

Place-Making Petersfield – Strategy Group Meeting Notes
Notes and actions – Friday 11th March at 12:30 – 14:30pm

Attendees		Abbreviations
EHDC – Cllr Rob Mocatta (Chair)	PTC – Cllr Peter Bisset	East Hampshire District Council (EHDC)
EHDC – Danielle Friedman-Brown	PTC – Cllr Phil Shaw	Petersfield Town Council (PTC)
EHDC – Sarah-Jane Bellis (meeting notes)	PTC – Cllr Jamie Matthews	Hampshire County Council (HCC)
EHDC – Cllr Ben Bentley	PTC – Steve Field	Petersfield Strategy Group (PSG)
EHDC – Cllr Julie Butler	PTC – Neil Hitch	Petersfield Officers Group (POG)
EHDC – Cllr David McKinney	SDNPA – Chris Paterson	South Downs National Park Authority (SDNPA)
EHDC – Cllr Russell Oppenheimer	SDNPA – Doug Jones	
HCC – Simon Cramp	Gethin Morgan-Owen	
HCC – Helen Smith	Keith Hopper	
HCC – Nicola Waight	Amanda Gallagher	
HCC – Eric Signi		
Apologies		
EHDC – Cllr Matthew Gass	MP – Damian Hinds	
EHDC – Emma Baxter		
EHDC – Georgia Loud		

Ref	Item	Notes/Action	Owner
1.	Introductions and apologies	Cllr Mocatta welcomed the group and ran through apologies.	Cllr Mocatta / SJB
2.	Notes from last meeting, actions, and feedback	<ul style="list-style-type: none"> Action log was updated Workshop 2 – Town Spine comments to be reviewed by HCC team. VISSIM modelling discussion perhaps to be scheduled in person. 	SJB

<p>3.</p>	<p>Developer Contributions bid items</p>	<p>S106 projects: Placemaking work to compliment S106 projects not to contradict.</p> <p>Petersfield Avenue Pavilion Extension Comments</p> <ul style="list-style-type: none"> • £33k proposal for a glazed extension for the pavilion. • It was commented that 9v9 pitch not marked out as per Playing Pitch Strategy 2018, feedback was as it is not in an appropriate location and juniors not interested in playing there. Therefore, this recommendation is to be removed as part of document review. <p>Penns Field Ground Maintenance Equipment</p> <ul style="list-style-type: none"> • For the purchase of equipment from environmental improvements pot, to complement the Petersfield Town Council maintenance regime, not replace it. • PTC unaware of the application and had not so long ago purchased maintenance equipment. Co-ordination is needed between the applicant and PTC. • Are pitch improvements covered by environmental improvements? According to SDNPA yes, but they will investigate which covenant is more appropriate for this project. • Community grants also available from 1st April for capital grants up to £25k. • SDNPA to share application with Kirsty Cope. <p>Petersfield Town Planters</p> <ul style="list-style-type: none"> • Funding for 13 planters throughout Dragon Street and College Street. £14,421 requested from public Open Space and Environmental Improvements fund. • The planters will be cast iron and heavy so not likely to be moveable. Locations to be discussed in PSG and POG in the light of any place making highways interventions should the application be approved. <p>Rams Hill Play Area</p>	
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		<ul style="list-style-type: none"> • Contribution towards replacement fence, details on available funds to be further discussed. Application yet to be completed. <p>Comment made that S106 fund available not easily found on SDNPA website. Perhaps needs something to be tailored specifically towards community groups.</p> <p>White Hart Cycle Path Surfacing & Landscaping</p> <ul style="list-style-type: none"> • Additional funding for cycle path and pedestrian improvements that are not covered by original S106 held by HCC. Funds are from Causeway Farm development. • Why is this a priority? This is a scheme that should have been implemented years ago and needs completing for the good of the residents. Other schemes such as Winchester Road will be looked at as a priority in the future. • There are capacity challenges in local government to progress other schemes. Can others do the work? Potentially the CFH scheme or minor works scheme, but the team is small and have a queue of projects that need to be prioritised. 	
6.	Petersfield Partners Update	<p>EHDC</p> <p>Welcome Back Fund</p> <ul style="list-style-type: none"> • Programme completing. Links to Active Travel work which is being implemented imminently and to promote cycling in the town centre. • LCWIP written update provided by Emma Baxter as follows: We have received the proposal from Hampshire Services to undertake the prioritisation work for the East Hants LCWIP. This is currently being reviewed and once agreed we will be able to work with the team at HS to complete the project. It is proposed that this will include an online stakeholder workshop to explain the methodology and discuss the categorisation of routes. Please note Emma Baxter has now left EHDC, Liza Brolly will continue to liaise with HCC on this. 	Danielle

- Active Travel Fund cycle stand comments to be taken on board with design. Active Travel Fund could fund minor work schemes under £100k.

Petersfield Town Council

- Festival Hall – RIBA stage 3 completed and aim to progress to stage 4. Progressing Avenue Pavilion and Heath toilets and Heath play area later this year.
- Pulens Lane scheme – McCarthy & Stone looks like it will be progressing soon. Cllr Mocatta contacting them.
- Mens Shed – Optimistic that there’s a solution for them to be accommodated in an EHDC premises.
- Bulmer House – ongoing discussions to try and take this site forward. County Councillors to keep Cllr Butler in the loop as regards housing matters.
- SLR – funding – PTC not sure if it has come through yet.
- Larcombe Road development – pre-app now in for the other field.

