



Petworth Town Council

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12th June 2020

To All Town Councillors

YOU ARE HEREBY SUMMONED TO A MEETING OF THE PETWORTH TOWN COUNCIL TO BE HELD ON THURSDAY 18TH JUNE 2020 AT 7PM VIA VIDEO CONFERENCING

Liz Singleton
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 21st May 2020 (**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.

7. **REPORT FROM DISTRICT AND COUNTY COUNCILLORS**
To receive reports from West Sussex County Councillor Janet Duncton and Chichester District Councillor Eileen Lintill.
8. **ANNUAL INTERNAL AUDIT REPORT**
To receive and note the annual internal audit report (**Appendix 2**)
9. **ANNUAL GOVERNANCE STATEMENT 2019/20**
To consider and approve the Annual Governance Statement 2019/20 (**Appendix 3**)
10. **ACCOUNTING STATEMENTS 2019/20**
To consider and approve the Accounting Statements 2019/20 (**Appendix 4**)
11. **FINANCE AND GENERAL PURPOSES COMMITTEE**
Cllr Copus to inform the council of any specific issues that arose at the Finance & General Purposes meeting on 16th June 2020 and to seek Council approval for any required unbudgeted expenditure.
12. **HIGHWAYS, TRAFFIC AND PLANNING COMMITTEE**
Cllr Atkins to inform the members of any specific applications or planning related information from the Planning meeting on 10th June 2020.
13. **OPEN SPACES COMMITTEE**
Cllr Peet to inform the council of any specific issues that arose at the Open Spaces meeting on 3rd June 2020.
14. **TO RECEIVE UPDATES FROM WORKING PARTIES AND OUTSIDE GROUPS**
 - a) **Petworth Business Association** - Cllr Desai
 - 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) **Planting & Horticulture** – Cllr Hewlett
 - h) **Infrastructure Business Plan** – Cllr Atkins
15. **PLANTING & HORTICULTURE WORKING GROUP MEMBERSHIP**
Following Cllr Scallon’s decision to step down from the working group, to appoint a Cllr as his replacement.
16. **EXCLUSION OF MEMBERS OF THE PUBLIC AND PRESS**
The Motion: “In accordance with the provisions of section 1(2) of the Public Bodies (admission to Meetings) Act 1960 the press and public be excluded from the meeting by reason of the confidential nature of the business to be transacted”

The excluded session is to consider personnel matters.
17. **NEXT FULL COUNCIL MEETING (Information Only)**
Thursday 16th July 2020.

** End of Agenda **