



# Petworth Town Council

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Dear Cllr

I HEREBY GIVE NOTICE that a meeting of the **PETWORTH TOWN COUNCIL** will be held on **Thursday 16<sup>th</sup> March 2017** in **PETWORTH TOWN COUNCIL OFFICES** commencing at 7.30pm.

Yours sincerely

*Chris Kemp*

Chris Kemp  
Chairman

## Agenda

1. Representations by the public

Members of the public may ask the Chairman for permission to address Council. Please be advised that a request should be submitted no less than 48 hours prior to the meeting.

**Petfring Presentation. Appendix H**

2. Apologies for absence

3. Declarations of interest

To receive from Members declarations of Pecuniary and non-Pecuniary interests in relation to any items included on the agenda for this meeting in accordance with THE LOCALISM ACT 2011 and the Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012.

4. District and County Councillors

To receive reports from District and County Councillors

5. Chairman's Report and other Announcements on matters requested

**Bus Shelter** – Progress Report

**Farmers Market** – Update on indoor market and job vacancy.

**Skate Park-** Progress Report Cllr Hanauer

**Highways and Traffic** – Lorry survey quote – **Appendix A**

**Boys School** Update Cllr Kemp

**De-fib's** - setting up a checking rota and training feedback

**Allotment Letting and Tenancy Agreements** - update

**Sports Ground**

**Adoption of.** Data Protection Policy **Appendix F**

**Adoption of.** Retention of documents Policy. **Appendix G**

**Annual Meeting** -Change of date and Cllr South to discuss advertising and communications to residents and PTC's display/presentation.

**Hampers Common Hire** Bounceworld May 31<sup>st</sup> - **Appendix B**

**Statement from the Chair** - update on the clerk

**Petworth Festival sponsorship.** Documents sent previously on the 16.2.2017

6. To confirm the minutes of the previous council meeting 16<sup>th</sup> February 2017
7. Matters Arising from previous minutes not already on this agenda  
Councillors' opportunity to raise matters from the previous minutes not already on this agenda
8. **To receive Reports**
  - (a) Finance and General Purposes Committee, to include approval of payments, signing of cheques and bank reconciliation
  - (b) Minutes of the previous finance meeting 10 January 2017 **Appendix C**
  - (c) Highways, Traffic and Planning Committee - minutes from the previous meetings  
Propose Cllr Meakin to joining H T and Planning Committee  
12<sup>th</sup> January 2017 and 30<sup>th</sup> January 2017 **Appendix D**
  - (d) Open Spaces Cllr Hanauer – minutes from previous meetings **Appendix E**
  - (e) Vision Group Cllr Fynes
  - (f) Neighbourhood Plan Cllr Kemp
9. To consider other items at the Chairman's discretion