SDNPA

- Rob Ainslie to be invited to next meeting.

Town Spine Brief

- Need to have clear objectives for Town Spine and what we are wanting to achieve. Needs to be kept as close as possible to the Neighbourhood Plan objective and needs to be clear for when considering options.
- Comment on future agenda item being the state of pavements in Petersfield, which also relates to LCWIP objectives. Team of volunteers from Petersfield Society to do an audit of Petersfield footpaths and check for hazard issue and then log complaints with HCC.

HCC – VISSIM Modelling Update

- Is a dynamic and temporally continuous model, to help design interventions and model them.
- Modelling on Petersfield Town Centre will show how vehicles will interact with vehicles and space available in the carriageways.
- Atkins commissioned to design a model to consider current and forecast traffic conditions to 2028. Next stage to then deploy the model.

7.	Next steps, way forward and date of next meeting	<ul style="list-style-type: none"> Suggest every 6 weeks in 2022. Next meeting – <ul style="list-style-type: none"> Friday 22nd April 2022 12:30-2:30pm (PSG) 	
8.	AOB	<ul style="list-style-type: none"> HCC considered a report on the highway network recovery, recognised as a priority to resolve. Simon offered for someone to take to the group at a future meeting on that. Design capacity can be an issue – not just on highway design, but safety audit and implementation side. Do take some contract staff where needed. HCC need to manage peaks and lulls in the work pipeline as best they can. 	

Action Log from March 2022

Action	Who	Red / Amber/ Green
ADMIN		
Kirsty Cope to provide link to sport pitch strategy, to be distributed to the group.	EHDC Officer	A
SDNPA to send Kirsty Cope a copy of application for Penns Field Ground Maintenance Equipment.	SDNPA Officer	A

SDNPA S106 fund available spreadsheet to be redistributed.	SDNPA /EHDC Officer	A
COVID-19		
To continue discussions with Estates Dept on Square wear and tear	EHDC Officer	A
DURFORD ROAD CROSSROADS		
Liaise with EHDC Traffic Team about speed watch along Pulens Lane. Continuing work amongst the District Ward Cllrs to get SLDRs and to co-ordinate a Speed Watch scheme. 2 SLDRs. Speedwatch back out, 3 sessions to discover where to locate equipment.	EHDC Officer	G
PETERSFIELD PRIORITY PROJECTS		
Once junction briefs uploaded share link of EHDC website.	PTC Officer & EHDC Officer	A
To discuss upgrading existing paths and funding options for Penns Field Cycleway and feed back to the group and POG. Ongoing.	SDNPA & PTC Officers	A
To write to Tesco asking for update on Northern Overflow Car park. Referencing SDNPA Nature Recovery Plan in relation to that site. Ongoing - integrated into the place making junctions work	EHDC & SDNPA Officer	A
All officers to work on potential CIL projects. Update Petersfield Projects spreadsheet as previously identified to assess what is paid, what work is completed, to understand progress and potential CIL bids.	All Officers	A
HCC scheme delivery team to share cycle stand design and locations.	HCC Officers	G
EHDC Send on the POG comments and cycle locations plan to PSG with the meeting notes	EHDC Officers	G
HCC Officer to send on slides to be disseminated to group to reflect ahead of workshops.	HCC Officers	G
EHDC Officers to check for potential venues for face-to-face workshops and plan the workshops.	EHDC Officers	G
EHDC Officers to take forward LCWIP co-ordination with junction workshops.	EHDC Officers	G
Cllr Jamie Matthews to circulate the information on Shine Radio.	Cllr Matthews	G
Atkins team to provide the tables and LMVR information to be circulated to the group.	HCC/EHDC Officer	A
SOUTH DOWNS NATIONAL PARK AUTHORITY (SDNPA)		
Inform Chris (at least) one week in advance of any required updates on planning applications.	All	A

To investigate if Nature Recovery Programme lead officer can come to update PSG & POG.	SDNPA Officer	A
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EHDC – Cllr Ben Bentley	PTC – Steve Field	Petersfield Strategy Group (PSG)
EHDC – Cllr Julie Butler	SDNPA – Doug Jones	Petersfield Officers Group (POG)
EHDC – Cllr Matthew Gass	SDNPA – Gill Welsman	South Downs National Park Authority (SDNPA)
EHDC – Cllr David McKinney	Gethin Morgan-Owen	
EHDC – Cllr Russell Oppenheimer	Keith Hopper	
HCC – Simon Cramp	Amanda Gallagher	
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Apologies		
EHDC – Georgia Loud	MP – Damian Hinds	
HCC – Nicola Waight		
PTC – Neil Hitch		
SDNPA – Chris Paterson		

