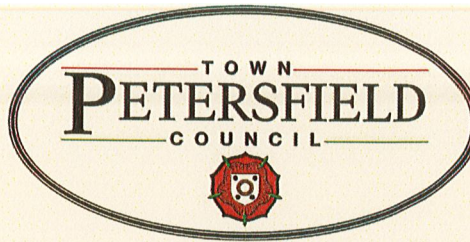


NEIL HITCH
Town Clerk

Tel. (01730) 264182
Fax. (01730) 231164

e-mail admin@petersfield-tc.gov.uk
www.petersfield-tc.gov.uk



*The Town Hall
Heath Road
Petersfield
Hampshire
GU31 4EA*

8th October 2020

Dear Councillor

I hereby summon you to attend a meeting of the Grounds Committee to be held on **Thursday 15th October 2020 in the Town Hall Council Chamber, Heath Road, Petersfield, commencing at 6.30 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/> with meeting ID: 874 1743 7141 (members of the public are asked to email committee.admin@petersfield-tc.gov.uk by 5.p.m on the day of the meeting for the password).

Yours sincerely,

Neil Hitch
Town Clerk

AGENDA

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 the minutes of the Grounds Committee meeting held on 17th September 2020 (*previously distributed*).
6. Public Representation - Councillors to receive representation (including items 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 and consider a request from BMF with Bear Grylls to hold an outdoor fitness class on the Heath (*attached*).
8. To receive and note the Grounds Report (*attached*).
9. To receive and consider an update from Petersfield Rugby Football Club regarding new pitches at Penns B (*attached*).
10. To receive an update on the draft Heath Management Plan (see <https://www.petersfield-tc.gov.uk/schedule-of-committee-meetings-may-2020-april-2021/> next to the entry for the agenda to access the documents).
11. To receive and consider the maintenance plan from 5 Rivers Environmental Contracting for the Heath Pond Bank Stabilisation project (*attached*).
12. To consider a suggestion to turn the 'Sammy the Snake' rock collection at the Heath into a permanent feature at the Heath.
13. To receive and consider a request from Save the Children for a Teddies to Meet Santa event on the Heath on Saturday 5th December (*attached*).
14. To consider the role of tree wardens on Town Council land.
15. To receive an update on issues relating to the Ramshill Estate (*verbal*).

Confidential

16. To receive and consider any staff or confidential matters

~ End

Ref: 200916/TJ/PTC/01

Kathryn Ellis-Blandford
The Town Hall
Heath Road
Petersfield
Hampshire
GU31 4EA



16/09/2020

Dear Kathryn,

Further to a discussion I had with you recently I write to seek the permission (in principle) of the Town Council for running outdoor fitness classes at The Heath, in accordance with the fitness groups policy and rules. I have recently become a franchisee of BMF with Bear Grylls and we are on a mission to get the UK active outdoors! BMF run professional, high quality, well organised outdoor fitness classes – more information can be found at www.bemilitaryfit.com. BMF also has a strong emphasis on community, creating and strengthening ties between members and holding regular social events that bring income to local venues.

My reason for writing is that I am in the process of developing a class timetable (partly dependent on venue), arranging insurance etc, so cannot fully complete an 'Open Space Group User' form at this time. However, I must propose a venue to my franchisor for approval and cannot do so without being sure it can be used in the intended way. At present I am able to provide the following outline information:

- A typical timetable would be classes at 0700, 0930, 1900 or similar times, initially anticipated on 3 days per week, increasing dependent on demand.
- Activities include bodyweight and minimal equipment workouts (e.g. marker cones, resistance bands, kettlebells).
- Music is not used during classes.
- A meeting point will be designated and listed on the BMF website, with any instructions that members need to adhere to if necessary (e.g. avoid use of a particular location for parking).
- My planned launch date is TBC, anticipated end of October/beginning of November. Ideally there would be some taster sessions in the 3-4 weeks leading up to this.
- BMF operate a strict social distancing and hygiene protocol named BMF-20 at all venues to guard against the spread of COVID-19.
- All risk assessments, insurances etc. will be in place at the time of launch.

If approval in principle is granted and the venue is submitted to and approved by my franchisor, I would complete a group user form as soon as practicably possible. If necessary I would be happy to further discuss arrangements with the Town Council to ensure the environment of The Heath is protected, users are not unnecessarily disturbed and conflicts with other activities are avoided, but in the meantime I hope this information is helpful. Now more than ever it is so

important that our communities are as active and healthy as possible, and I sincerely hope that I can work with you to encourage this in Petersfield.

