

MINUTES OF A MEETING OF PETWORTH TOWN COUNCIL
HELD ON THURSDAY 19 JULY 2016 at 7.30 pm

in the
COUNCIL OFFICE, GOLDEN SQUARE, PETWORTH

Cllrs: Present: Mr Chris Kemp (Chair)
Mr Roger Hanauer (Vice Chair)
Mr David Burden
Mr Alan Copus
Mrs Carry Smith
Mr Michael Peet
Mrs Maggie South
Mr Neville Fox
Mrs Juliet Fynes
Mrs Liz Singleton (L)

Apologies: Mr Hugo Petersens
Miss Samantha Spriggs
Dr Rosa Pawsey
Mr Rob Evans
Mr Tony Rogers

Also in attendance: District Cllr: Eileen Lintill
County Cllr: Janet Duncton
Press: Jenny Mouland

Town Clerk: Locum Clerk: Peter Welch JP

38/16 Representations by the public.

There were no representations.

39/16 Apologies for absence

Apologies were received from Cllrs Petersens, Spriggs, Pawsay, Evans, Rogers.

40/16 Declarations of Interest.

There were no declarations in accordance with **THE LOCALISM ACT 2011** and the **Relevant Authorities (Disclosure Pecuniary Interests) Regulations 2012.**

41/16 District and County Councillors

District councillor Lintill

BREXIT

BREXIT had caused concern and uncertainty with the district council finances. However, Chichester District Council would make the most of the situation. In order to cut costs where possible it had been decided to consider amalgamation of common services between Chichester DC, Horsham DC and Arun DC.

Recycling

The district council had reached 50% of the 2021 target for recycling. It had been decided by CDC to relaunch the Green Bin recycling event, on 10th September, targeting supermarkets.

Petworth TC would consider its options for Petworth.

Sussex Police

Dist. Cllr Lintill had joined officers for a tour of duty. She noted the speedy deployment of units to respond to incidents.

Justin Burtenshaw of Sussex Police has extended an invitation to all councillors to join officers at any time.

Outside Public Events

The Dist. Cllr reiterated national guidance limit of 65dB for the sound level of PA systems and music.

Pavements

Parish councillors are asked to identify any problems and report to CDC.

Corporate parenting

The idea behind this initiative is to help children from deprived backgrounds.

Fire and Rescue Service

The district council is resisting Fire and Rescue services amalgamation with Sussex Police and Crime commissioner. It is considered that there would be large scale reduction in Fire and Rescue services in most areas.

County Councillor Janet Duncton

County Councillor Janet Duncton arrived at 8.34pm

Waste recycling centres

Opening times of centres to change in the near future. More information to follow.

South Downs National Park.

A plan for the future development is currently being worked on.

Refuse collections

Feedback from residents had been very positive. The service was considered good and on time with residents stating that operatives were helpful and good humoured.

Disabled Access in Petworth.

It was stated that there was a CDC scoring system applied to all applications for improvement to disabled access. If the access requirement met the threshold score, the work would be completed.

42/16 Chairman's Report and other matters

Neighbourhood Plan update by Cllr Kemp

Consultants are to analyse information received from public consultation. Results of consultation pending.

Skate Park

Cllrs Hanauer and Peet informed Council that the plan for a new skate park is in the final stages of refinement. There were 15 sites for consideration. CDC have been helpful with advice. There will be a final stage of appraisal, then the matter taken back to CDC.

Car parks, Pound Street and Midhurst Road.

A quote for safety work in the Pound Street car park. A surveyor has been asked to look at the condition of the wall.

Operation Watershed

Cllrs Kemp and Peet will cooperate on an application to WSCC. Two culverts are identified as requiring work under the A272. One east of Horsham Road and one in Kirdford Road. This culvert needs re-siting to take out a kink in the pipework. It may be possible to get grant aid to assist with the cost of this work.

Proposed bus shelter on Station Road.

Cllr Hanauer informed Council that WSCC are unhappy with the site lines of the road junction around this site. Work will be needed to remove some of the bank and a retaining wall built in order for the shelter to be installed. This is ongoing.

WSCC Highways

This item is to be moved to the HT&P committee. A replacement for the liaison officer Joel Sykes has yet to be appointed.

Street lighting

Here is some doubt about the number of street lights owned by WSCC. **Cllr Fox** volunteered to identify the number of lighting standards owned by Petworth Town Council.

Winter Maintenance Plan

Date for final plan to be decided. Petworth TC is to identify the amount of road grit required this winter. An increased requirement for grit from 10 to 12 bags needs supporting documentation. There is no cost to the Town Council. Location of grit dumps will be published in Petworth Pages in due course.

Farmer's Market

The farmer's market seems to be running well and is well attended. Road and parking signs need to be placed in a timely manner but parking restrictions are generally not an issue. **Cllr Copus** will write Terms of Reference for the market. A Farmer's Market manager needs to be identified. **Cllr Copus** has checked receipts from the Farmer's Market, these are being paid in a timely manner and are up to date. Bank BACS access will be sought to give remote access to payments. Income is exceeding expenditure.