Ref	Item	Notes/Action	Owner
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1.	Introductions and apologies	Cllr Mocatta welcomed the group and ran through apologies.	Cllr Mocatta / SJB
2.	Notes from last meeting, actions, and feedback	<ul style="list-style-type: none"> Action log was updated 	SJB
3.	Petersfield Partners Update	<p>EHDC</p> <p>Welcome Back Fund</p> <ul style="list-style-type: none"> Programme completed 31st March 2022. LCWIP - Please note Emma Baxter has now left EHDC, Liza Brolly will continue to liaise with HCC at the moment, but this may come into the Regeneration and Placemaking team. <p>HCC</p> <ul style="list-style-type: none"> Workshops were well attended and provided the team with a lot of comments, insights and feedback to consider further. The work included RIBA stage 0/1 masterplanning, prefeasibility assessments of options for the junctions (Pullens Lane, the shared use path to the rear of Tesco, the Town Spine and some microsimulation modelling), including a review by road safety auditors were relevant, building the VISSIM model and sketches of potential options which were then engaged upon through video workshops. The draft report of the work is being assembled now and will be shared with the groups in June where there will be discussions to support prioritisation of interventions to take forward to feasibility stage. The group will need a steer as to what interventions to take forward, with priorities being driven by funds available. Therefore, an indication of likely costs will need to be considered as part of the reporting. As well as what contributions can the partners make to assist with the interventions and can this information be available for June? For our August meetings we would like to put to the groups the proposed content of the feasibility work once priorities are agreed. Feasibility stage will likely include RIBA stage 2 landscaping, masterplanning, feasibility design (with relevant levels of investigation, engagement/consultation, and design), running the model on preferred interventions. LCWIP to be considered and included as part of the bigger picture. 	DFB

- The interventions also need to be mindful of residents wants and needs.
- SDNPA advise S106 from Hylton Road 2016 do need to be spent as soon as possible.
- In order for the group to consider everything in enough time, it was agreed it would be helpful to have meeting papers as far in advance of the next strategy meeting as soon as possible for feedback.
- Cycle stands to be installed in town centre in May 2022. [Post meeting note: Now likely in June following the conclusion of the tender period for the work.](#)

Petersfield Town Council

- Speeding site visit took place 10th April and identified 10 possible places for SLR's. PTC working on getting permission and licences from HCC street lighting to then implement the scheme. There was some frustration with lack of progress as it had been raised some time ago. EHDC to enquire at Petersfield Officers Meeting on progress and if needs be Cllr Bisset will escalate. [Post meeting note: This was discussed at the officer's meeting and is likely to take 6-8 weeks following SSE approval.](#)
- Festival Hall – RIBA Stage 3 draft report and business plan expected in June. PSG's input is welcome on review panel.
- Causeway pre-app for 56 new homes. Group concern there is no mention of active travel and its importance in the development. Best way for groups (PSG, PTC & Petersfield Society etc) to comment is to liaise with planning officers via generic email address (Planning@southdowns.gov.uk).
- It would be better to raise this at an earlier stage of the application's progression.
- Thakeham Homes Petersfield (thakehampetersfield.com) are the developers.
- Public consultation event scheduled for 28th April 2022. Public consultation may be the best way – they seem to be seeking to engage the public in the development.
- In regard to other developers and public engagement, there seem to have been no engagement in regards to the land north of Bucknore Farm and that development site. Hope that there will be better links via Beckham Lane to be developed as part of the development. It is important not to lose the opportunity to intervene at an early stage.
- Aldi started work on site.

		<p>SDNPA - Penns Cycleway update</p> <ul style="list-style-type: none"> • Written update a site visit on 30th March with Kebbell Homes and Cllr Mocatta : <ul style="list-style-type: none"> ○ CEMP has been submitted and conditions 23 and 24 have been discharged, temporary footpath will be constructed to a base course once the rising main is installed. Dates are dependent on Southern Water and should commence May 2022. ○ Banksperson located at entrance and controls movement of vehicles and ensures safety of pedestrians. ○ Wheel wash is located at entrance and this is used as and when required, road sweeper goes up and down the roads and onto site everyday. ○ Trees have been planted along Heathfield road and Kebbell Homes have installed signs to ensure that the trees are not damaged. ○ 15/18 truck loads on site daily, turning cicle has been installed for construction traffic and this is working well. ○ Kebbell Homes are exploring the option of installing solar panels onto the new dwellings and Cllr Mocatta was going to raise this with SDNPA. ○ Vivid Housing is the Social Provider working with Kebbell Homes. ○ Estimated timeline for site completion 3 years. ○ Kebbell are working very closely with the existing neighbours, hedge removed and fencing installed on entrance onto site. ○ Next Development liaison meeting in May/June. • The group still has health and safety concerns on the site. Gethin to follow up with the site manager. 	
7.	Next steps, way forward and date of next meeting	<ul style="list-style-type: none"> • Suggest every 6 weeks in 2022. Next meeting – <ul style="list-style-type: none"> – Friday 8th July 2022 10:00-11:30am (PSG) – rescheduled from Friday 24th June 2022 12:30-2:00pm 	
8.	AOB	<ul style="list-style-type: none"> • Petersfield Traffic Regulation Order being developed. The group felt it was a pity that this was not more widely consulted upon, especially in the PSG forum. Also, pity was expressed that the Bell Hill area was 	

		<p>excluded. It was raised that the TRO has been in development for some time and consultation was in fact out today to be commented on as PTC has discussed. A process is needed, so officers can bring this to the PSG's attention in the future. EHDC to raise with AM and perhaps the environments team.</p> <ul style="list-style-type: none"> • Environmental enhancements – glass recycling and no-mow May in the district. 	
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Action Log from April 2022

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ADMIN		
Kirsty Cope to provide link to sport pitch strategy, to be distributed to the group.	EHDC Officer	G
SDNPA to send Kirsty Cope a copy of application for Penns Field Ground Maintenance Equipment.	SDNPA Officer	A
SDNPA S106 fund available spreadsheet to be redistributed.	SDNPA /EHDC Officer	G
EHDC Officer to discuss with AM in regards to a TRO process for officers and strategy groups in the future.	EHDC Officer	A
COVID-19		
To continue discussions with Estates Dept on Square wear and tear	EHDC Officer	A
DURFORD ROAD CROSSROADS		
PETERSFIELD PRIORITY PROJECTS		
Once junction briefs uploaded share link of EHDC website. - to go onto the website	PTC Officer & EHDC Officer	A
To discuss upgrading existing paths and funding options for Penns Field Cycleway and feed back to the group and POG. Ongoing.	SDNPA & PTC Officers	A