I would like to be able to submit my venue as soon as possible for approval, as it would be helpful to get classes underway before winter sets in. Should you have any queries or wish to discuss this email I would gladly speak with you and may be contacted on 07815 687 108, or by email via tom.jenner@bemilitaryfit.com.

Kind regards,



Tom Jenner
BMF Franchise Operator

→
BE MILITARY FIT
REMILITARYFIT.COM

→
TOM.JENNER@BEMILITARYFIT.COM
+44 (0)7815 687 108

→
67 POPLAR WAY, MIDHURST
WEST SUSSEX, GU29 9TB

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Committee Admin

From: Tom Jenner <tom.jenner@bemilitaryfit.com>
Sent: 30 September 2020 09:46
To: Kathryn Ellis-Blandford
Cc: 'Steve Field'; 'Doug Budd'; 'Committee Admin'
Subject: RE: Outdoor Activity Application - Petersfield Heath

Dear Kathryn,

Thank you for your response. This is understandably disappointing, although I appreciate the reason. It is important to manage the pressures placed on outdoor spaces such as the Heath to preserve their special qualities.

I would just say that as a former landscape architect and manager I feel well placed to ensure any impacts are minimised compared to other fitness instructors. Sustainability is an important part of the BMF approach and I would normally expect to be paying a fee for the licencing/upkeep of any site used for classes. Regarding coronavirus, BMF wrote the guidance provided to UK Active for outdoor activities which is embodied in the BMF-20 protocol, so are well placed when it comes to operating safely and responsibly in these challenging times.

When you say you will come back with more information, is this regarding where the Town Council and Grounds Committee would consider the most suitable alternative site within Petersfield, or more to do with policy moving forward for all enquirers? Do you have an anticipated timescale for this? Winter is on the way and I need to find a site, either in Petersfield or elsewhere, as soon as possible.

Please don't hesitate to contact me on 07815 687108 if it would be helpful to discuss further. Many thanks.

Kind regards,

Tom



TOM JENNER
BMF FRANCHISE OPERATOR

TOM.JENNER@BEMILITARYFIT.COM

BE MILITARY FIT
BEMILITARYFIT.COM

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From: [Kathryn Ellis-Blandford](#)
Sent: 30 September 2020 09:15
To: [Tom Jenner](#)
Cc: ['Steve Field'](#); ['Doug Budd'](#); ['Committee Admin'](#)
Subject: Outdoor Activity Application - Petersfield Heath

Good morning

Thank you for your letter dated 16/09/2020 in which you seek permission to run an outdoor fitness group on the Heath.

Since the coronavirus restrictions came into play we have seen a dramatic

increase in the number of groups wanting to operate in our green spaces and this has prompted us to review the process as a whole. The item will need to be considered by the Grounds Committee and I will come back to enquirers as soon as I have more information.

In the meantime we have identified that the Heath is already heavily used for a number of purposes and so we would urge you away from using this space as a venue.

If it was specifically the Heath that you were interested in using then unfortunately we will not be able to cater for this.

With kind regards

Kathryn Ellis-Blandford
Office Administrator
Petersfield Town Council
The Town Hall, Heath Road, Petersfield, GU31 4EA
Telephone: 01730 264182
Web: www.petersfield-tc.gov.uk

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In accordance with the new GDPR regulations May 2018 - If you no longer wish to receive general information from the Council please inform us by return.

-----Original Message-----

From: Scanner <scanner@petersfield-tc.gov.uk>
Sent: 21 September 2020 08:44
To: Kathryn <admin@petersfield-tc.gov.uk>
Subject: Scan 21/09/2020 08:43

Scanned from MFP12034604
Date:21/09/2020 08:43
Pages:2
Resolution:300x300 DPI

NOTE: WE ASK YOU TO READ OUR EMAIL DISCLAIMER ON OUR WEBSITE
HERE<<https://www.bemilitaryfit.com/email-disclaimer>>

NOTE: WE ASK YOU TO READ OUR EMAIL DISCLAIMER ON OUR WEBSITE [HERE](#)

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

- October maintenance schedule.

Love Lane Playing Fields

- October maintenance schedule.
- Autumn fertilise of football pitches.

Penns Farm Playing Fields

- October maintenance schedule.
- Autumn Fertilise of sports pitches.

Bell Hill Recreation Ground

- October maintenance schedule

Paddock Way

- October maintenance schedule.

Woods Meadow

- October maintenance schedule.

Ramshill

- October maintenance schedule

Borough Rd

- October maintenance schedule

High Meadow

- October maintenance schedule

Avenue

- October maintenance schedule.
- Hedge cutting.

