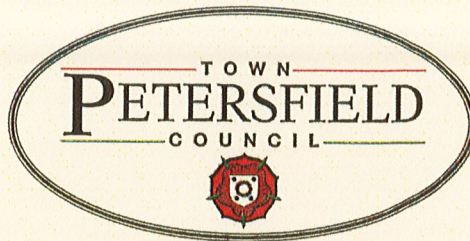


NEIL HITCH
Town Clerk
Tel. (01730) 264182



The Town Hall
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Petersfield
Hampshire
GU31 4EA

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www.petersfield-tc.gov.uk

28th August 2020

Dear Councillor,

I hereby summon you to attend a meeting of the Town Development Committee to be held at the Town Hall, Petersfield, on **Friday 4th September at 3.00 p.m.** and via Zoom teleconference/video-conference facility as permitted by UK Government legislation during the current Covid-19 pandemic. The log in details to join via Zoom are as follows: [https://zoom.us/](https://zoom.us/j/89023384567) with meeting ID: 890 2338 4567 (members of the public are asked to email committee.admin@petersfield-tc.gov.uk in advance for the password).

Yours sincerely,

A handwritten signature in dark ink, appearing to read "Neil Hitch".

Neil Hitch
Town Clerk

A G E N D A

1. Chairman's Comments.
2. To receive and record apologies for absence.
3. To consider the granting of a dispensation under Section 33 of the Localism Act (2011) to enable members to participate in, and vote on, an item of business on the agenda where they would otherwise have a Disclosable Pecuniary Interest and to confirm how long this dispensation may have effect.
4. To receive and record Declarations of Interest. Councillors are reminded of their responsibility to declare any disclosable pecuniary interest which they may have in any item of business on the agenda no later than when that item is reached. Unless dispensation has been granted, members may not participate in any discussion of, or vote on, or discharge any function related to any matter in which they have a pecuniary interest as defined by regulations made by the Secretary of State under the Localism Act 2011. Councillors must withdraw from the Chamber when the meeting discusses and votes on the matter.
5. To approve as a correct record and authorise the signing of the minutes of the meeting of the Petersfield Town Development held on 6th March 2020 (*previously distributed*).



6. Public Representation - Councillors to receive representation (including items that appear on the agenda) from members of the public provided they (public) have given due notice of their intention to the Town Clerk no later than 10.30 am on the day of the meeting. The maximum time limit allowed per person is three minutes, although this may be reduced if a large number of people express their wish to address councillors.
7. To receive the resignation of Dave Winsor as a co-opted voting member of the Town Development Committee.
8. To consider and approve the appointment of a co-opted voting member of the public to the Town Development Committee.
9. To review and revisit progress made by the Tourism Sub-Group regarding a tourism website (*attached*).
10. To review the Terms of Reference for the Petersfield Neighbourhood Plan working party (*attached*).
11. To review the Town Spine project and Place Making to include the long term plan, car parking and dangerous junctions
12. To receive and consider the meeting notes and Terms of reference from the Petersfield Operational Group from meetings held on 24th June and 20th July 2020 (including update on public engagement to Local Cycling and Walking Infrastructure Plan) (*attached*).
13. To receive and consider an update regarding the top 6 Town Development Committee projects:
 1. Crossings- subject to funding, to produce a prioritised, costed set of designs for key junctions in the town.
Lead: County Cllr R Oppenheimer and Mr R Mocatta
 2. Parking- to prepare an agreed strategy to input to East Hampshire District Council and Hampshire County Council for parking (both on and off street).
Lead: County Cllr R Oppenheimer and Mr R Mocatta
 3. The Town Centre Spine- within the next 12 months (i) produce an outline costed plan for the Town Centre Spine and (ii) hold a public consultation event on the town centre.
Lead: Mr R Mocatta
 4. Cycling and walking in the Town- to produce a Local Cycling and Walking Infrastructure Plan (LCWIP), or a similar type plan, for the Town.
Lead: Mr G Morgan-Owen
 5. Tourism – to agree a tourism strategy and future plans for the Town Visitor Centre.
Lead: Ms L Bevan
 6. Signage – new and updated heritage signage in the town.
Lead: Cllr S Dewey
14. To consider items for inclusion within the first draft budget for 2021/22.

15. To consider the impacts of the proposed Aldi store planning application on the policies contained within the Petersfield Neighbourhood Plan.
16. To review the more significant planning applications received by members of the Planning Committee between end of March and August 2020:
 - a. SDNP/20/01835/FUL – NEW DWELLING FOLLOWING DEMOLITION OF EXISTING SINGLE STOREY REAR WING – RC Lacey Dental laboratory, 1A Barham Road, Petersfield – Mr & Mrs A Khalessi - This has been approved.
 - b. SDNP/20/01482/FUL – DETACHED DWELLING AND GARAGE REVISION TO THAT APPROVED UNDER APPLICATION SDNP/19/02810/FUL – Windward, Reservoir Lane, Petersfield – Mr & Mr Smith – Application refused.
 - c. SDNP/20/00978/PRE – ERECTION OF CARE HOME WITH ASSOCIATED PARKING LANDSCAPING = The Causeway, Petersfield – Bran Investments.
 - d. SDNP/20/01407/FUL – DEMOLITION OF EXISTING SINGLE STOREY OFFICE/WORKSHOP BUILDING AND REPLACEMENT WITH SINGLE STOREY OFFICE/WORKSHOP BUILDING – J B CORRIE & Co Ltd, Frenchmans Road, Petersfield – Mr N Welsh – This has been approved.
 - e. SDNP/20/02590/OUT – OUTLINE APPLICATION – THREE STOREY BLOCK COMPRISING 27 FLATS WITH ACCESS FOLLOWING DEMOLITION OF EXISTING DWELLING (ACCESS ONLY TO BE CONSIDERED) – Oakfield, Love Lane, Petersfield – Mr B Wright (This application has yet to be determined) (The Town Council objected to this application).
17. To continue to review the updated Infrastructure Delivery Plan and allocate scores using the agreed criteria (*attached*).

~ End ~

Tourism Working Group Zoom Meeting 27 August 2020. 10.30 am.

Present: Louise Bevan (LB), Peter Bisset (PB) and Steve Field (SF).

The WG reviewed the minutes of last meeting pre-lockdown, of 16 March 2020 as drafted by LB and SF's comments. The WG discussed whether the recommendations drafted in March, are still valid/ appropriate.

The WG agreed that the recommendations are still valid, based on the reasons given below in Notes to Town Development Committee (TDC)

WG therefore recommends that

1. PTC give six months' notice to Tourism South East (in September 2020) before terminating the contract to manage Petersfield's Town Visitor Centre (TVC) at the end of the current contract in March 2021. (note that PTC has paid for the lease of space to the library up until end of March 2021).
2. PTC establish, locate and man/staff a "**Town Information Service**" for a minimum commitment of 5 years starting in March 2021 with a reduced annual budget not exceeding the current budget of £46,000.
3. Contractor B (who submitted a proposal in March 2020 that best met the brief) be awarded the contract for a new town website design at a cost of £10K

Caveat: the third recommendation is **subject to** acceptance of recommendations 1 and 2, which are considered to be **essential minimum commitments** to promoting tourism and providing information.

These recommendations are made

- (i) to TDC, who may, if they see fit, recommend them to
- (ii) the September F&GP for approval and passage to the
- (iii) the Full Council meeting for final approval. F&GP is considered to be the appropriate committee because of the resource implications of the proposed recommendations.

Notes to TDC

Spending £10K on a website would not be worthwhile before a decision on how it would be managed in the medium term. PTC currently spends £46K on the services provided by Tourism South East and bringing this in-house has the potential for savings. In order to differentiate between the current visitor centre and the new service, we recommend calling it the **Town Information Service (TIS)**. This change of name reflects a broader orientation (providing information to both visitors and local residents) and the fact that PTC would be providing a service.

The new Town Information Service would be responsible to deliver / remain part of the Town Council's Tourism Strategy. Depending on decisions by other WGs and Town Council committees, the TIS could, if so decided, be closely linked to the promotion of the Festival Hall and hence provide support to a Programme Manager.

The new Town Information Service would provide an information and publicity service for community events as well as providing up-to-date tourist information via the new website.

The WG has discussed questions as to the staffing and location of the TIS. The preferred option is that existing staff from the TVC would assist in managing the website with associated social media, answering telephone queries, and providing tourism reception. All these services would be based in the Town Hall and staff could undertake additional PTC work if desired. Earmarked reserves of £30,000 could be used to reshape the downstairs offices to accommodate TVC (TIS) reception and (if agreed by PTC) retail. (All aspects to be decided by PTC officers following final approval by full council)

Other considerations:

The Tourism WG has lost a member (Dave Winser). We would like to replace him with a new member who can represent the views of local business.