To write to Tesco asking for update on Northern Overflow Car park. Referencing SDNPA Nature Recovery Plan in relation to that site. Ongoing - integrated into the place making junctions work	EHDC & SDNPA Officer	A
All officers to work on potential CIL projects. Update Petersfield Projects spreadsheet as previously identified to assess what is paid, what work is completed, to understand progress and potential CIL bids.	All Officers	A
Atkins team to provide the tables and LMVR information to be circulated to the group.	HCC/EHDC Officer	G
PETERSFIELD TOWN COUNCIL		
EHDC to enquire at Petersfield Officers Meeting on progress of SLR scheme and if needs be Cllr Bisset will escalate.	EHDC Officer	G
SOUTH DOWNS NATIONAL PARK AUTHORITY (SDNPA)		
Inform Chris (at least) one week in advance of any required updates on planning applications.	All	A
To investigate if Nature Recovery Programme lead officer can come to update PSG & POG. - retain as still an item for a future meeting	SDNPA Officer	A
SDNPA to raise health & safety concerns and observations of Penns Field development with the site manager.	SDNPA Officer	A

Place-Making Petersfield – Strategy Group Meeting Notes

Notes and actions – Friday 29th July 2022 at 10:00 – 11:30pm

Attendees		Abbreviations
EHDC – Cllr Rob Mocatta (Chair)	PTC – Cllr Peter Bisset	East Hampshire District Council (EHDC)
EHDC – Danielle Friedman-Brown	PTC – Cllr JC Chrissey	Petersfield Town Council (PTC)
EHDC – Sarah-Jane Bellis (meeting notes)	PTC – Nadim Khattar	Hampshire County Council (HCC)
EHDC – Cllr Julie Butler	PTC – Steve Field	Petersfield Strategy Group (PSG)
EHDC – Cllr Matthew Gass	PTC – Neil Hitch	Petersfield Officers Group (POG)
EHDC – Cllr David McKinney	SDNPA – Chris Paterson	South Downs National Park Authority (SDNPA)
EHDC – Cllr Russell Oppenheimer	SDNPA – Gill Welsman	
HCC – Nicola Waight	Gethin Morgan-Owen	
HCC – Hayley Thorne	Keith Hopper	

Apologies		
EHDC – Cllr Ben Bentley EHDC – Georgia Loud SDNPA – Doug Jones PTC – Cllr Jamie Matthews	MP – Damian Hinds Amanda Gallagher	

Ref	Item	Notes/Action	Owner
1.	Introductions and apologies	Cllr Mocatta welcomed the group and ran through apologies.	Cllr Mocatta / SJB
2.	Notes from last meeting, actions, and feedback	<ul style="list-style-type: none"> Action log was updated 	SJB
3.	Petersfield Place Making pre-feasibility	<p>Report outcome and recommendations</p> <ul style="list-style-type: none"> There was a presentation to guide discussions and the Strategy Group was asked to consider and contribute on the way forward including: <ul style="list-style-type: none"> Issues to resolve on the Town Spine (Section 8.7 of the report) - For further discussion by a Town Spine Working Group. Highway's constraints and policy issues (Sections 8.8 and 8.11/8.12 of the report) Overall recommendations/Next steps <p>Discussion on the Town Spine</p> <ul style="list-style-type: none"> Point made that the VISSIM modelling will not design the strategy it informs it. Need to be mindful of the focus of the town, which should be the Square and the strategy, which should consider the place making and not just solve engineering problems. The Town Spine working group to consider other options possibly / focal points. 	DFB

- Support voiced to include Sheep Street and St Peter’s Road in the Town Spine Scope. Suggestion made to include up to The Heath however, this maybe too big a reach to deliver.
- The Petersfield Station Forecourt is another example of a difficult scheme to bring forward, considering the Alton experience.
- It was recognised that The Heath / Heath Road / Festival Hall area will be important, needs recognition, even if not a priority.
- The memorial junction should be included as a priority as a gateway to attract people into Petersfield Town Centre. We can consider the Festival Hall area’s interaction with the square and perhaps consider more wayfinding to The Heath at a later stage. Perhaps building on the work already done on the wayfinding on The Avenue to the Heath avoiding steps.
- On street parking in the town centre needs to be open to flexibility. Decreasing the on-street parking on the High Street and the Square seems less contentious than at Chapel Street and Lavant Street.
- A general consensus that parking could be removed from High Street and the Square with only disabled parking remaining. Perhaps more controlled parking is required in these areas to make them more appealing, while taking into consideration servicing, delivery traffic and parking that supports the evening economy.
- Need to think of the greater good on this subject. Just because something is not popular, we must not be put off from action, of restricting parking. Prioritising pedestrians / cyclists and encouraging drivers away from the Town Square would encourage it as a place to dwell.
- HCC Highway policy consulting on LTP4 and will guide thinking in terms of masterplans and planning applications. Policy will consider managing vehicle access, deliveries and parking. Therefore, it is there to support this kind of thinking.
- Once parking alterations are confirmed in the Square and High Street, attitudes may change in the future for Chapel Street and Lavant Street perhaps?
- Bus routing needs to be considered by the Bus Company and Town Spine Working Group and discussed further.
- HCC going forward with camera led system and 20mph consultation but is out of the groups hands for now. Need to reduce traffic from 4000 a day to under 2000 to allow cycling in mixed traffic, plus as population grows need to manage traffic flow now, to allow the shared space feel as per priority in the

Petersfield Neighbourhood Plan. The Town Spine Working Group could look further into other alternatives on how to achieve this other than a clearly signposted, camera enforced bus gate.

