



Petworth Town Council

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13th September 2019

To All Town Councillors

YOU ARE HEREBY SUMMONED TO A MEETING OF THE PETWORTH TOWN COUNCIL TO BE HELD ON THURSDAY 19th SEPTEMBER 2019 IN THE PETWORTH TOWN COUNCIL OFFICE, THE OLD BAKERY, GOLDEN SQUARE, PETWORTH COMMENCING AT 7:30PM

Chris Kemp
CHAIR

AGENDA

1. **CHAIRMAN'S ANNOUNCEMENTS**
Reminder about mobile phones and the fire exit.
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 meetings held on 18th July 2019 (**Appendix 1**)
5. **MATTERS ARISING FROM THOSE MINUTES**
To discuss matters arising from those Minutes not otherwise stated in the 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 meeting of 16th July 2019 & 20th August 2019 (**Appendix 2 & 3**)
Grant application: Petworth Festival (**Appendix 4**).
9. **HIGHWAYS, TRAFFIC AND PLANNING COMMITTEE**
To accept the Minutes of the meeting of 10th July 2019 (**Appendix 5**)
Cllr Atkins to inform the members of any specific applications or planning related information from the last planning meeting.
10. **OPEN SPACES COMMITTEE**
To approve the Minutes of the meeting of 3rd July 2019 (**Appendix 6**)
Cllr Peet to inform the council of any specific issues that arose at the last Open Spaces meeting.
11. **TO RECEIVE UPDATES FROM WORKING PARTIES AND OUTSIDE GROUPS**
 - a) **Petworth Business Association** - Update
 - b) **Traffic Calming working group** - Cllr Scallon Highways Proposal
 - c) **Petworth Sports** - Cllr Thorpe, Cllr Peet
 - d) **Petworth Tourism** - Update
 - e) **New Premises** – Update
 - f) **Community Hub** – Update including notes from the meeting 9/9/19 (**Appendix 7**)
 - g) **Christmas Event** - Update
12. **RIGHT TO BID**
Motion: Should the town Council submit a Right To Bid on all land & facilities at the current Petworth Library site.
13. **RFO** – the formal appointment of the Clerk as the Council’s RFO
14. **BOYS SCHOOL MEMORIAL BLESSING** – 29th September 2019
15. **BUS STOPS AND PROPOSALS TO CHANGE ROUTES**
16. **ENDORSEMENT OF AMENDMENTS REQUIRED TO THE BANKING MANDATE** –
Endorsement of the Finance & General Purpose Committee’s decision to add the Clerk and Cllrs Singleton & Peet to the banking mandate.
17. **GRANTS POLICY** – Consideration of the following resolution to the grants policy as recommended by the Finance & General Purpose committee in order to consider revenue applications in the future: *“Grants are awarded towards specific events or projects of a capital nature. In very exceptional circumstances, Council may consider making an award to support a revenue activity”*.
18. **NEXT FULL COUNCIL MEETING (Information Only)**
Thursday 17th October.

**** End of Agenda ****