



Petworth Town Council

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15th November 2019

To All Town Councillors

YOU ARE HEREBY SUMMONED TO A MEETING OF THE PETWORTH TOWN COUNCIL TO BE HELD ON THURSDAY 21ST NOVEMBER 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 17th October 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 15th October 2019 (**Appendix 2**).

Grant application: Petworth Fair (**Appendix 3**) & 4Sight Vision Support (**Appendix 4**).

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 9th October 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 2nd October 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 - Cllr Kemp

b) Traffic Calming working group - Cllr Scallon

c) Petworth Sports - Cllr Thorpe, Cllr Peet

d) Petworth Visitors - Cllr Singleton

e) New Premises – Update

f) Community Hub – Cllr Thorpe

g) Christmas Event – Cllr Kemp

12. THE OLD BAKERY LEASE

13. INTERNAL INTERIM AUDIT REPORT (Appendix 7)

To review the report from the internal interim audit which took place on 13th November 2019.

14. PETWORTH TOWN COUNCIL CREDIT CARDS

To approve the Finance Committees' recommendation that the Town Council apply for 2 Town Council credit cards.

15. SOUTH DOWNS NATIONAL PARK INITIATIVES

To review notes from a recent meeting with Charles Winchester, SDNPA Ranger (**Appendix 8**).

16. NEXT FULL COUNCIL MEETING (Information Only)

Thursday 16th January 2020.

** End of Agenda **