- Traffic management to restrict traffic flow will be key to the Square. Could consider a phased implementation, as this will help to manage the budget and will help with the progress of future phases.
- Cycling needs to be properly considered. One way cycling is impossible to enforce and 2-way cycling is preferable. This is supported by HCC Local Transport Plan 4, which supports cycling in both directions and to deliver quality infrastructure. Potential future funding schemes maybe available through Active Travel England. New guidance is out for rural areas and funding to support these kinds of measures.

Discussion on Junctions

- Hesitation on roundabout / signals option for Dragon Street / Hylton / Causeway. Perhaps consider something less engineered and more appropriate for market town setting.
- Dragon Street / Hylton / Causeway is a major crossing area to get to the schools and acts as a gateway into the town. Again, the traffic management changes that will happen elsewhere need to be taken into careful consideration and will be modelled and further tested.
- S106 Larcombe Road funds is oldest funding pot and needs to be used as priority. Therefore, it could be used for Pulens Lane junction. Timing of funds is key – to be further discussed in terms bringing the projects forward.
- Consensus on the way forward: Pulens Lane and town spine to be further discussed as priority, with Causeway to follow. The Swan / Charles Street junction – not a priority but it was recognised there’s been a fatality there. It is important to communicate to wider public that all junctions are important, there needs to be an order of priority.
- Also need to consider implications from Town Spine interventions and how the VISSIM modelling may assist with the impacts on other junctions around the town centre.
- A separate wayfinding project could be to direct pedestrians to alternative / safer routes. This could be investigated further.
- Volunteers to be a member of the Town Spine Working Group are to apply to DFB.
- DFB and NW to discuss staff resourcing further and scope for feasibility to be drafted.

		<ul style="list-style-type: none"> Contributions from all agencies welcome. It was suggested that it would be useful to give funding indication letters. For example, can SDNPA S106 funds for Buckmore Farm be used? PTC did allocate some funding previously and will investigate further and discuss how to champion this scheme. DFB and RM to discuss EHDC funding. 	
7.	Next steps, way forward and date of next meeting	<ul style="list-style-type: none"> Suggest every 6 weeks in 2022. Next meeting – – Friday 23rd September 2022 	
8.	AOB	N/A	

Action Log from July 2022

Action	Who	Red / Amber / Green
ADMIN		
SDNPA to send KC a copy of application for Penns Field Ground Maintenance Equipment.	SDNPA Officer	A
EHDC Officer to discuss with AM regarding a TRO process for officers and strategy groups in the future.	EHDC Officer	A
COVID-19		
To continue discussions with Estates Dept on Square wear and tear	EHDC Officer	A
PETERSFIELD PRIORITY PROJECTS		
Cllr Mocatta and DFB to discuss EHDC funding to take this project further	Cllr Mocatta & EHDC Officer	A
DFB and NW to discuss staff resourcing and scope for feasibility to be drafted.	HCC Officer & EHDC Officer	A

To discuss upgrading existing paths and funding options for Penns Field Cycleway and feed back to the group and POG. Ongoing .	SDNPA & PTC Officers	A
To write to Tesco asking for update on Northern Overflow Car park. Referencing SDNPA Nature Recovery Plan in relation to that site. Ongoing - integrated into the place making junctions work	EHDC & SDNPA Officer	A
All officers to work on potential CIL projects. Update Petersfield Projects spreadsheet as previously identified to assess what is paid, what work is completed, to understand progress and potential CIL bids.	All Officers	A
PETERSFIELD TOWN COUNCIL		
PTC to discuss how to champion the priority junction scheme as per Cllr Chrissey's suggestion and look at previous funding allocation	PTC	A
SOUTH DOWNS NATIONAL PARK AUTHORITY (SDNPA)		
Inform Chris (at least) one week in advance of any required updates on planning applications.	All	A
To investigate if Nature Recovery Programme lead officer can come to update PSG & POG. - retain as still an item for a future meeting	SDNPA Officer	A
SDNPA to raise health & safety concerns and observations of Penns Field development with the site manager.	SDNPA Officer	A

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EHDC – Craig Matthews	SDNPA – Doug Jones	Petersfield Strategy Group (PSG)
EHDC – Cllr Ben Bentley	Gethin Morgan-Owen	Petersfield Officers Group (POG)
EHDC – Cllr Matthew Gass	Keith Hopper	South Downs National Park Authority (SDNPA)
EHDC – Cllr Jamie Matthews	DeCourcy Planning - Michael De Courcy	
EHDC – Cllr David McKinney	Reformat - Matt Swanton	
EHDC – Cllr Russell Oppenheimer	ReFormat - Paul Gorzelak	

HCC – Hayley Thorne PTC – Cllr JC Crissey	6a Vision Homes – James Allen	
Apologies		
EHDC – Cllr Julie Butler PTC – Nadim Khattar PTC – Cllr Peter Bisset		