The Tourism WG's TORs / remit needs to be reviewed and updated. What would the TDC suggest?



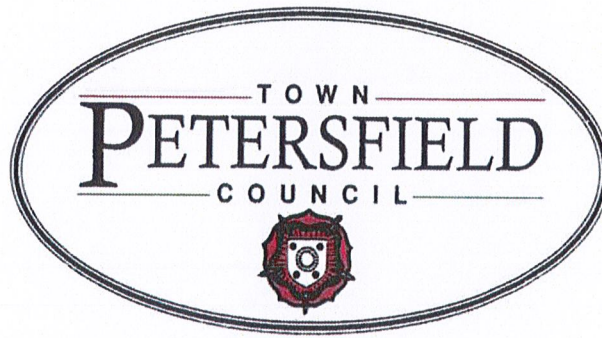
**TOURISM WORKING GROUP
(Town Development Committee)
TERMS OF REFERENCE**

Minute number TO663 refers

1. To develop the client brief for a new website design.
2. To obtain proposals from potential suppliers, preferentially from the local area.
3. To make recommendations to the Town Development Committee.
4. To make a presentation to the Town Development Committee from March 2020.

Membership of the Group: Cllr J Palmer, Cllr P Bisset, S Field, Ms L Bevan, Mr D Winsor, Mr P Marshall

January 2020



NEIGHBOURHOOD PLAN REVIEW WORKING PARTY
Town Development Committee

PROPOSED TERMS OF REFERENCE
Approved at Full Council on 19th March 2020
Minute number C0906 refers

1. To review the Neighbourhood Plan within the next 12 months;
2. To report to the Town Development Committee with recommendations;
3. To seek relevant expertise from the Petersfield Society and other organisations;
4. To liaise with the South Downs National Parks Authority regarding any proposed amendments and their possible impact;
5. To organise such public consultation as may be required in relation to any proposed amendments and their possible impact.

Membership of the Working Group: Cllr J Palmer, Cllr J Matthews, Cllr J Deane and Cllr P Shaw and the Town Clerk or Projects Manager (*Minute number C 0485 refers*).

Meeting Notes

Petersfield Operational Group (POG)

As part of the Place-Making Governance for Petersfield

Date	Wednesday 24 th June 2020
Time	13.00pm – 14.30pm
Venue	Conference call via Microsoft Teams
Attendees	EHDC – Danielle Friedman-Brown (<i>Chair</i>) EHDC – Lewis Ford (<i>Meeting notes</i>) EHDC – Sarah Hobbs HCC – Simon Cramp HCC – Nicola Waight HCC – Andy Shaw PTC – Neil Hitch PTC – Steve Field SDNPA – Gill Welsman
Apologies	EHDC – Lucy Whittle EHDC – Julie McLatch EHDC – Michelle Day SDNPA – Chris Paterson

Ref.	Item
1.	Introductions and apologies <ul style="list-style-type: none"> Danielle welcomed the group. Danielle informed the group that Agenda Item 3b) would be discussed first due to imminent implementation.
2.	Petersfield Place-Making Governance <ul style="list-style-type: none"> Version 2 of the POG Terms of Reference (ToR) was circulated prior to the meeting. No further amendments were requested. <p><u>ACTION:</u> EHDC to include approval of Terms of Reference (ToR) on the next agenda.</p>

Ref.	Item
3.	<p data-bbox="229 210 708 244">Petersfield Town Spine Programme</p> <p data-bbox="229 286 975 320">a) & c) Petersfield Junctions Study / Transport Strategy</p> <p data-bbox="229 362 1465 465">The Petersfield Junctions Study has looked at existing (2019) and future (2036) traffic flow in order to determine which junctions are at/nearing capacity, and what can be done to alleviate current and anticipated issues. As part of this, the study:</p> <ul data-bbox="276 477 1353 663" style="list-style-type: none"> • Considers the list of dangerous junctions compiled by PTC; • Considers the capacity of surrounding roads; • Considers the reduction of spine traffic to 100 vehicles per hour; • Sets out the opportunities to enhance junctions to be pedestrian friendly; and • Excludes the railway level crossing as the required modelling is yet to be procured. <p data-bbox="229 705 807 739"><u>i) Chapel Street, Tilmore Road & Station Road</u></p> <p data-bbox="229 745 1465 848">There is opportunity to narrow the existing bell-mouth; deliver a new pedestrian crossing at Chapel Street; and deliver a north-south pedestrian facility along the west of Tilmore Road by using tactile paving, plating and seating.</p> <p data-bbox="229 891 635 925"><u>ii) College Street & Station Road</u></p> <p data-bbox="229 931 1465 996">The junction is currently over capacity. Opportunities to improve capacity could include delivery of mini-roundabout, signalised junction and/or new pedestrian facility.</p> <p data-bbox="229 1039 671 1072"><u>iii) Heath Road & Heath Road West</u></p> <p data-bbox="229 1079 1465 1144">The junction currently has capacity but opportunities to enhance include tactile paving, planting and the option to move the fence back in order to increase accessibility.</p> <p data-bbox="229 1187 1046 1220"><u>iv) Dragon Street, Hylton Road, Sussex Road and The Causeway</u></p> <p data-bbox="229 1227 1401 1292">The junction is currently over capacity. There is an opportunity to use £300k of s106 monies to deliver a roundabout with zebra crossings or signals at each arm.</p> <p data-bbox="229 1335 501 1368"><u>v) The Spain Junction</u></p> <p data-bbox="229 1375 1465 1440">The junction will be over capacity in the future. Opportunities to improve capacity could include the changing of traffic priority and improvements to public realm and pedestrian link to the car park.</p> <p data-bbox="229 1482 807 1516"><u>vi) Charles Street, Swan Street and The Spain</u></p> <p data-bbox="229 1523 1254 1588">The junction is currently over capacity and few improvements have been identified. There is potential for tactile paving around the entrance to Castle Yard Car Park.</p> <p data-bbox="229 1630 655 1664"><u>vii) Charles Street & Lavant Street</u></p> <p data-bbox="229 1671 1310 1704">The junction is currently at capacity and there is an opportunity to deliver a roundabout.</p> <p data-bbox="229 1747 788 1780"><u>viii) College Street, Dragon Street & Tor Way</u></p> <p data-bbox="229 1787 1393 1821">The junction will near capacity in the future; access to Festival Hall will need to be considered.</p> <p data-bbox="229 1863 1426 1897">Nicola confirmed that POG could help inform which junctions should be taken forward for design.</p> <p data-bbox="229 1939 1058 1973"><u>ACTION:</u> Nicola to share Petersfield Junction Study once finalised.</p>

Ref.	Item
	<p>b) Petersfield Covid-19 social distancing measures</p> <p>The proposed Covid travel / social distancing measures for Petersfield Town Centre were circulated and discussed. Danielle thanked everyone for their review and comments prior to the meeting.</p> <p>Nicola explained that:</p> <ul style="list-style-type: none"> • The Petersfield Covid travel measures will be implemented w/c Monday 29th July 2020. • On-street parking along the High Street, The Square and Lavant Street will be suspended. • Castle Yard Car Park will have 1-hour free parking to mitigate loss of on-street parking. <ul style="list-style-type: none"> ◦ Subject to EHDC Cabinet decision on Thursday 2nd July. • The Square will retain disabled and taxi parking. • The Square to Chapel / Swan Street will be for buses and cyclists only; "Bus-Cycle Gate". • Two sets of Sheffield bicycle stands will be erected in the vicinity of the Square; currently one is shown outside FatFace and one on The Square; <ul style="list-style-type: none"> ◦ EHDC Property do not want the stands on the Market Square so alternative locations were discussed and include outside the Church, Lloyds forecourt and outside the Library. • HCC Officers / contractors will go out daily to monitor the measures. • HCC will produce communications and share with EHDC and PTC to promote. • Signs / posters will be erected to: <ul style="list-style-type: none"> ◦ Promote social distancing; ◦ Promote feedback via QR codes to the Sustrans "Space to Move" webpage; ◦ Outline diversion routes; ◦ Alternative parking at Castle Yard Car Park being discussed within EHDC and subject to internal decision making. <p>Danielle explained that a legal order will be implemented for one year to suspend on-street parking; however, this can be rescinded before the year is over.</p> <p>Q: The plans suggest that the direction of traffic along Swan Street will be altered? A: No, the direction of traffic along Swan Street will remain the same; i.e. westbound.</p> <p>Q: Can you cycle in both directions through the bus gate? A: Yes.</p> <p>Q: Could the number of bicycle stands outside FatFace be increased to take up the whole area where parking has been suspended? A: We can monitor the situation and provide more Sheffield bicycle stands if needed.</p> <p>Q: How have other towns reacted to similar Covid travel measures? A: "Ideas with Beers" is hosted every Tuesday at 5pm by Brandon Deacon; the event summarises the measures being implemented across the country including feedback.</p> <p>Q: Who will be "on the ground" for residents and shoppers to speak to? A: Skanska are implementing the measures on HCC's behalf and will be out daily. In addition, EHDC Civil Enforcement Officers will be on patrol.</p>