ASB

- Green for all sites.

Dugg Budd
Grounds Manager
8th October 2020

Committee Admin

From: Stuart Barden <StuartBarden@bardenfm.co.uk>
Sent: 06 October 2020 17:33
To: Neil Hitch; jamie.matthews@petersfield-tc.gov.uk; james.deane@petersfield-tc.gov.uk; peter.bisset@petersfield-tc.gov.uk; 'Sophie Fisher'; john.lees@petersfield-tc.gov.uk; zoe.parker@petersfield-tc.gov.uk; zoe.parker@petersfield-tc.gov.uk; 'grounds'
Cc: 'Jamie Matthews'; 'James Deane'; 'Rob Mocatta'
Subject: RE: Petersfield Rugby Club - SDNP/18/06574/FUL

Neil,

Thanks for this note.

For clarity – we have no issues leaving the hedge in on Safeguarding grounds
 Our wish to remove it was entirely cost based to install Pitch 3 adjacent to Pitch 2 for floodlighting etc.

I will complete the pre-app paperwork for lighting on Pitch 4

In an ideal world – I'd like to plough up and start the pitch works in Penns B ASAP
 I can provide tractors and drivers and boys to dig out the bushes in Penns B

When can we start?

Perhaps a meeting with Dugg to get a plan of action together would be a starting point.

Best Regards

Stuart Barden
 Managing Director



Tel: 0845 2411 511 MB: 07899922252
 Email: sbarden@bardenfm.co.uk

Registered Office:
 Concorde House, Langrish, Petersfield. HANTS. GU32 1RJ

This e-mail is confidential, intended only for the named recipient(s) above, and may well also be legally privileged. If you have received it in error, you are on notice of its status. Please notify us immediately by reply e-mail and then delete this message from your system. Please do not copy it or use it for any purposes, or disclose its contents to any other person: to do so could be a breach of confidence. Please contact us on +44 (0) 845 2411 511 or email info@bardenairport.co.uk if you need assistance.
 Thank you for your co-operation.

From: Neil Hitch <clerk@petersfield-tc.gov.uk>
Sent: 06 October 2020 17:15

To: Stuart Barden <StuartBarden@bardenfm.co.uk>; jamie.matthews@petersfield-tc.gov.uk; james.deane@petersfield-tc.gov.uk; peter.bisset@petersfield-tc.gov.uk; 'Sophie Fisher' <committee.admin@petersfield-tc.gov.uk>; john.lees@petersfield-tc.gov.uk; zoe.parker@petersfield-tc.gov.uk; zoe.parker@petersfield-tc.gov.uk; 'grounds' <grounds@petersfield-tc.gov.uk>
Cc: 'Jamie Matthews' <jamie.matthews@thedigitalnetwork.org>; 'James Deane' <deane2hogg@ntlworld.com>; 'Rob Mocatta' <robert.mocatta@btinternet.com>
Subject: RE: Petersfield Rugby Club - SDNP/18/06574/FUL

Stuart

Thank you for the attached.

By way of clarification, PTC did apply for change of use for the entire Penns Field site back in early 2019. Recreational & sports use was approved for the current sports pitch area and recreational use was approved for Field B – despite the fact that it is the same planning classification.

I also seem to recall that the rugby club had said in the past that if rugby pitches were placed in Field B and the hedge left in-situ then they would not be usable because of the risks involved from a child protection perspective. Would that still be the case or has this assessment changed please?

The Council has no difficulty with the club pursuing the planning application for floodlighting as suggested.

Kind regards

Neil R Hitch
Town Clerk
Petersfield Town Council
The Town Hall, Heath Road, Petersfield, GU31 4EA
Tel: 01730 264182 Fax: 01730 231164

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From: Stuart Barden <StuartBarden@bardenfm.co.uk>
Sent: 01 October 2020 10:18
To: jamie.matthews@petersfield-tc.gov.uk; james.deane@petersfield-tc.gov.uk; peter.bisset@petersfield-tc.gov.uk; Sophie Fisher <committee.admin@petersfield-tc.gov.uk>; john.lees@petersfield-tc.gov.uk; zoe.parker@petersfield-tc.gov.uk; zoe.parker@petersfield-tc.gov.uk; Neil Hitch <clerk@petersfield-tc.gov.uk>; 'grounds' <grounds@petersfield-tc.gov.uk>
Cc: Jamie Matthews <jamie.matthews@thedigitalnetwork.org>; James Deane <deane2hogg@ntlworld.com>; 'Rob Mocatta' <robert.mocatta@btinternet.com>
Subject: FW: Petersfield Rugby Club - SDNP/18/06574/FUL

Dear Members of the PTC Grounds Committee,

I hope you don't mind me sending a blanket e-mail, but following my presentation at your recent meeting, there have been some developments around our Penns B planning application I wanted to make you aware of.