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1.	Introductions and apologies	Cllr Mocatta welcomed the group and ran through apologies.	Cllr Mocatta / SJB
2.	Notes from last meeting, actions, and feedback	<ul style="list-style-type: none"> Action log deferred 	SJB
3.	TEWS site update Lavant Street	Presentation <ul style="list-style-type: none"> On the redevelopment of 34 Lavant street to provide exemplar scheme to include co-working hub, café and at the rear 33 flats of 1,2,3 beds. This would include access/link to station forecourt (There was some discussion about how it may relate to station forecourt and town spine work). Gateway site to the Southdowns and Petersfield, which terminates into riverside landscape. Aim to keep the development distinctly Petersfield. 	DFB

		<ul style="list-style-type: none"> • Integrate pedestrian routes and public courtyard spaces. • A plaza from the train station would be desired, parallel to Charles Street. The gateway building would have a raised courtyard, with parking underneath, getting softer toward the riverside with rain gardens and public courtyard spaces. • Questions: <ul style="list-style-type: none"> ○ Have you engaged with SWT? Developers struggling to connect with SWT and Network Rail. ○ Question over access over river, concern with permeability and surveillance. The developers don't own that side of the riverbank. ○ It was noted that if there was scope for working together, incorporation the station forecourt, this would create efficiency and help with engagement with Network Rail. ○ Is there a demand for 1 or 2 bed flats? Yes, the EHDC Affordable Housing Officer has been consulted and the developers were advised there is a high demand for 1 bed flats and the development meets planning policy. ○ How has parking been considered in new development? There is an expectation of 1 for 1 parking per flat, with 6 spaces for the co-working hub. There is no parking for affordable housing, there is no demand, as advised by Petersfield Hosing Association. From engagement it is realised that parking on Charles Street is an issue. ○ It is great that development aims to be in keeping with local landscape. Need to bear in mind the type of trees that will be planted need to be in keeping with local area too, such as champion Oak and Beech. ○ Is there still an option for a cinema? It was agreed that a discussion about possibility of a cinema will be taken offline. • The meeting concluded that the proposals were positive for the town and it is great that local architects are working on a local scheme. Similarly ReFormat look favourably on the potential of the Petersfield Station Forecourt project. 	
	<p>South Western Railway – CCIF grant funding application</p>	<p>Petersfield Station Forecourt</p> <ul style="list-style-type: none"> • EHDC Regeneration & Economy team have applied for £308k from South Western Railway Customer & Community Investment Fund for potential Petersfield Station Forecourt project. We will find out if successful in December. 	

		<ul style="list-style-type: none"> • If the bid is successful fund will need to be spent by March 2024 • Open to working with the Tews Site development. Project would be guided by experience from Alton Station Forecourt. Hampshire Services could work on the design work. For option 2 an estimate is £1.6 million capital cost in delivery, which would include developer contributions and CCIF. • PSG members agreed it was right to take the opportunity to submit a bid, which will hopefully lead to better engagement with Network Rail and South Western Railway. 	
	<p>Petersfield Place Making pre-feasibility</p>	<p>Update following the report outcome and recommendations</p> <ul style="list-style-type: none"> • The PSG is in support of Officers moving ahead and empowers them to move projects along. • Officers will work to progress Pulens Lane, Causeway and move forward with organising Town Spine Working Group membership. • Currently working on the brief for feasibility. • Agreed that Pulens Lane (due to recent accidents) will be worked on in parallel with Town Spine Working Group, followed by the Causeway. It is noted that it is important not to lose momentum with any project, for example The Square (which is included in Town Spine Working Group work). All require different types of work and timescales. Staff resourcing is being worked on with Hampshire Services. • Need to remember the priority to spend historical S106 funds held by SDNPA, which does include Pulens Lane and Causeway. • PSG members advised that we should ensure the Town Spine Working Group has a variety of members, but the group is not too big. An EHDC Councillor should be added to the membership. • PSG members commented on Town Spine Working Group draft Terms of Reference. It was suggested it needed clearer definitions of timescales and outputs. Concern over keeping relevant documents up to date. The group was reassured that documents and placemaking website are kept up to date. • There was a concern over not all departments of Hampshire County Council communicating with each other to ensure all relevant departments are aware of Petersfield placemaking work. Hayley from HCC has taken an action to investigate this and EHDC officers will investigate project documents and best way to track progress. 	

		<ul style="list-style-type: none"> Agreement that we need to link forward planning thinking to the here and now thinking. Need to generally make sure we raise awareness. Discussion on a form of action plan and how best to disseminate information to be discussed further with Danielle and Rob. 	
7.	Next steps, way forward and date of next meeting	<ul style="list-style-type: none"> Suggest every 8 weeks in 2023. Next meeting – Deferred from 21st October to Late November/early December <ul style="list-style-type: none"> Post meeting note: Meeting arranged for 2 December 	
8.	AOB	<ul style="list-style-type: none"> VISSIM modelling – how will the development on Frenchman’s Road with Paris House have an impact on junctions.? It Should have been based on baseline data, but we will make sure it is right for the feasibility work. We will confirm with HCC. 	