Ref.	Item
	<p>Q: How can we survey how many vehicles use Castle Yard Car Park for free parking? A: Danielle to investigate with EHDC Parking Team.</p> <p><u>ACTION:</u> Nicola to investigate how feedback can be collected from those with visual impairments.</p> <p><u>ACTION:</u> Danielle to investigate with the EHDC Parking Team how data can be captured at Castle Yard Car Park.</p> <p><u>ACTION:</u> Nicola to share communications with EHDC and PTC to promote.</p> <p><u>ACTION:</u> All to share Covid travel communications and update their websites accordingly.</p>
4.	<p>Petersfield Key Projects</p> <p>a) East Hampshire District Council (EHDC)</p> <p><u>Local Cycling & Walking Infrastructure Plan (LCWIP)</u></p> <ul style="list-style-type: none"> • The emerging EHDC LCWIP went out for a 6-week public consultation in Feb/Mar 2020. • 1,422 responses were received which is considered a good response rate: <ul style="list-style-type: none"> ○ 85% of responses were from residents; ○ 9% of responses were from visitors; ○ 6% of responses were from businesses/workers. • The district wide summary is as follows: <ul style="list-style-type: none"> ○ Residents currently walk and cycle for leisure rather than commuting purposes. ○ There is a need for improved PWOR and connection between towns and villages. ○ There is a need for slower traffic, safer crossings and quality materials for walkers. ○ There is a need for improved, safe long-distance cycle routes. • The Petersfield open response summary is as follows: <ul style="list-style-type: none"> ○ Support for the Petersfield-Midhurst cycle route; ○ Support for improved routes to South Harting and Rogate; ○ Support for the boardwalk, but concerns over traffic conflict at either end; ○ Support for traffic speed reductions; ○ Suggestions for public open space links; and ○ Suggestions for safer crossing links. • Sarah confirmed that: <ul style="list-style-type: none"> ○ A summary of the feedback received will be published in due course; ○ The LCWIP Technical Report (Final) will go to EHDC Cabinet in Autumn 2020; ○ The LCWIP will form part of the evidence base. • Sarah and Nicola agreed that the LCWIP and Petersfield Junction Study could be used to inform a priority list of transport schemes for Petersfield. • Lewis added that this priority list could be incorporated into the Petersfield Place-Making Action Plan. <p><u>ACTION:</u> Sarah to circulate LCWIP feedback summary once finalised.</p> <p><u>ACTION:</u> Sarah & Nicola to discuss the priority transport schemes for Petersfield.</p>

Ref.	Item
	<p data-bbox="225 241 715 275">b) Hampshire County Council (HCC)</p> <ul data-bbox="272 309 940 342" style="list-style-type: none"> • All key projects / discussed under Agenda Item 3. <p data-bbox="225 405 683 439">c) Petersfield Town Council (PTC)</p> <p data-bbox="225 472 576 506"><u>Historic/ Heritage Signposts</u></p> <ul data-bbox="272 506 1422 667" style="list-style-type: none"> • The signposts are currently being erected; all stumps are in the ground awaiting fingers. <ul data-bbox="363 539 839 573" style="list-style-type: none"> ◦ This includes 14 posts, plus signs. • The project should be completed by Friday 26th June or w/c Monday 29th June 2020. • PTC are looking to extend the project to include additional signposts on shopping streets and to include an alternative route to the Heath. <p data-bbox="225 701 1434 768"><u>ACTION:</u> PTC to share communication material with EHDC and SDNPA to promote the Historic / Heritage signposts.</p> <p data-bbox="225 831 443 864"><u>New Map Boards</u></p> <ul data-bbox="272 864 1422 1066" style="list-style-type: none"> • The new map boards have been delivered in 5 EHDC-owned car parks across the town. • PTC wish to explore the delivery of map boards at Tesco, Train Station and Hospital. • Gill advised that there is £3,350 of non-specified s106 for environmental improvements. • Nicola advised that there is £58k flexible s106 for transport improvements. • Lewis advised that PTC should enquire with SDNPA as the smaller s106 pot needs to be spent imminently. <p data-bbox="225 1099 1449 1133"><u>ACTION:</u> PTC to liaise with SDNPA about non-specified s016 funding for further new map boards.</p> <p data-bbox="225 1196 373 1229"><u>Heath Pond</u></p> <ul data-bbox="272 1229 1369 1330" style="list-style-type: none"> • PTC are looking to enhance the Heath Pond area. • PTC has some funding / monies but will be looking to link up with HCC's forthcoming recommendations to improve the Heath Road and Heath Road West junction. <p data-bbox="225 1393 836 1426"><u>Heath Pond Public Convenience Refurbishments</u></p> <ul data-bbox="272 1426 1337 1494" style="list-style-type: none"> • PTC are costing up for the refurbishment of the Heath Pond Public Conveniences. • The use of s106 monies linked to The Causeway development will be explored. <p data-bbox="225 1556 810 1590"><u>Footpath from Paddock Way to The Causeway</u></p> <ul data-bbox="272 1590 1374 1657" style="list-style-type: none"> • PTC are costing up a plan to deliver a footpath from Paddock Way to The Causeway. • The use of s106 monies linked to The Causeway development will be explored.

Ref.	Item
	<p>d) South Downs National Park Authority (SDNPA)</p> <p><u>Project Prioritisation</u></p> <ul style="list-style-type: none"> Gill stated her support for project prioritisation as this will help the SDNPA to allocate / award s106/CIL monies in the future. <p><u>Festival Hall</u></p> <ul style="list-style-type: none"> Gill asked about the progress towards the redevelopment of Festival Hall. Steve confirmed that: <ul style="list-style-type: none"> RIBA Stage 2 and public consultation had been undertaken. No discussion has been undertaken since lockdown. TDC need to determine whether: <ul style="list-style-type: none"> To progress to RIBA Stage 3; To prioritise existing maintenance works (i.e. waterproofing the extension); or Combination of both. Steve confirmed that the Festival Hall project will be presented to Full Council in September. <p><u>Non-specified s106 transport contribution from development at 21 Chapel Street</u> (Ref: SDNP/12/01985/FUL)</p> <ul style="list-style-type: none"> Gill reminded Andy that the £3,960 needs to be spent urgently to avoid return to developer. Andy, Gill and Nicola agreed at the last POG that the monies could be used to fund temporary transport improvement measures as long as any infrastructure provided could be used either in situ or in an alternative location within Petersfield. Gill confirmed previously that ideally the SDNPA would be looking to support the funding of general street furniture such as bicycle racks, seating, planters, removal of barriers around the Market Square and the dropping of kerbs to improve the pedestrian experience. <p><u>ACTION</u> (Updated): HCC to complete s106 application form and submit to SDNPA to obtain s106 funding.</p>
5.	<p>Next steps, way forward and date of next meeting</p> <ul style="list-style-type: none"> Lewis asked the group when they would like the next POG meeting to be held. Gill stated that there was good momentum so should not wait too long. All agreed that the next POG meeting should take place soon after the Petersfield Strategy Group (PSG) meeting on 10th July. <p><u>ACTION</u>: EHDC to arrange next POG meeting for after 10th July 2020 via Microsoft Teams.</p>
6.	<p>Any Other Business (AOB)</p> <p>No other business was raised.</p>

Action Log:

Action	Who	Red, Amber or Green	Progress
ADMIN			
Arrange next POG meeting for after 10 th July 2020 via Microsoft Teams.	EHDC Officer	G	Arranged for Monday 20 th July 2020 at 11am.
Include approval of Terms of Reference (ToR) on the next agenda.	EHDC Officer	G	Included and ToR circulated with meeting notes.
PTC Full Council to note / support the Petersfield Place-Making Governance Structure.	PTC Officer	A	Awaiting confirmation.
SDNPA to incorporate Petersfield Place-Making Governance Structure into the SDNPA Management Plan.	Cllr Mocatta	A	Awaiting confirmation.
COMMUNICATIONS			
Develop a Petersfield Place-Making webpage.	PTC Officer	A	To be set up once the Petersfield Stakeholder Group (PShG) has been established.
Develop a Petersfield Place-Making logo.	PTC Officer	A	To be developed once the Petersfield Stakeholder Group (PShG) has been established.
Finalise Petersfield Place-Making Report.	EHDC Officer	A	In progress.
Explore development of an interactive neighbourhood plan / place-making map with EHDC Data & Intelligence Team	EHDC & PTC Officers	A	EHDC RPM Team to chase EHDC Data & Intelligence Team.
TRANSPORT			
(Junctions Study)			
Share Petersfield Junction Study once finalised	HCC Officer	A	
TRANSPORT			
(Covid Travel Measures)			
Investigate how feedback can be collected from those with visual impairments.	HCC Officer	A	
Investigate with the EHDC Parking Team how data can be captured at Castle Yard Car Park.	EHDC Officer	A	
Share communications with EHDC and PTC to promote.	HCC Officer	G	Received at 17:18pm on Thursday 2 nd July 2020.