Petworth in Bloom

The application for a licence to place flowers on verges is in hand and detailed site drawings in progress. Outcomes from the 30 July meeting has revealed that Petworth In Bloom name may have to be changed. The Petworth Gardening club is to be put on the community website. Gardening club members are currently looking at grass cutting areas as possible improvements areas. **Cllr Kemp** has given details to the gardening club. The gardening club will bring the boy's grave up to a good standard with fresh shingle etc. Petworth TC will pay for 2 hours rent at Hampers Green Community Centre to help with the launch of the gardening club.

Lorry and unauthorised traffic signs

Lorry signs

A log of lorry movements around the town has also shown that signs directing goods vehicles are generally being ignored by drivers. There is also an urgent need to cutback undergrowth to give drivers good and early sight of lorry direction signs.

Unauthorised roadside signage

A285. Un authorised signs are causing danger to traffic in Graffham because drivers are unsighted when pulling into the main road. **Cllr Fox** suggested a letter is written to WSCC about proliferation of unauthorised signs generally. **Cllr Kemp** will take issue to WSCC.

Licensing

Cllr Kemp has sent application for Petworth TC to Chichester District Council for comment before submission.

Petworth Sports Association

Council will be asked to discuss whether the Town Council should take a lead role in the associations future. It may be asked to become leaseholders in the future. It is considered that The National trust will have difficulty in granting new licences for ground available to the association. There was general agreement that the associations facilities needed to be upgraded.

Allotments

Cllr Copus to establish outstanding rents for allotments. **Cllr Kemp** to request an audit of allotments from John Robbins, then match results to council's list of allotment holders before late payment letters are sent to holders.

Councillor Burden left the meeting at 8.55pm

43/16 To receive reports from various committees for adoption.

Finance and General Purposes committee

Invoices for approval

J Aguilar	285.00	Petworth Pages net contribution
J Aguilar	26.45	N Plan Badges & Velcro
J Aguilar	29.09	N Plan Facebook ads
J Aguilar	89.87	N Plan Facebook ads
CDC	1,560.00	Office Rent & Service Charges
Southern Water	66.52	Allotments Water
Link Hire	102.00	Farmers Market Barriers and sign
Leconfield Estate	47.53	Allotments Water
Viking	189.90	Office stationery
Parkfield Retail	8.18	Farmers Market cable ties
Southern Electric	262.78	Street Lighting
Steeple	42.00	Farmers Market Fit signs
Flude	1,638.00	Office Rent & Service Charges
WSCC	863.28	Street Lighting Maintenance FY 2015/16 20 lamps
HJS land Services	1,140.00	Rosemary Gdns/Hampers Com Contract for June

Plus, additional invoices received since F&GP meeting

SSALC	138.00	Membership
Cllr Kemp	32.40	Fuel costs for training.

Proposed by **Cllr Copus**

Seconded by **Cllr Hanauer**

APPROVED

Bank Reconciliation

Reserve at 1 April 2016 - general	24,478
Reserve at 1 April 2016 - for allotments	99
Reserve at 1 April 2016 - for NP	12,829
Reserve at 1 April 2016 - for playparks	-1,551
Less: Playpark spend	-4,371.72
Less: Recoverable VAT 2015/16	669
Less: Recoverable VAT 2016/17	-3,091
Plus: income	57,554
Less: expenditure	-28,631
Less: N Plan expenditure	-5,347

Balance at 30/06/2016 52,638.73

Bank Balances at 30/06/2016	
Nat West Current Account	17,522.63
Nat West Deposit Account	35,116.10

Total 52,638.73

Proposed by **Cllr Kemp**

Seconded by **Cllr Fox**

APPROVED

Finance Report approval

Proposed by **Cllr Copus**

Seconded by **Cllr Singleton** **ADOPTED**

Council minutes of 21 June 2016

Unavailable due to staff sickness.

Highways, Traffic and Planning Committee

Meeting required soon due to receipt of several planning applications. Meeting date of 27th July 2016. 7pm Suggested by **Cllr Hanauer**. **APPROVED** by Council.

Open Spaces

The meeting set for 20th July had been cancelled. A new date 9th August has been set.

Council was informed of the following;

Information Boards should be erected in a discrete and sympathetic way.

Electrical supply had been removed from the Public Call Box in Hampers Green.

Costing required for goal posts in Hampers green

Benches required for picnic area. **Cllrs Kemp and Hanauer** to make application.

Petworth Business Association

New maps for the town are in hand.

Petworth pages

Here will be a section on historic Petworth and its cricket history. Council **noted** the contribution made by John Galvin, Head teacher, Petworth primary School. There would also be a section on historical policing in Petworth.

44/16 To consider other items at the Chairman's discretion.

There was no other business.

45/16 Staffing

Council were asked to agree press and public exclusion due to its confidential nature.

Proposed by **Cllr Hanauer**

Seconded by **Cllr Smith**

AGREED

The meeting closed at 9.35 pm

Signed.....

Chair