Action Log from September 2022

Action	Who	Red / Amber/ Green
ADMIN		
Hayley to investigate / ensure Petersfield Placemaking work is communicated to all relevant department at HCC.	HCC Officer	A
EHDC Officers to investigate best way of tracking progress of placemaking work, perhaps a new project document.	EHDC Officers	A
DFB & Cllr Mocatta to discuss Petersfield placemaking action plan and how best to disseminate information effectively.	EHDC Officer/Cllr Mocatta	
DFB / EHDC Officer to work on study brief and update Town Spine Working Group TOR and membership.	EHDC Officers	
SDNPA to send Kirsty Cope a copy of application for Penns Field Ground Maintenance Equipment.	SDNPA Officer	G
EHDC Officer to discuss with Alison Mills regarding a TRO process for officers and strategy groups in the future.	EHDC Officer	G
COVID-19		
To continue discussions with Estates Dept on Square wear and tear	EHDC Officer	A

PETERSFIELD PRIORITY PROJECTS		
Meeting to discuss potential Cinema to take place between Cllr Mocatta, PTC Cllrs and ReFormat	Reformat, Cllr Mocatta, PTC Cllrs	A
EHDC Officer to confirm with HCC that the modelling done on Frenchman's Road was based on baseline data.	EHDC Officer	A
Cllr Mocatta and DFB to discuss EHDC funding to take this project further	Cllr Mocatta & EHDC Officer	A
DFB and NW to discuss staff resourcing and scope for feasibility to be drafted.	HCC Officer & EHDC Officer	A
To discuss upgrading existing paths and funding options for Penns Field Cycleway and feed back to the group and POG. Ongoing.	SDNPA & PTC Officers	A
To confirm with HCC that the modelling done on Frenchman's Road was based on baseline data	EHDC Officer	A
To write to Tesco asking for update on Northern Overflow Car park. Referencing SDNPA Nature Recovery Plan in relation to that site. Ongoing - integrated into the place making junctions work	EHDC & SDNPA Officer	A
All officers to work on potential CIL projects. Update Petersfield Projects spreadsheet as previously identified to assess what is paid, what work is completed, to understand progress and potential CIL bids.	All Officers	A
PETERSFIELD TOWN COUNCIL		
PTC to discuss how to champion the priority junction scheme as per Cllr Crissey's suggestion and look at previous funding allocation	PTC	A
SOUTH DOWNS NATIONAL PARK AUTHORITY (SDNPA)		
Inform Chris (at least) one week in advance of any required updates on planning applications.	All	A
To investigate if Nature Recovery Programme lead officer can come to update PSG & POG. - retain as still an item for a future meeting	SDNPA Officer	A
SDNPA to raise health & safety concerns and observations of Penns Field development with the site manager.	SDNPA Officer	A

Place-Making Petersfield – Strategy Group Meeting Notes
Notes and actions – Friday 2nd December 2022 at 12:30 – 14:00

Attendees		Abbreviations
EHDC – Cllr Rob Mocatta (Chair) EHDC – Danielle Friedman-Brown EHDC – Sarah-Jane Bellis (meeting notes) EHDC – Cllr Ben Bentley EHDC – Cllr Julie Butler EHDC – Cllr Matthew Gass EHDC – Cllr Jamie Matthews EHDC – Cllr David McKinney HCC – Ben Kennedy HCC – Hayley Thorne PTC – Cllr JC Crissey	PTC – Steve Field PTC – Nadim Khattar PTC – Neil Hitch SDNPA – Chris Paterson SDNPA – Doug Jones ABRI – Megan Rossiter ABRI – Steve Taylor PDP – Heather McCrudden SEC Newgate – Perry Miller Gethin Morgan-Owen	East Hampshire District Council (EHDC) Petersfield Town Council (PTC) Hampshire County Council (HCC) Petersfield Strategy Group (PSG) Petersfield Officers Group (POG) South Downs National Park Authority (SDNPA)
Apologies		
EHDC – Cllr Russell Oppenheimer HCC – Nicola Waight PTC – Cllr Peter Bisset Keith Hopper SDNPA – Doug Jones		

Ref	Item	Notes/Action	Owner
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1.	Introductions and apologies	Cllr Mocatta welcomed the group and ran through apologies.	Cllr Mocatta / SJB
2.	Notes from last meeting, actions, and feedback	<ul style="list-style-type: none"> • Action log deferred. • Project Programme Document – Comments RAG definitions to be added. It was commented about how developer contributions are spent, but this was less a matter for the programme document. 	SJB
3.	Presentation on Development of Drum Court, Petersfield.	<p>Presentation</p> <ul style="list-style-type: none"> • Drum Court, former Abri offices, empty as of 2019. Not commercially viable offers, so demolish existing building and build 21 new apartments. • Affordable – 11 x 1 bed, 10 x 2 bed. 21 parking spaces & 31 secure cycle spaces. EV charging points. Aspiration for net zero carbon status. • Planning application will be submitted in due course. • Questions that arose are what type of affordable housing will there be? There will be two floors of social or affordable rented units and two floors will be shared ownership and will be policy compliant. • Another question was the concern about inadequate parking spaces. Abri assured that advice has been taken from a transport consultant and it is felt due to the proximity to the town centre, there is no need for more parking spaces. However, perhaps they could consider this issue again. • Suggestion raised for access for pedestrians through development to hospital, as Swan Street / Charles Street junction is not an ideal route. Unfortunately, there are constraints to remedy this through the development. It was suggested that the infrastructure is already there in the form of an existing path on Borough Hill 10 to 15m past the development, that perhaps just needs better wayfinding to it. Abri to engage with HCC on the concern for pedestrian safety on the corner of The Spain to town centre. • A concern was raised regarding the location of the cycle storage to the rear of the development. However, it will be secure and well lit. • It was agreed that the green aspirations of this new development were to be commended and encouraged. A communal heat pump is a great initiative. It was suggested that perhaps if there is room for more solar panels, then there should be as many as possible, despite concern they might be 'unsightly'. 	Abri & SEC Newgate