Action	Who	Red, Amber or Green	Progress
Share Covid travel communications and update their websites accordingly.	ALL	A	
Complete s106 application form and submit to SDNPA to obtain s106 funding.	HCC Officer	G	Application form completed and submitted on 25 th June; funds to be transferred on 2 nd July 2020.
TRANSPORT			
(Local Walking & Cycling Infrastructure Plan [LCWIP])			
Circulate LCWIP feedback summary once finalised.	EHDC Officer	A	
Discuss the priority transport schemes for Petersfield.	EHDC & HCC Officers	A	
PETERSFIELD TOWN COUNCIL (PTC) PROJECTS			
Share communication material with EHDC and SDNPA to promote the Historic / Heritage signposts.	PTC Officer	A	
Liaise with SDNPA about non-specified s016 funding for further new map boards.	PTC Officer	A	

Petersfield Operational Group (POG)

Terms of Reference (June 2020)

The Group forms part of a three-tier governance structure for place-making in Petersfield.

Purpose

To develop, co-ordinate, facilitate and deliver the “Petersfield Place-Making Action Plan” in order to achieve the overarching place-making priorities and principles set out in the Enhance East Hampshire Place-Making Strategy (September 2019).

Principles

- To share best practice gathered from the delivery of the action plan;
- To avoid duplication of roles, responsibilities and services;
- To promote joint working between organisations to ensure sustainability and longevity of project resources, finances and viability;
- To build on, and be informed by, the Petersfield Neighbourhood Plan (NP) as appropriate; and
- To provide updates to, and engage with, all groups within the governance structure.

Roles & Responsibilities

Although the group’s approach will evolve as the place-making programme for Petersfield continues, the group will enable collaborative working and support amongst partners. The group will have the following roles and responsibilities:

- To develop the “Petersfield Place-Making Action Plan” to achieve the overarching place-making priorities and principles set out in the Enhance East Hampshire Place-Making Strategy;
- To develop the Petersfield Town Spine (as set out in the NP) as part of the above action plan;
- To collate, analyse and interpret data and intelligence to inform the programmes / projects identified in the above action plan;
- To develop, oversee, coordinate, work collaboratively, seek funding for, and deliver the programmes / projects identified in the above action plan;
- To establish a set of performance indicators to measure and monitor the programmes / projects identified in the above action plan;
- To establish sub-working groups, where appropriate, to ensure delivery of the programmes / projects in the above action plan;
- To form a communications plan and protocol for information sharing and public engagement;
- To support the normal / statutory routes for raising concerns and influencing outcomes;
- To report on progress to, and be steered by, the Petersfield Strategy Group (PSG); and
- To inform on progress to, and engage with, the Petersfield Stakeholder Group (PShG).

Further to the above, any programme / project proposed for inclusion in the action plan (once developed) will be reviewed by the group, along with the Petersfield Strategy Group (PSG), to ensure that the proposal:

- Does not overlap with an identified programme / project;
- Where possible, compliments an identified programme / project; and
- Aligns with the overarching place-making priorities and principles set out in the Enhance East Hampshire Place-Making Strategy (September 2019).

Membership, meeting frequency & format

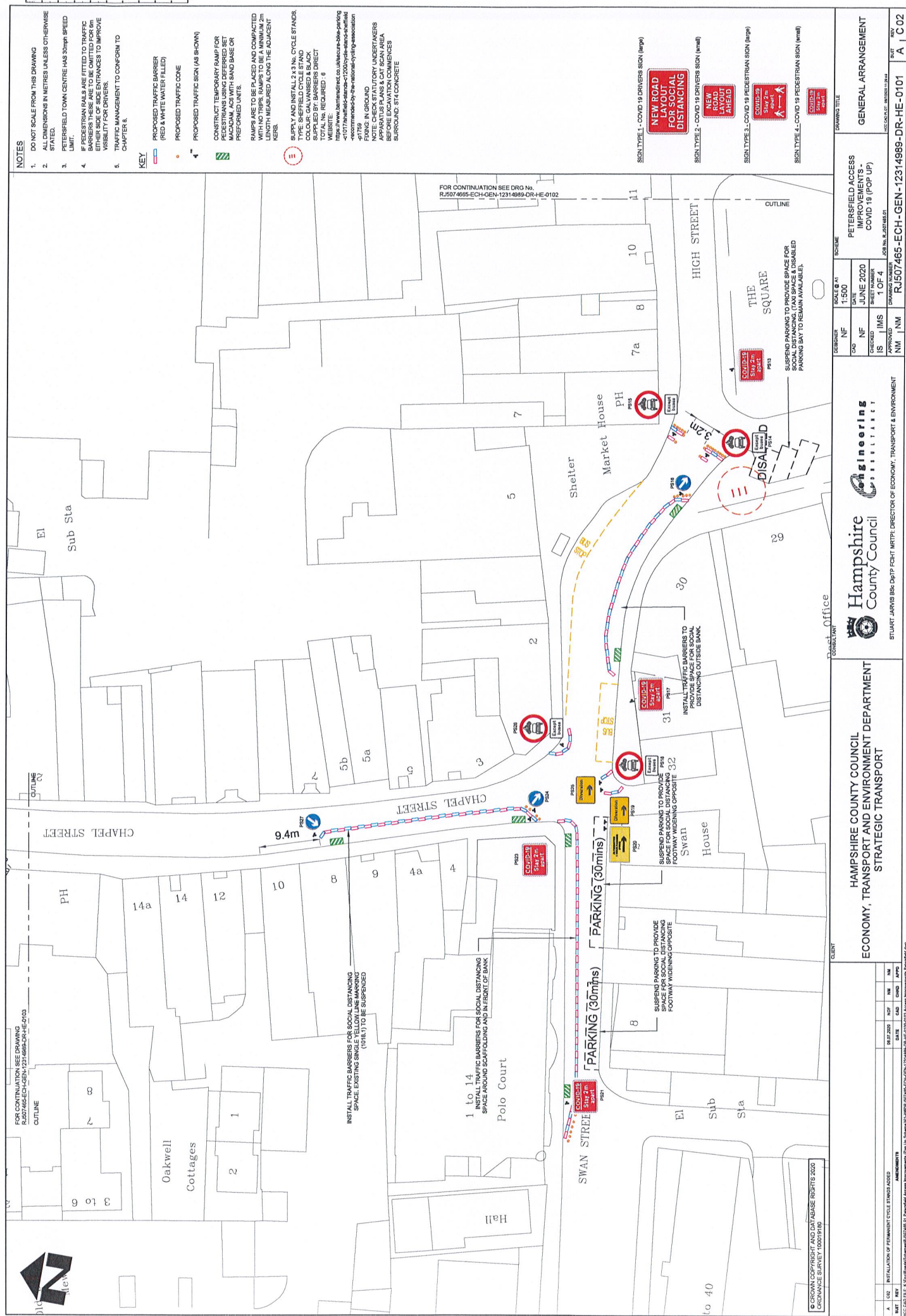
The Petersfield Operational Group (POG) will be chaired by Hampshire County Council (HCC) for the first year, after which time a permanent chair will be agreed. Notwithstanding the above, East Hampshire District Council (EHDC) will provide the secretariat. The POG will;