Please see below the e-mail chain below, correspondence between Nicky Powis (EHDC Planning Officer) and myself on the Penns B matter

Please find attached the official rejection Notice with respect to our Application for Penns B.

From my presentation, we were expecting the Rejection and I have provided new plans for the area – PRFC Sports Pitch Positioning – 4 (attached), leaving the hedge (which has caused so much debate) untouched apart from ongoing maintenance.

We now need to progress this new design with the Planners for which I see two issues to address:

1. By Petersfield RFC.

1.1 Complete pre-application paperwork for the relocation of Pitch 4 and installation of floodlights.

Whilst I am awaiting confirmation details for the design, my thoughts from information previously submitted are that we will be able to demonstrate that the floodlights will not spill light into the SINC or the hedge and conform the SDNP Dark Skies EO Policy.

We will also install timers to ensure the lights shut off at 9.30pm in line with their previous requirement – the environmental officer had no issues with this arrangement previously

I personally cannot see what issues they can raise – the pitch exists currently, there will be no light spillage, no animals are affected

1.2 We will have the pre-application meeting

1.3 We will provide a Planning Application based on our discussions in 1.2

2. By PTC – Change of Use of the Penns B Area

2.1 The existing Penns Field are currently listed as agricultural – although sport has been played on them for 30 years+

2.2 My understanding is that the change of use application by PTC previously was turned down due to a technicality of not providing enough information in respect to Penns B as part of the overall Penns Field application.

2.3 If we are to install 2 rugby pitches in Penns B (not touching the hedge – which we want to) then PTC need to apply for change of use.

My understanding is that The Change of Use needs to be a Planning Application, such that there is a time limit on a response from the Planners – as previously they sat on it for months.

This needs to be checked and the Club will be very willing to help put this information together with you

In leaving the hedge in situ and undertaking the new scheme – the costs of overall works is greatly reduced as we will not have to remove hedgerow and move earth etc. – but simply plough up Penns B and process to flat pitches, stone pick and install land drainage and plant grass

With a large farming community as Rugby Club members and one of them providing grass seed to us annually – together with self-help labour from the club this could be undertaken quickly to further reduce costs.

Part of me also cannot see how the planners can dictate what you as the owner do in the field

Currently it is used by dog walkers – that will continue

The animal life in the field itself is minimal (3 slow works seen in 2 years – we have the Ecological Report)

The benefits to the Community in team sport (exercise, mental health help etc.), particularly during and post COVID fall in line with what the Government wants and the scheme falls in line with the Neighbourhood Plan for a Sports Hub for this particular area.

Can I please request that you consider the above and come back to me.

I intend to submit the pre-application paperwork early next week and get the ball rolling with respect to floodlights – unless you have an issue with that.

I look forward to hearing from you

Best Regards

Stuart Barden
Managing Director

Maintenance Instructions:

- Hydroseeded areas to be watered as required. The area along the north east bank will have a greater requirement for watering as it was hydroseeded during the second hydroseeding session on 27.08.20.
- Once per week recommended. Areas hydroseeded during the first hydroseeding session on 10.08.20 have begun to establish, therefore require less rigorous watering.
- Watering recommended if there is a significant lack of rainfall.
- Willow shoots to be pulled within reed beds as often as is feasible. Green netlon fencing to be checked twice per week and road pins erected if they have been removed or damaged.
- Area of golden amber path gravels installed in front of cladding area to be checked monthly for loss of gravels. Gravels should be replaced and compacted if the edge of the boards become exposed.
- Residual risks:**
 - Uneven wet surfaces with a risk for slips, trips, and falls.
 - Take care when undertaking maintenance looking out for holes, trip hazards and uneven areas
 - All works to be undertaken manually due to the proximity to the watercourse and the risks of using machinery on uneven ground.
 - Appropriate PPE to be worn for working near water.



- Constructed islands
- Flex MSE installation
- Bank reinstatement and marginal planting
- DDA approved boardwalk - 154.5m long
- Planted trees
- Peninsula fishing swims
- Revetment
- Gravels
- Petersfield Lake
- Existing trees to remain

NOTES:
Hydroseed mix containing pond edge and drought tolerant grass species mix.