		<ul style="list-style-type: none"> • The development would be an 18-month build, from demolition in beginning of 2024. A construction management plan would have to be agreed at a later date. • It was agreed by the group that this is a welcome redevelopment of the site. 	
	<p>Petersfield Place Making Feasibility</p>	<p>Update on the commission for priority junctions and town spine including costs and programme.</p> <ul style="list-style-type: none"> • AN update on the progress of the work was give verbally and through presentation slides. Councillors expressed the view strongly that they wanted to progress the junctions rather than the Town Spine, and could be packaged up as an initial phase of a broader project. Town Spine as a concept is not widely understood and feeling that it will take too long to deliver and we can deliver junction improvements more quickly. • Need to consider resources – what resources do HCC have available? Are there other ways of delivering it? • It was asked how the Town Spine influences the junctions especially the Causeway junction? Interventions in the Town Spine would affect traffic flow and it would be better to avoid having to work on junction twice. It was expressed that there is a desire to get pedestrians across the roads safely. • In terms of the junctions work, there is a policy constraint as regards speed limits. HCC’s LTP4 taking this forward. • Maybe consider, bringing forward other junctions? Like Station Road and Charles Street? However these are more dependent on Town Spine interventions. • Councillors agreed they don’t want to wait for the Town Spine work to progress in order to progress the Causeway junction intervention. • To enable this team resources will need to be put into the junctions. The Causeway and Pulens Lane to take forward first. Some challenges on Charles Street and Station Road, and there is no easy solution. Danielle to raise and discuss with the HCC team the new proposal of moving forward with 2 junctions then Town Spine. Continue limited discussions on the Town Spine, especially as Customer & Communities 	

		<p>Improvement Fund Station Forecourt bid outcome is pending. Post Meeting Note: The CCIF bid was unsuccessful this time. Officer meetings between EHDC and HCC have taken place.</p> <ul style="list-style-type: none"> It was agreed that priority is to make a better town to cycle and walk around easier and safer to get to school on foot and bike. Allied in making the town centre more attractive to cycling and walking but is secondary to the junction interventions. 	
	Key sites update	<ul style="list-style-type: none"> Updated on the LAA submissions – EHDC responded to the recent SDNPA call for sites with some submissions for its land at Penns Place & Festival Hall. They will be sent round with the meeting notes. Local Plan – needs to consult with the District Ward Councillors and not disenfranchise them. LAA sites will be made public in Q2 2023 after site visits. 	
7.	Next steps, way forward and date of next meeting	<ul style="list-style-type: none"> Suggest every 8 weeks in 2023. Next meeting – 17th February 2022 	
8.	AOB	<ul style="list-style-type: none"> Walking Route Audit Tool for Bedford Road information to be sent to Ben Kennedy for review. 	

Action Log from December 2022

Action	Who	Red / Amber / Green
ADMIN		
SJB to send round LAA submissions with meeting notes	EHDC Officer	A
Hayley to investigate / ensure Petersfield Placemaking work is communicated to all relevant department at HCC.	HCC Officer	A
EHDC Officers to investigate best way of tracking progress of placemaking work, perhaps a new project document.	EHDC Officers	G

DFB & Cllr Mocatta to discuss Petersfield placemaking action plan and how best to disseminate information effectively.	EHDC Officer/Cllr Mocatta	G
DFB / EHDC Officer to work on study brief and update Town Spine Working Group TOR and membership.	EHDC Officers	G
COVID-19		
To continue discussions with Estates Dept on Square wear and tear	EHDC Officer	A
PETERSFIELD PRIORITY PROJECTS		
Meeting to discuss potential Cinema to take place between Cllr Mocatta, PTC Cllrs and ReFormat	Reformat, Cllr Mocatta, PTC Cllrs	A
EHDC Officer to confirm with HCC that the modelling done on Frenchman's Road was based on baseline data.	EHDC Officer	G
DFB and HCC team to discuss staff resourcing and scope for new proposal for feasibility the junction being primary concern to be drafted.	HCC Officer & EHDC Officer	G
To discuss upgrading existing paths and funding options for Penns Field Cycleway and feed back to the group and POG. Ongoing .	SDNPA & PTC Officers	A
To write to Tesco asking for update on Northern Overflow Car park. Referencing SDNPA Nature Recovery Plan in relation to that site. Ongoing - integrated into the place making junctions work	EHDC & SDNPA Officer	A
All officers to work on potential CIL projects. Update Petersfield Projects spreadsheet as previously identified to assess what is paid, what work is completed, to understand progress and potential CIL bids.	All Officers	A
GMO to email BK in relation to suitable WRAT information	GMO	A
PETERSFIELD TOWN COUNCIL		
PTC to discuss how to champion the priority junction scheme as per Cllr Crissey's suggestion and look at previous funding allocation	PTC	A
SOUTH DOWNS NATIONAL PARK AUTHORITY (SDNPA)		
Inform Chris (at least) one week in advance of any required updates on planning applications.	All	A
To investigate if Nature Recovery Programme lead officer can come to update PSG & POG. - retain as still an item for a future meeting	SDNPA Officer	A
SDNPA to raise health & safety concerns and observations of Penns Field development with the site manager.	SDNPA Officer	A

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