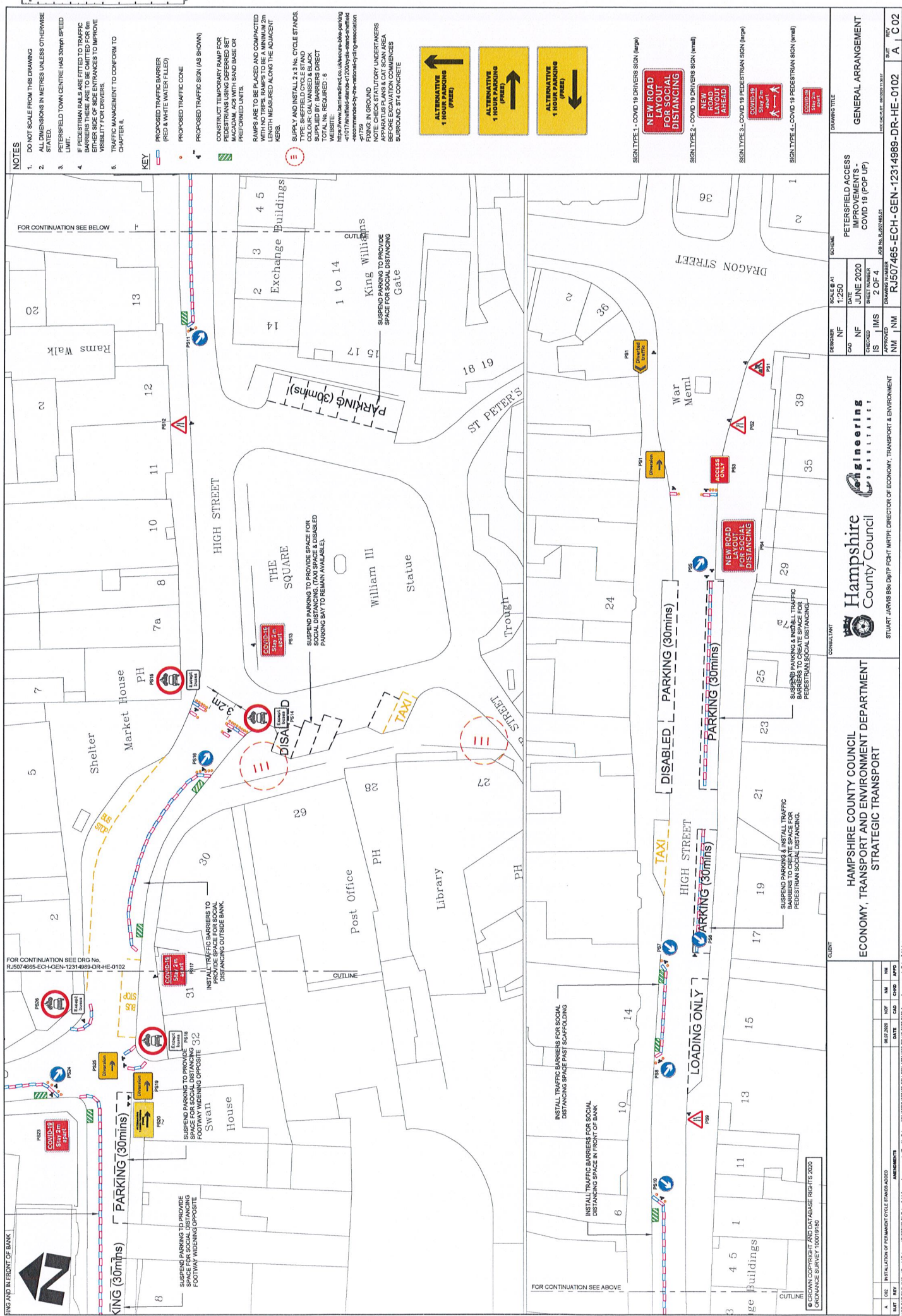
- Meet at Penns Place, Petersfield as required, but no longer than 3 months apart;
- Review terms of reference, membership and role on a yearly basis;
- Comprise relevant officers – individuals may vary depending on stages of the work programme - from each of the following organisations (*in alphabetical order*);
 - East Hampshire District Council (EHDC)
 - Community, Property and Regeneration & Place-Making (RPM) Teams.
 - Hampshire County Council (HCC);
 - Petersfield Town Council (PTC); and
 - South Downs National Park Authority (SDNPA).

The meetings (including outcomes and actions) will be closed to the public due to possible sensitivities, and any information shared in confidence must be treated as such. Information may be shared by email between meetings.

Term

The Group is set up until the end of the delivery of the Enhance East Hampshire Place-Making Strategy in 2036. The Group will review its purpose and Terms of Reference on a yearly basis (every year) on the date of the first meeting (28 May 2020) to ensure relevance and capture natural evolution of the place-making priorities and principles.





Meeting Notes

Petersfield Operational Group (POG)

As part of the Place-Making Governance for Petersfield

Date	Monday 20 th July 2020
Time	11.00am – 12.30pm
Venue	Conference call via Microsoft Teams
Attendees	EHDC – Danielle Friedman-Brown (<i>Chair</i>) EHDC – Lewis Ford (<i>Meeting notes</i>) EHDC – Michelle Day EHDC – Julie McLatch HCC – Simon Cramp HCC – Nicola Waight PTC – Neil Hitch PTC – Steve Field (<i>after 11:30am</i>) SDNPA – Chris Paterson
Apologies	EHDC – Lucy Whittle SDNPA – Gill Welsman

<i>Ref.</i>	<i>Item</i>
1.	<p>Introductions and apologies</p> <p>Danielle welcomed the group and introductions were made.</p>
2.	<p>Petersfield Operational Group (POG) Terms of Reference (ToR)</p> <p>The ToR were circulated prior to the meeting and Danielle asked if the group had any further comments; no comments were received. The ToR are now approved and will be reviewed again in May 2021.</p>
3.	<p>Meeting notes and actions from the last meeting</p> <p>The meeting notes from the last meeting were discussed and no comments were received.</p> <p>The actions from the last meeting were discussed and updates provided. A revised action log has been provided as part of these meeting notes (see below); those actions of particular note are summarised below:</p> <ul style="list-style-type: none"> • PTC Full Council to note / support the Petersfield Place-Making Governance Structure. <ul style="list-style-type: none"> ○ Neil confirmed that it is anticipated to go to Full Council in September 2020. • SDNPA to incorporate Petersfield Place-Making Governance Structure into the SDNPA Partnership Management Plan (PMP). <ul style="list-style-type: none"> ○ Chris has submitted the initial request; the governance structure will appear in the action plan rather than the PMP. • EHDC to finalise the Petersfield Place-Making Report. <ul style="list-style-type: none"> ○ Lewis hopes to finalise the report by the end of the month / early August 2020. • HCC to investigate how feedback can be collected from those with visual impairments. <ul style="list-style-type: none"> ○ Nicola explained that: <ul style="list-style-type: none"> ▪ The poster will include details for those who know individuals with visual impairment to pass on; and ▪ Letters to stakeholders (including visual impairment groups) will be circulated to gather feedback on tranche 1 and provide information about tranche 2. • EHDC to investigate how data can be captured at Castle Yard Car Park. <ul style="list-style-type: none"> ○ Danielle confirmed that the EHDC Parking Team can extract data from the pay machines. • PTC to liaise with SDNPA about non-specified s106 funding for further new map boards. <ul style="list-style-type: none"> ○ Neil confirmed that an enquiry had been made and a "Form B" will be completed in due course.

Ref.	Item
4.	<p data-bbox="225 219 879 253">Meeting notes and actions from the last meeting</p> <p data-bbox="225 293 724 327">a) Petersfield Covid Travel Measures</p> <p data-bbox="225 367 686 400">Nicola updated the group as follows:</p> <ul data-bbox="272 441 1442 667" style="list-style-type: none"> • Lavant Street travel measures have been removed to ensure wider support; • Observation survey due to start w/c Monday 20th July 2020 and to be carried out weekly; • Cars are still driving through the bus gate as there are no physical barriers; camera enforcement is not yet possible, so HCC is asking police for “friendly enforcement”. • The first four-week review is taking place and so HCC will be collecting all information received to see if travel measures can be amended. <p data-bbox="225 707 708 741">Danielle updated the group as follows:</p> <ul data-bbox="272 781 1410 891" style="list-style-type: none"> ○ The EHDC Parking Team can share data on car park usage. ○ Retailers along Chapel Street have complained that the barriers are “ugly” and prevent footfall; one retailer has moved the barriers for unloading purposes. <p data-bbox="225 931 1399 999"><u>ACTION:</u> Danielle to discuss with Neil about PTC carrying out footfall surveys across the town centre.</p> <p data-bbox="225 1039 564 1072"><u>Jersey Barriers & Planters:</u></p> <ul data-bbox="272 1113 1442 1485" style="list-style-type: none"> ○ Nicola confirmed that HCC can only use their funding on jersey barriers. ○ Danielle confirmed that EHDC were submitting a bid to MHCLG to support temporary highway measures in Petersfield. ○ Chris asked if “prettier”, “more aesthetically pleasing” barriers could be considered. ○ Nicola replied that: <ul data-bbox="363 1301 1289 1373" style="list-style-type: none"> ○ Green and white, rather than red and white, barriers are available; and ○ Planters may be more appropriate at bus gate due to space. ○ Chris confirmed that as long as travel measures (i.e. seating, bike racks, planters etc.) are permanent / can be used elsewhere in the town after temporary use is finished, then s106 funding could be explored. <p data-bbox="225 1561 635 1594">b) Petersfield Junctions Study</p> <p data-bbox="225 1635 644 1668">Simon and Nicola confirmed that:</p> <ul data-bbox="272 1709 1426 1935" style="list-style-type: none"> • The study will be issued w/c Monday 20th July 2020; • Most junctions show capacity in the future subject to enhancements; • Simon Taylor’s work will feature within Junctions Study and further work is required to produce a project prioritisation list; and • Market Town Funding will be used to carry out feasibility studies after POG has reviewed the Junctions Study and discussed which junctions should be the first to progress.

