



Petworth Town Council

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11th January 2019

To All Town Councillors

YOU ARE HEREBY SUMMONED TO A MEETING OF THE PETWORTH TOWN COUNCIL TO BE HELD ON THURSDAY 17th JANUARY 2019 IN THE PETWORTH LIBRARY, HIGH STREET, PETWORTH COMMENCING AT 7:30PM

Melanie Kite

**MELANIE KITE
CLERK**

AGENDA

- 1. CHAIRMAN'S ANNOUNCEMENTS**
Reminder about mobile phones, the fire exit and the meeting is being recorded.
- 2. APOLOGIES FOR ABSENCE**
- 3. DISCLOSURE OF INTERESTS**
Councillors are reminded of their responsibility to declare any disclosable pecuniary and non-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, you may not participate in any discussion of, or vote on, or discharge any function related to any matter in which you have a pecuniary interest as defined by regulations made by the Secretary of State under the Localism Act 2011 and the Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012. You must withdraw from the room or chamber when the meeting discusses and votes on the matter.
- 4. MINUTES OF LAST MEETING**
To approve and sign minutes of the meeting held on 22nd November 2018 (**Appendix 1**)
- 5. MATTERS ARISING**
To consider matters arising from the Minutes not already on this agenda

6. PUBLIC PARTICIPATION SESSION

Adjournment of the meeting for public questions.

Public Questions.

Members of the public may ask the Chairman for permission to address Council with respect to:

(a) items not on the agenda.

Please be advised that a request should be submitted no less than 48 hours prior to the meeting.

(b) about business on the agenda at the discretion of the Chairman.

Meeting re-convenes

7. REPORT FROM DISTRICT AND COUNTY COUNCILLORS

To receive reports from West Sussex County Councillor Janet Duncton and Chichester District Councillor Eileen Lintill.

8. FINANCE AND GENERAL PURPOSES COMMITTEE.

To accept the Minutes of the meetings of 20th November and 18th December 2018 (**Appendix 2 & 3**)

9. BUDGET 2019/20 (Appendix 4)

On the recommendation of the Finance Committee to approve the 2019/20 Precept and Budget.

10. GRANT APPLICATIONS

To accept the Finance Committee's recommendations on the grant applications from the Sylvia Beaufoy Youth Club, rejected but to be reviewed again on the receipt of further supporting evidence. and Home Start, rejected as not for a specific capital project.

11. PETWORTH PARK SPORTS CLUB

To accept the Finance Committee's recommendation to fund £2,500 from 2019/20 towards ground maintenance for Petworth Park Sports Club.

12. TREE AND FOLIAGE CUTTING ROUND HGV SIGNS

To consider quotation of £1,120 ex VAT from consultants, Wilbar Associates, to clear overhanging branches and foliage from around the HGV signs.

Motion: To approve the quotation

13. HIGHWAYS, TRAFFIC AND PLANNING COMMITTEE

To accept the Minutes of the meeting of 14th November and 12th December 2018 (**Appendix 5 & 6**)

14. OPEN SPACES

To approve the Minutes of the meeting of 8th November and 5th December 2018 (**Appendix 7 & 8**)

15. MAINTENANCE OF CCTV

To discuss whether to cease to make payments to CDC for the maintenance of the CCTV in Petworth.

16. ANNUAL TOWN MEETING

To agree a date and time for the Annual Town Meeting. To be held between 1st March and 1st June 2019.

17. LOCAL ELECTIONS and ANNUAL TOWN COUNCIL MEETING

To note that Parish council elections will take place on Thursday 2nd May 2019. The statutory Notice of Election will be displayed throughout the District in March 2019. Nomination Papers will be held in the Petworth Town Council office.

Annual Town Council Meeting – To agree a date which MUST be held on or within 14 days of May 2nd elections.

18. OFFICE RELOCATION

To establish a working party to research a new location for the town council office.

19. TO RECEIVE UPDATES FROM WORKING PARTIES AND OUTSIDE GROUPS

a) Petworth Business Association

To receive an update from Cllr Kemp.

b) Traffic, Bus and Highways

To receive an update from Cllr Scallon.

c) Leconfield Hall

To receive a report from the Trustees, Cllr Fynes and Cllr Peet

d) Petworth Sports

To receive an update from Cllr Thorpe, Cllr Peet

**** End of Agenda ****