



Petworth Town Council

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TOWN COUNCIL MEETING

THESE ARE DRAFT MINUTES AND ARE SUBJECT TO APPROVAL AT THE NEXT MEETING ON THE 15th FEBRUARY 2018.

A MEETING OF THE PETWORTH TOWN COUNCIL TOOK PLACE ON THURSDAY 18th JANUARY 2018 AT 7.30PM IN THE PETWORTH TOWN COUNCIL OFFICE, THE OLD BAKERY, GOLDEN SQUARE, PETWORTH

MINUTES

Present: Cllr Chris Kemp (Chairman)
Cllr Alan Copus
Cllr Neville Fox
Cllr Juliet Fynes
Cllr Roger Hanauer
Cllr S. Meakin
Cllr Rosa Pawsey
Cllr Michael Peet
Cllr Tony Rogers
Cllr Jim Scallon
Cllr L. Singleton
Cllr Carry Smith
Cllr J. Thorpe
Melanie Kite – Clerk

The press and two members of the public were present.

01/18 CHAIRMAN'S ANNOUNCEMENTS

The Chairman reminded those present of the fire exit and to turn mobile phones to silent.

02/18 APOLOGIES FOR ABSENCE

Cllr R. Evans
District Councillor E. Lintill and County Councillor J. Duncton

03/18 DECLARATIONS OF INTEREST

The Clerk declared a particular interest having submitted an expense claim form.

04/18

MINUTES OF THE PREVIOUS MEETING

The Minutes of the meeting held on 14th December 2017 were approved.
Proposed Cllr Copus, seconded Cllr Hanauer, unanimously approved.

05/18

MATTERS ARISING FROM THE MINUTES

There were no matters arising from the meeting.

The Chairman mentioned that the Petworth Film House had shown its first 'live streaming', an opera, to great success.

06/18

PUBLIC PARTICIPATION SESSION

Adjournment of the meeting for public questions.

Public Questions - Not On the Agenda

A member of the public asked if it was correct that Grove Lane had not been included in the traffic survey especially as there are a number of heavy lorries using it and that the situation is getting worse. He also mentioned the amount of soil that is being washed down on to the highway resulting in saplings and other plants growing on the highway. Cllr Kemp responded explaining that it had been an omission leaving Grove Lane out of the traffic survey but that this had now been rectified and agreed that heavy lorries should not be using Grove Lane. The Clerk will contact WSCC Highways and ask that a cleaning programme is carried out.

Public Questions - On the Agenda

None

Meeting re-convened

07/18

REPORT FROM THE DISTRICT and COUNTY COUNCILLORS

County Councillor J. Duncton was not present but sent in her report which was read by the Clerk.

County Councillor Duncton

Waste disposal area opening times.

From the 1st April the Cabinet member for the Environment has agreed to open these up an hour earlier so the new timings will be: Summer 9am to 6pm and in the Winter months they will close at 4pm.

There are other earlier sites for those who need a waste area sooner and that is Bognor, Crawley and Littlehampton. They will open at 8.30am. Worthing will also now be open 7 days a week during the summer months.

Midhurst which along with Billingshurst is the closest for Petworth, will switch its open and closed days and will now be open from Thursday to Monday and close on Tuesday and Wednesday.

On a good note, none of our plastic waste is taken to China so we haven't got a problem with its disposal. I am told that no plastic from Viridor goes to China.

Operation Watershed which has been very successful has had 25 applications totalling £289,551 and there are 8 more schemes in the pipeline totalling another £37,537. There is still £172,000 in the pot and I am hoping that by the end of our Budget deliberations, County may top up this very successful scheme.

I have mentioned before about our International Emergency team in the West Sussex Fire and Rescue. One of our Firefighters has gone over to Bangladesh to help with the diphtheria outbreak.

District Councillor Lintill

There had been a positive and informative meeting between CDC, Petworth town Council and other relevant officers on the parking issue in Petworth.

The District Council is in the process of doing its budget for 2018/19. It will put forward a balanced budget.

Following on from the introduction of the Recycling Action Plan in early 2016, newly published DEFRA statistics show that CDC now ranks as one of the ten most improved local authorities in the country for household waste reduction with a decrease of 6.1% in the household waste produced per head. CDC's recycling rate has improved being 41.1% for 2016/17 which places us second in West Sussex.

Housing. CDC is doing a review of the Local Plan. A number of villages are opting for the Community Land Trusts. There is money from Central Government to support this scheme. Planning department have taken on 4 new members of staff.

On economic development; CDC are working with Midhurst and Selsey to refresh their Vision document. There is a meeting with Petworth coming up, however, it is recognised that Petworth is in a much stronger position than Midhurst and Selsey.

New Homes grants scheme is at the end of its 4 year period. Due to its success Council is recommending it to be continued.

There will be funding for parishes to have beacons lit to mark WW1 centenary. More information will be made available at a later date.

