



Petworth Town Council

Petworth Town Clerk
clerk@petworth-tc.gov.uk

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

11th October 2019

To All Town Councillors

YOU ARE HEREBY SUMMONED TO A MEETING OF THE PETWORTH TOWN COUNCIL TO BE HELD ON THURSDAY 17TH OCTOBER 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 19th September 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 17th September 2019 (**Appendix 2**)
Cllr Copus to inform the council of any specific issues that arose at the last Finance & general purposes meeting and to seek Council approval for any required unbudgeted expenditure.
9. **HIGHWAYS, TRAFFIC AND PLANNING COMMITTEE**
To accept the Minutes of the meeting of 14th August 2019 & 11th September 2019 (**Appendix 3 & 4**)
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 7th August 2019 & 4th September 2019 (**Appendix 5 & 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** - Cllr Kemp
 - b) **Traffic Calming working group** - Cllr Scallon
 - c) **Petworth Sports** - Cllr Thorpe, Cllr Peet
 - d) **Petworth Tourism** - Update
 - e) **New Premises** – Update
 - f) **Community Hub** – Update
 - g) **Christmas Event** - Update
12. **PETWORTH FAIR**
13. **COMMITTEES & WORKING GROUPS MEMBERSHIP** – to review membership of the Council’s committees & working groups
14. **TO RECEIVE THE REPORT FROM THE EXTERNAL AUDITOR** – to note the year-end report
15. **HEALTH & SAFETY POLICY** – to review the proposed amendments to the Council’s Health & Safety policy (**Appendix 7**)
16. **FINANCIAL REGULATIONS** – to review the proposed amendments to the Council’s Financial Regulations (**Appendix 8**)
17. **NEW HOMES BONUS** - To accept the conditions as set out in the ‘Agreement relating to New Homes Bonus (Parish Allocations) 2019/20 for the award of £1,050 in respect of a sound upgrade within Leconfield Hall (**Appendix 9 & 10**)
18. **NEXT FULL COUNCIL MEETING (Information Only)**
Thursday 21st November.

** End of Agenda **