



# Petworth Town Council

Melanie Kite  
Petworth Town Clerk  
[clerk@petworth-tc.gov.uk](mailto:clerk@petworth-tc.gov.uk)

The Old Bakery, Golden Square,  
Petworth, West Sussex,  
GU28 0AP  
T: 01798 344883

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19<sup>th</sup> October 2018

**To All Town Councillors**

**YOU ARE HEREBY SUMMONED TO A MEETING OF THE PETWORTH TOWN COUNCIL TO BE HELD ON THURSDAY 25<sup>th</sup> OCTOBER 2018 IN THE PETWORTH TOWN COUNCIL OFFICE, THE OLD BAKERY, GOLDEN SQUARE, 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 20<sup>th</sup> September 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, Cllr Janet Duncton and Chichester District Councillor, Cllr Eileen Lintill.

**8. FINANCE AND GENERAL PURPOSES COMMITTEE.**

To accept the Minutes of the meetings of 18<sup>th</sup> September (**Appendix 2**)

**9. HIGHWAYS, TRAFFIC AND PLANNING COMMITTEE**

To accept the Minutes of the meeting of 12<sup>th</sup> September 2018 (**Appendix 3**)

**10. OPEN SPACES**

- To approve the Minutes of the meeting of 4<sup>th</sup> September 2018 (**Appendix 4**)
- To consider the letter received from 2 residents from Hampers Green (**Appendix 5**)
- Litter Picking Day – Information Only

**11. TO RECEIVE UPDATES FROM WORKING PARTIES AND GROUPS**

**a) Petworth Business Association**

To receive a monthly update.

**b) Traffic, Bus and Highways**

To receive an update from Cllr Scallon.

**12. NEW HOMES BONUS**

Motion: To accept the conditions as set out in the ‘Agreement relating to New Homes Bonus (Parish Allocations) 2018/19’ for the award of £1,940 in respect of new equipment for the Cricket Club. (**Appendix 6**)

**13. LECONFIELD HALL – BUS SHELTER AREA**

To discuss whose responsibility it is to keep the ground area clean and whether the Hall is permitted to put dustbins in this space.

**14. PETWORTH COMMUNITY GARDENS**

To consider the new Tenancy Agreement to allow the Community Garden to commercially sell the produce grown on their allotment plot. (**Appendix 7**)

Motion: To agree that the Community Garden should be allowed to sell their produce.

**15. THE BATTLE IS OVER – ROSEMARY GARDENS**

Information update (Cllr Kemp and Cllr Scallon)

**16. HERMITAGE WALL and JUBILEE PATH**

To receive an update from a site meeting and subsequent press statement.

**17. TO RECEIVE AN UPDATE ON EXTERNAL MEETINGS FROM COUNCILLORS**