Reedbeds plug planted with *Typha Latifolia* and *Phragmites Australis*.
Native Marginal plant species include:
Iris pseudacorus
Callia palustris
Carex acutiformis
Juncus effusus
Myosotis scorpioides
Lythrum salicaria

Site Location Information -
NGR: SU 75283 22851
Postcode: GU31 4LA

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11/05/2020 AS BUILT MK JN RS
Ver: Ver: Date Status

Five Rivers
ENVIRONMENTAL CONTRACTING

Meadow Barn
Salisbury
Wiltshire
Tel: 01722 783041
www.fiverivers.com
SP4 6ND

Petersfield Town Council

Project
1918 - Petersfield Heath Pond

Title
Petersfield As Built General Arrangement and Maintenance Plan

Drawing number
SP/1918/01AB
Scale
1:1,500 @A3

Teddies to meet Santa

Venue: Petersfield Heath

Date: Saturday 5th December 2020.

Start: 3.45pm

The heath play area should be quiet as it will be dark at this time of the year.

The event is planned to have 3 areas of activity, this will mean that social distancing can be practiced with ease.

There will be at least 2 members of the Save the Children (STC) committee to steward each area. This will ensure that people stay in their family bubble of no more than 6 at all times and maintain the 2 metre distance.

Area 1

This is by the children's slide. A table will be positioned where an STC member will sit. Teddy Bears will be placed on the end of the table where the steward will place a clip on the bear and put it in a basket which will have a plastic bag inside.

When the whole of the family has deposited their bears the basket will be taken to the slide where another steward will take it to the top of the slide and clip the bear onto the zip wire.

Once all of the basket are down the bears will be placed back into the plastic bag and taken to the collection point, which will be away from the table. The owners collect the bears and then move on. I envisage the event moving round the Heath in a one way system. All Stewards will sanitise their hands before and after touching the bears. The plastic bag will be replaced after each family group.

Area 2

Near The Plump Duck. A gazebo with 2 tables will be selling Christmas decorations etc. The tables will form a V shape and people will only be able to walk along from left to right and one family at a time. Again stewards (STC) will ensure that distancing rules are observed.

Area 3

Across the bridge of the lake. Families will be lead across the bridge, which will be lit with fairy lights, to a Santa Grotto at the far end. Groups will be led by a steward with a torch. At the Grotto the group can stand and see Father Christmas and his elves, there will be a basket with a gift for each child. The steward will place the gift onto a small table for collection. The group will leave the grotto by walking along the path by the road, thus maintain the one way system.

In addition, if approval is given, I would like to ask the Salvation Army band to play some carols and ask The Plump Duck to stay open as I would not want it to miss out on the extra custom.

Penny Blois

Vice Chairman

Petersfield Save the Children

Please do contact me if you have any questions

Mobile 07735632246

The East Hants Tree Warden Network was one of the first to be formed in Britain when the Tree Warden Scheme was launched by the Tree Council as a national initiative in 1990.

How Tree Wardens can make a difference in your town or parish

Tree wardens are volunteers appointed by their Parish and Town Council to:

- be contacts and support for all things tree related in their local areas
- protect trees by reporting early signs of pests, diseases and vandalism
- gather information, survey and record information about trees important for amenity, wildlife or heritage in their parish
- help look out for opportunities to plant more trees in the local community, enhancing the environment for parishioners
- help find the funding for local tree planting projects. For example, the Tree Council have some grants only available to tree wardens
- get involved in campaigns to raise awareness about the importance of trees.

East Hampshire District Council will support Parish and Town Councils by:

- supporting Tree Wardens through the Scheme Volunteer Coordinator and via input from the Tree Council
- providing two training sessions per year with tailored topics requested by the Tree Wardens
- hosting a central annual event with external speakers.

Trees are important in your town or parish because they:

- are appreciated by local people for their beauty and the sense of wellbeing they bring
- can increase the property value of homes by up to 18%
- provide shade, cooling and shelter
- provide a habitat for wildlife
- can muffle traffic noise
- absorb air pollution and help reduce flood risk.

The Parish/Town Council would be expected to support their tree wardens by:

- including them in discussion about tree matters
- inviting them to attend Parish/Town Council meetings as appropriate, to report on relevant tree matters
- supporting them with any necessary resources needed to carry out their volunteering (within reason, and by agreement)
- ensuring that they are covered for health & safety and insurance as a Parish/Town volunteer.

For more information about the tree warden scheme and how it could benefit your Parish/Town Council, contact the Co-ordinator for the East Hants Tree Warden Network, Dr Andy Moffat, on 07971 562145 or email treewardenseasthants@gmail.com

the
tree
council