Ref.	Item
5.	<p data-bbox="225 217 794 248">Petersfield Key Projects / Partner Updates</p> <p data-bbox="225 280 799 311">a) East Hampshire District Council (EHDC)</p> <p data-bbox="225 342 973 374"><u>EHDC Local Cycling & Walking Infrastructure Plan (LCWIP)</u></p> <ul data-bbox="272 405 778 436" style="list-style-type: none"> • No further update since last meeting. <p data-bbox="225 468 1181 499"><u>ACTION:</u> Lewis to append Sarah's LCWIP written update from 7th July 2020.</p> <p data-bbox="225 530 1118 562"><u>ACTION:</u> Lewis to ask Sarah for LCWIP timeline to adoption / approval.</p> <p data-bbox="225 633 421 665"><u>EHDC Property</u></p> <ul data-bbox="272 696 1437 1184" style="list-style-type: none"> • Simon asked Michelle what assets (besides car parks) EHDC owns along the town spine and whether there were any plans or proposals for them. Michelle responded that no proposals were planned for the following EHDC-owned assets in Petersfield Town Centre: <ul data-bbox="363 795 951 987" style="list-style-type: none"> ○ Heath Road, Nos 16-18; ○ Rams Walk; ○ The Square; ○ The Square, Nos 9-10 (Barclays); ○ St Peter's Church Entrance; and ○ St Peter's Road Public Convenience Block. • Steve asked about whether a walkway between the pay & display and Dicken's Corner could be implemented. Michelle responded that Penns Place Car Park has recently been enhanced to include walkways and, although there are currently no plans to enhance the central car parks, there could be an opportunity to implement when the Festival Hall Car Park is next due to be resurfaced. <p data-bbox="225 1247 711 1279">b) Hampshire County Council (HCC)</p> <ul data-bbox="272 1310 976 1382" style="list-style-type: none"> • All key projects / discussed under Agenda Item 3. • Prioritisation of transport schemes still to commence. <p data-bbox="225 1444 679 1476">c) Petersfield Town Council (PTC)</p> <p data-bbox="225 1507 574 1538"><u>Historic/ Heritage Signposts</u></p> <ul data-bbox="272 1547 1422 1610" style="list-style-type: none"> • The project is substantially completed; however, further signage may be required outside Nationwide to ensure flow. <p data-bbox="225 1641 443 1673"><u>New Map Boards</u></p> <ul data-bbox="272 1682 1410 1776" style="list-style-type: none"> • The new map boards have been delivered in 5 EHDC-owned car parks across the town. • PTC are exploring further s106 funding to deliver additional map boards outside the Hospital, M&S, Railway Station and Tesco. <p data-bbox="225 1807 483 1839"><u>Neighbourhood Plan</u></p> <ul data-bbox="272 1848 1394 1910" style="list-style-type: none"> • PTC met before lockdown to discuss a revision to the Petersfield Neighbourhood Plan, further discussions will take place next month.

Ref.	Item
	<p>d) South Downs National Park Authority (SDNPA)</p> <p><u>“Communities in the South Downs”</u></p> <ul style="list-style-type: none"> It is anticipated that work and progress on the Petersfield Town Spine could be used to inform the “Communities in the South Downs” project regarding highways in SDNP villages. The project has been piloted in East and West Sussex and includes the development of street furniture, line removal etc. It is hoped that the project will outline solutions which parish councils can then deliver by bidding for s106/CIL monies. The HCC contact is Joe Folland (Traffic Engineer, Safer Roads and Parking Team) <p><u>South Downs Rangers</u></p> <ul style="list-style-type: none"> Voluntary rangers will be back on site in September 2020.
6.	<p>Next steps, way forward and date of next meeting</p> <p><u>Next steps and way forward:</u></p> <ul style="list-style-type: none"> Simon outlined the following way forward: <ul style="list-style-type: none"> <u>Phase 1</u>: Junctions Study, LCWIP and Project Prioritisation; <u>Phase 2</u>: Focus in investment and delivery of town spine; and <u>Interim</u>: Covid travel measures. Nicola outlined the following Department for Transport (DfT) schemes: <ul style="list-style-type: none"> £3.5m funding for Hampshire to deliver active travel in tranche 2 schemes; and £2bn nationally for cycling infrastructure [but no timeframe]. Regarding the former, more permanent travel measures in Petersfield are being considered as part of HCC’s bid to DfT. The bid will be finalised in three weeks and all measures will need to be delivered by March 2021. Steve commented that more cycle racks and car park signage could be delivered through funding from the above DfT schemes. <p><u>Date of next meeting:</u></p> <ul style="list-style-type: none"> The next POG meeting is scheduled to take place on Tuesday 29th September at 2pm via Microsoft Teams. In the meantime: <ul style="list-style-type: none"> Chris will arrange a site visit / “walk-around” Petersfield Town Centre; and Lewis will arrange a POG workshop to prioritise the transport schemes emerging from the Junctions Study and LCWIP. <p><u>ACTION:</u> Chris to arrange a site visit / “walk around” Petersfield Town Centre for PSG and POG members.</p> <p><u>ACTION:</u> Lewis to arrange a POG workshop to prioritise the transport schemes emerging from the Junctions Study and LCWIP.</p>
7.	<p>Any Other Business (AOB)</p> <p>No other business was raised.</p>

Action Log:

Action	Who	Red, Amber or Green	Progress
ADMIN			
PTC Full Council to note / support the Petersfield Place-Making Governance Structure.	PTC Officer	A	Anticipated to go to Full Council in September 2020.
Incorporate Petersfield Place-Making Governance Structure into the SDNPA Partnership Management Plan (PMP).	SDNPA Officer	A	Chris will action on behalf of Cllr Mocatta, but it will appear in the action plan rather than the PMP. Chris has submitted initial request.
Arrange a site visit / "walk around" Petersfield Town Centre for PSG and POG members.	SDNPA Officer	A	
Arrange a POG workshop to prioritise the transport schemes emerging from the Junctions Study and LCWIP.	EHDC Officer	A	
COMMUNICATIONS			
Develop a Petersfield Place-Making webpage.	PTC Officer	A	To be set up once the Petersfield Stakeholder Group (PShG) has been established.
Develop a Petersfield Place-Making logo.	PTC Officer	A	To be developed once the Petersfield Stakeholder Group (PShG) has been established.
Finalise Petersfield Place-Making Report.	EHDC Officer	A	In progress.
Explore development of an interactive neighbourhood plan / place-making map with EHDC Data & Intelligence Team.	EHDC & PTC Officers	A	EHDC RPM Team to chase EHDC Data & Intelligence Team.

Action	Who	Red, Amber or Green	Progress
TRANSPORT (Junctions Study)			
Share Petersfield Junction Study once finalised.	HCC Officer	A	The study is currently being finalised and will be circulated w/c Monday 20 th July 2020.
TRANSPORT (Covid Travel Measures)			
Investigate how feedback can be collected from those with visual impairments.	HCC Officer	G	Posters will include details and letters to stakeholders (including visual impairment groups) will be circulated to gather feedback on tranche 1 and provide information about tranche 2 schemes.
Investigate with the EHDC Parking Team how data can be captured at Castle Yard Car Park.	EHDC Officer	G	The EHDC Parking Team has confirmed that data can be extracted from the pay machines.
TRANSPORT (Local Walking & Cycling Infrastructure Plan [LCWIP])			
Circulate LCWIP feedback summary once finalised.	EHDC Officer	A	
Append Sarah's LCWIP written update from 7 th July 2020.	EHDC Officer	G	Circulated with these meeting notes.
Circulate LCWIP timeline for adoption / approval.	EHDC Officer	A	
Discuss the priority transport schemes for Petersfield.	EHDC & HCC Officers	A	To be actioned once Petersfield Junctions Study and the EHDC LCWIP are finalised.