Cllr Kemp enquired why, as reported in the Vision Minutes that Sam Moor and Steve Hill will be talking to the PBA regarding the Retail Training initiative by CDC and administration of training, did CDC discuss this with the Vision group and not directly with the Petworth Business Association. He also wanted to clarify who Steve Hill is working for as being the Rural Town Co-ordinator he should be liaising with all groups and the town council. District Cllr Lintill agreed that this is his role.

Cllr Hanauer expressed his disappointment over how the process for deciding the art work for the Boy's School had gone ahead. Cllr Hanauer and Kemp expressed their frustration and irritation that the Town Council has not been copied in on the decision making.

08/18

TO RECEIVE REPORTS FROM THE COMMITTEES

Finance and General Purpose Committee

Cllr Copus gave a report on the meeting held on 16th January and clarified the amendment to the Minutes.

The amended Minutes of the Meeting held on 16th January 2018 were adopted.

Proposed Cllr Copus, seconded Cllr Hanauer, all in favour.

Payments

It was agreed that the RFO would query the Leconfield Hall invoice. All other payments were approved. Proposed Cllr Copus, seconded Cllr Peet, all agreed.

Bank Reconciliation

Proposed Cllr Copus, seconded Cllr Kemp, all in favour

Budget 2018/2019 - Attachment

Cllr Copus gave an overview of the budget for 2018/19. Main points as on attachment.

There is a 4.8% increase in the Precept which equates to a 6p increase per week for a Band D property. The council feels that this is sensible and realistic given inflation is around 3% and the council is delivering on maintaining and improving the town and its environment.

The budget for 2018/19 was approved.

Proposed Cllr Hanauer, seconded Cllr Peet unanimously approved.

Planning Committee

The Minutes of the meeting held on 23rd November 2017 were adopted.

Proposed Cllr Singleton, seconded Cllr Hanauer all in favour.

09/18

TO RECEIVE UP DATES FROM WORKING PARTIES AND GROUPS

(a) Town traffic

Cllr Scallon brought the Council up to date.

The outline of his Traffic Plan covers Traffic Plan Summary, Public Consultation Results, HGV Routing & Signage, Gateways & Thresholds and Traffic Calming Issues in Phase 1 are finished and ready to be discussed with WSCC Highways. Issues in Phase 2, 3 and 4 will be looked at after phase 1 issues are sorted. Signage is a major issue. It needs to be clearer and fewer signs. Cllr Scallon to produce a written document to supplement his Power Point presentation.

Following a meeting with CDC regarding re-positioning of the bus stop outside the Leconfield Hall, Cllr Kemp briefed Council. WSCC will look into the possibility of moving the bus stop to the side of the Nat West building. PTC to contact Stagecoach as it needs to be consulted.

(b) Vision Group

Cllr Fynes had forwarded the Minutes of the last meeting to all councillors. However, a review of Petworth Vision notes was attached as separate document and was not made available to the town councillors or the public.

A meeting between members of the Vision and Petworth Town Council would be taking place prior to their meeting with CDC.

(c) Petworth Business Association

New members have joined.

Petworth Pages has had a revamp. Each quarter the front page will have a seasonal photo. Everybody is welcome to submit their photos for the front cover. The inside format has changed. The new Spring issue will be out mid-February.

(d) Petworth Sports CIC

Cllr Peet gave the report. They had had a meeting with the National Trust to discuss having a 25 year lease on the sports ground. The National Trust were very supportive and it was an extremely positive meeting.

(e) Neighbourhood Development Plan

The external examiner has passed his verdict. It will now go to the SDNP planning committee meeting on 8th February, where if approved a Referendum date will be set. A grant will be applied for to fund advertising for the Referendum.

10/18

SAFEGUARDING CHILDREN POLICY

Cllr Meakin felt that there were areas that needed to be addressed. He will speak to the Clerk and the amended policy will be viewed again at the next council meeting.

11/18

STREET NAMING – DEVELOPMENT AT THE FORMER LAUNDRY COTTAGE SITE

It was agreed to put forward *Old School Close*.

Proposed Cllr Copus, seconded Cllr Thorpe unanimously agreed.

12/18

SKATE PARK

The council is waiting for the dimensional drawings of the area. Once these have been received it will be forwarded to CDC for their inspection and comments. Following this Heads of Terms will be drawn up.

13/18

WW1 CENTENARY COMMEMERATIONS 2018

Information has been received from the Royal British Legion regarding towns and villages sponsoring a ‘Silent Soldier’. It was agreed that Petworth would sponsor one and it was hoped that other organisations and businesses may do the same in order for around 5 are placed around Petworth.

Chichester District Council is encouraging parishes to light a beacon, and is making up to £250 available for each parish council, to go alongside a Centenary Beacon at Westminster Abbey.

14/18

MATTERS TO BE DISCUSSED AT THE CHAIRMAN’S DISCRETION

Cllr Hanauer asked to have clarified whether it is Barton or Bartons Lane. At present it is Barton Lane. Clerk to investigate.

Volunteers were asked for to help clear brambles along Shimmings Valley. Meeting on Saturday 10th February.

It had been noted that St Mary's clock is not chiming the right amount of times for the hour. To be investigated and monitored.

Meeting Closed: 9:36pm.

Signed: _____
Chairman.

Dated: _____