Action	Who	Red, Amber or Green	Progress
PETERSFIELD TOWN COUNCIL (PTC) PROJECTS			
Share communication material with EHDC and SDNPA to promote the Historic / Heritage signposts.	PTC Officer	G	Shared with EHDC on 21 st July 2020.
Liaise with SDNPA about non-specified s106 funding for further new map boards.	PTC Officer	A	PTC has enquired with SDNPA and a "Form B" will be completed in due course.
Discuss with Neil about PTC carrying out footfall surveys across the town centre.	EHDC Officer	A	

Petersfield Operational Group (POG)

Terms of Reference (June 2020)

The Group forms part of a three-tier governance structure for place-making in Petersfield.

Purpose

To develop, co-ordinate, facilitate and deliver the “Petersfield Place-Making Action Plan” in order to achieve the overarching place-making priorities and principles set out in the Enhance East Hampshire Place-Making Strategy (September 2019).

Principles

- To share best practice gathered from the delivery of the action plan;
- To avoid duplication of roles, responsibilities and services;
- To promote joint working between organisations to ensure sustainability and longevity of project resources, finances and viability;
- To build on, and be informed by, the Petersfield Neighbourhood Plan (NP) as appropriate; and
- To provide updates to, and engage with, all groups within the governance structure.

Roles & Responsibilities

Although the group’s approach will evolve as the place-making programme for Petersfield continues, the group will enable collaborative working and support amongst partners. The group will have the following roles and responsibilities:

- To develop the “Petersfield Place-Making Action Plan” to achieve the overarching place-making priorities and principles set out in the Enhance East Hampshire Place-Making Strategy;
- To develop the Petersfield Town Spine (as set out in the NP) as part of the above action plan;
- To collate, analyse and interpret data and intelligence to inform the programmes / projects identified in the above action plan;
- To develop, oversee, coordinate, work collaboratively, seek funding for, and deliver the programmes / projects identified in the above action plan;
- To establish a set of performance indicators to measure and monitor the programmes / projects identified in the above action plan;
- To establish sub-working groups, where appropriate, to ensure delivery of the programmes / projects in the above action plan;
- To form a communications plan and protocol for information sharing and public engagement;
- To support the normal / statutory routes for raising concerns and influencing outcomes;
- To report on progress to, and be steered by, the Petersfield Strategy Group (PSG); and
- To inform on progress to, and engage with, the Petersfield Stakeholder Group (PShG).

Further to the above, any programme / project proposed for inclusion in the action plan (once developed) will be reviewed by the group, along with the Petersfield Strategy Group (PSG), to ensure that the proposal:

- Does not overlap with an identified programme / project;
- Where possible, compliments an identified programme / project; and
- Aligns with the overarching place-making priorities and principles set out in the Enhance East Hampshire Place-Making Strategy (September 2019).

Membership, meeting frequency & format

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Update on the Local Cycling and Walking Infrastructure Plan

Public engagement

The emerging EHDC Local Cycling and Walking Infrastructure Plan (LCWIP) was out for public engagement for a 6- week period during Feb/March 2020.

1,422 responses were received:

- 85% of responses were from residents
- 9% of responses were from visitors
- 6% of responses were from business owners/workers.

District wide responses were:

- Overall, most respondents are currently walking/cycling for leisure/recreational purposes, rather than as a sustainable mode to work or education.
- For walking the desire is to be able to access local shops and destinations, and the measures identified that would support this were good quality pavements, safer crossings and reduced speed limits.
- For cycling the desire is for long-distance recreational rides, local journeys and longer distance destinations. The measures identified that would help to support this were segregation from traffic, well connected routes and secure cycle parking. There was also an indication that 5% of respondents want to be able to cycle to work.
- Respondents were asked to rate their top priorities. The responses to this were consistent in relation to both cycling and walking, but also consistent across the whole district, irrelevant of settlement size, and across the different age ranges.

The priorities were ranked in the following order:

1. Safer walking and cycling routes to various locations/destinations.
2. Improvements to rights of way, and long-distance trails.
3. Connecting villages to towns.
4. Improving links within the town/village centres.
5. 20mph speed limits in town/village centres.
6. Traffic calming measures e.g speed humps.

Petersfield specific responses

The highest response rate across the District was received from the Petersfield area.

Several open-ended responses were provided in relation to specific routes:

- Support was given for the Petersfield to Midhurst route.
- Support was given for routes that improve connections to the wider countryside, including to South Harting and Rogate.
- A number of positive comments were made regarding the Riverside walk, but there were concerns over conflict with traffic at either end of the route.

In terms of infrastructure, respondents from the Petersfield area felt the following were important:

- Good quality pavements.
- Improved access to and maintenance of local rights of way.
- Safer road crossings.
- Unobstructed pavements.
- Reduced traffic speeds.
- Better links to local parks and open space.
- Good street lighting.
- Good signage.
- More seating along the way.
- Access to more public toilets.

Next Steps

The consultants have added in a chapter relating to the public engagement and are currently updating the final maps in the Technical document, which will then provide the evidence base of infrastructure need across the District.

A report will go to Cabinet in the Autumn to endorse the Strategy.

The next step is to work on the prioritisation of schemes detailed in the Technical document. This work will sit as a separate document to the evidence base, which will then be reviewed and updated on an annual basis.

Discussions are ongoing with HCC to as to whether they would be able to bring forward this work through their traded services function. This would ensure the EHDC LCWIP has been prioritised in the same format as the other County LCWIPs and would also put us in a stronger position for future funding bids.

There will also be ongoing work between EHDC and HCC in relation to the Petersfield Junction Study work, and how the LCWIP can be used to inform the list of transport schemes in Petersfield.

Information on the LCWIP will be uploaded, in due course, onto the Council website via the following page www.easthants.gov.uk/cycling-walking-strategy.

Sarah Hobbs
07.07.2020

SITE	PROJECT	CRITERIA (with weighting)	PRIORITY	STATUS	ESTIMATED COST	FUNDING SOURCES	TARGET DATE	COMMENTS	PNP	Criteria 1: Positive impact on the community (including different sections of the community)	Criteria 2: Landscape and visual appearance	Criteria 3: Deliverability	Criteria 4: Safety	Criteria 5: Carbon neutrality/sustainability value	Criteria 6: Economic value
Children's Play Areas	Upgrade of all play areas		C	In Progress	£ 175,000	Developers Contribution	2020	Peens Farm - Transfer to Projects?	GP 2 & 4	3	2	5	1	2	3
Festival Hall	Proposed extension to include kitchen, toilet facilities, relocation of sound and lighting desks plus office/rehearsal space, improved ventilation/air conditioning, replacement of boilers			RIBA 2	£ 8,600,000	PTC	2021	Current single storey extension provided as a temporary building over 40 years ago. Issues exist re water ingress as well as services beneath floor. Urgently needed facilities to provide a quality theatre/multi-purpose hall for community use with potential for commercial use.		3	2	2.5	4	4	3
Festival Hall	Sprinkler System Installation				£ 175,000		2021	Desired as an addition to the Festival and town hall following the fire of 2008. Planned now in medium term.		3	2	2.5	4	4	3
Festival Hall	Double glazing to Rose Room, Changing Rooms and Offices		A	RIBA 2	£ 50,000		2021	Windows to Rose Room and commercial offices on first floor of Festival Hall are now barely weather-proof. Redecoration has extended their life a bit. Needed as a priority.		3	2	2.5	4	4	3
Festival Hall	Lowerable lighting bars and lights for theatrical purposes			RIBA 2	£ 70,000		2021	Requested by theatrical groups as an improvement to existing facilities to speed up set up and take down from shows as well as improve health & safety matters.		3	2	2.5	4	4	3
Festival Hall	Town Hall refurbishment			RIBA 2	£ 55,000		2021	Plans to refurbish ladies toilets in Town Hall as facilities now looking tired.		3	2	2.5	4	4	3
Festival Hall	Town Hall refurbishment			RIBA 2			2021	Town Hall Reception area in need of refurbishment to improve access and working conditions for the public and staff alike.		3	2	2.5	4	4	3
Footpaths	Provision of footbridge over A3 for pedestrians using footpaths to be located between Winchester Road roundabout and southern part of town				£ 500,000	HCC most likely	2030	Long term aspiration		3	2	2	5	3.5	3
G2a Green Space east of Causeway Farm/Sussex Meadows	NEP2 Green Network and Open spaces		B	Break down for SONPA funding	£ 75,000	over 5 years	Sep-20	New Allocation - drainage, planting, cycle access to TFS? (LOWP), access to Sussex Road -	PTC IDP includes - G1, G3, G5, G7, G8, G9, G10 and G11 - need to rationalise and co-ordinate	5	5	5	4	4	4
G3 Timmore Brook	NEP2 Green Network and Open spaces		B		£ 500,000		2021	New Allocation - planting, access	PTC IDP includes - G1, G3, G5, G7, G8, G9, G10 and G11 - need to rationalise and co-ordinate	4	5	2	2	1	3
Timmore Brook Criddell Stream	NEP3 Streams' enhancement		B		£ 100,000			Landscaping and improvements to Timmore Brook within Main Car Park and Criddell Stream to west of Town Centre - Swan Street Car Park and Franchmans Road	TOS 11.1.4	4	5	2	2	1	3
G4 North of Buckmore Farm	NEP2 Green Network and Open spaces		B		£ 250,000	CI Funding	2021	New Allocation - creation, planting, access - Bid for S106 or CL when planning goes through - Footpath to link up with Bell Hill	PTC IDP includes - G1, G3, G5, G7, G8, G9, G10 and G11 - need to rationalise and co-ordinate	5	5	3	4	4	4
G5 Merritts Meadow	NEP2 Green Network and Open spaces		B		£ 100,000		2020	New Allocation - drainage, removing PTC IDP includes - G1, G3, G5, G7, G8, G9, G10 and G11 - need to rationalise and co-ordinate		4	5	3.5	3	4	2
Merritts Meadow North	Renovation of derelict meadow and water courses through meadow				£ 50,000		2016	Depending on when or whether area is transferred to PTC ownership. Currently in residential ownership		4	5	3.5	3	4	2
General	NEP7 Biodiversity BAP		B		£ 50,000			Biodiversity Action Plan - planting, preservation and management - example L-free Plan	Biodiversity Action Plan - NCP7	5	5	4	2	5	3
General	Improved Cycle ways		C		£ 1,000,000			See LOWP above	GAP1, 2, 3 & 4	3.5	2.5	4	5	5	3.5
Hangers Way	NEP6 Links to countryside		B		£ 3,300			Signage	HCC and SDNP	3	2	4	2	3	4

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Lavant Street	National Park Gateway Project	A		£250-300,000	Part of Town Spine		Plans to plant trees to create an avenue type of feel, shared space scheme at railway station entrance; reduction in road width and increase in pavement width to deter inappropriate parking and speed of travel plus encourage pedestrians; provision of cycle racks; alteration of road priorities along Lavant Street at Charles Street junction and also raised crossing points at junctions with Charles Street and Chapel Street plus near footway to Swan Street car park.		5	5	2	4	5	4
Love Lane Playing Fields	Refurbishment of Pavilion including sewerage and facilities			£ 50,000		2020	Pavilion currently used by Nursery and Juniors football club but not really suiting either group in present state. Planned re-organisation of internal aspects of building plus sewerage service and water drainage separately.		3	1	4	1	3	2
Love Lane Playing Fields	Youth Facility Building	A		£ 4,500,000	In tandem with Alternative Funding raised by the FYP	2025	Part of the vision from Neighbourhood Plan. Any re-structuring of the existing Pavilion would be intended to be incorporated within the new building footprint if possible. Provision of facility is seen as being a long term aim. Dependent on Community Centre move	CP7 & CP3 - Long term aspiration	4	2.5	1	1	4	2
Love Lane Playing Fields	Construction of a community park			£ 250,000		2025	Planned to be constructed in conjunction with the new Youth/Community Facility Building to provide an attractive community park.		4	2.5	1	1	4	2
Love Lane Recreation Ground	Phase 2 of Skatepark			£ 150,000		2021	Planning permission received. Funding now needed. Footprint of extension agreed to include skatepark facilities for the disabled – the first in the county.		3	2.5	3.5	1	2	3
Peans Place Playing Fields	Extension to football pitches, provision of changing facilities	A		£ 2,000,000		2020	Peans Field B is to be converted into new football pitches with a new changing facility for football to be provided plus an appropriate store for the Town Juniors and PTC grounds staff. Dependent on Peans Field A.	CP4 & CP5	4	3	5	1	3.5	3
Peans Place Playing Fields	Provision of rugby club all-weather pitch			£ 400,000		2020	Funding required for project and precise site on the Peans farm complex still to be agreed. Potentially could replace existing rugby training pitch. Dependent on the Peans Farm.	7 should this be removed	5	3	2.5	1	1	4
Serpents Trail	NEPS Links to countryside	B		£ 3,300			Signage for clearance how about approaching Monday Club to keep paths clear - Management Plan?	HCC and SDNP	4	3	5	1	4	3
Shipwrights Way	NEPS Links to countryside	B		£ 3,300			Signage for clearance how about approaching Monday Club to keep paths clear - Management Plan?	HCC and SDNP	4	3	5	1	4	3
Avenue	Provision of new play area			£ 60,000		2020/21	New Play Area							
The Avenue Pavilion/Playing Fields	Refurbishment of Pavilion to include new ceiling, windows, heating system, lights and toilets			£ 150,000		2020	Heating system currently adequate but only just. Building would benefit from greater fuel efficiency measures. Adopt an eco approach. To be re-considered when Festival Hall decision made. Budget request for new kitchen 2020-21							
The Heath	Refurbish and improve existing poor toilet facilities		Firm Plan	£ 100,000		2020/21	Current toilets are very poor and do not reflect well on the town or the Council. The Heath is heavily used by visitors and improved facilities are required sooner rather than later. - Bids out for 2021-23 - 10K							
The Heath	Replace boardwalk along Sussex Road			£ 50,000		2020	Current facility is well used but showing signs of age. Maintenance keeps it in acceptable condition. Combine in project with bank stabilisation Planned 2022	Currently an active project						

The Heath	Major project including erosion control around play area, treatment to Pond margins re erosion, possible creation of extra space for play and sports				£ 675,000	Possible Heritage Lottery bid	2020	NPA involvement and grants. Project likely to be funded over several years with work commencing on erosion control and bank erosion in 2015/16		Currently an active project
Penns Place Gym + Playing Area	Sports, woodland, running, cycling, dog walking, adult gym exercises and fitness						2025			
The Heath	Heath access			Heath Road barrier complete	£ 70,000		2020	Heath Road car park surface is poor. No plan to tar-mac surface as don't wish to urbanise the area. Sussex Road car park will need re-surfacing in the not too distant future. Desire to create a series of way-marked walks around the Heath taking in the points of interest (Ind. Tunnel) and connecting with the footpath network leading out of town.		
Town Centre	Scheme around town centre to develop a shared-space pedestrian scheme		A		£ 500,000		2025	Neighbourhood Plan Scheme to create a shared-space scheme from the railway station in Lavant Street through to the bottom of the High Street. Details to be confirmed.	GAP1, GAP2, GAP3, GAP4 TDS 9.1 Movement	Now on project list
Town Centre	Improvement to Conservation Area. Parking, street furniture, trees, removal of overhanging trees		A		£ 300,000			GMAP Action Plan p.58 TDS 10.1 Overhead lines	BEF1, BEF2, BEF3	
Town Centre	Improvements to car parks - Central, Swan Street and Festival Hall + new car parks. Tesco and Station		A		£ 1,500,000	S 106, SNUP CL, SMT trains		TDS 11.1.5 Central Car Park, TDS 11.1.3 Swan Street and BT Exchange, TDS 11.2.6 Festival Hall Car Park	GAP5, GAP6, GAP7 and GAP8	
Town Centre	Additional Cycle racks		C		£ 25,000			[EHQ2]	GAP1 TP2 & 3	
Town Centre	Interactive Tourist Information Kiosk/Board		C		£ 50,000		2020	Beall Hill car park resurfacing		
Various Ground Improvements	Improvements to car park surface at Beil Hill, and install path from car park to road				£ 10,000					
Various Ground Improvements	Fencing to Beil Hill play area				£ 15,000					
Support for LCWIP	Design preparation for dangerous road junctions				£ 5,000					
Update Bus Shelters with Real Time Information	Bus Shelters				£ 5,000					

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3 Place Making Project

4 Funds available for
Specification - budget
requested

4 Aspiration Score with next Love Lane entry

4

4

4

4 PTC not involved

4 Within Parish Boundary SDNPA Management Plan

4 Within Parish Boundary SDNPA Management Plan

Pending work to Festival
Hall

Part of Pond Stabilisation

Part of Pond Stabilisation

New

[Link to Peasefield Project](#)

[Link to Buknoro Farm Development](#)