



Petworth Town Council

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TOWN COUNCIL MEETING

A MEETING OF THE PETWORTH TOWN COUNCIL TOOK PLACE ON THURSDAY
19th APRIL 2018 AT 7.30PM IN THE PETWORTH TOWN COUNCIL OFFICE, THE OLD
BAKERY, GOLDEN SQUARE, PETWORTH

MINUTES

Present: Cllr Chris Kemp (Chairman)
Cllr David Burden
Cllr Alan Copus
Cllr Rob Evans
Cllr Neville Fox
Cllr Juliet Fynes
Cllr Roger Hanauer
Cllr Michael Peet
Cllr Rosa Pawsey
Cllr Jim Scallon
Cllr Liz Singleton
Melanie Kite – Clerk

County Councillor J. Duncton, district Councillor E. Lintill were present
Eleven members of the public and the press were present.

39/18 CHAIRMAN'S ANNOUNCEMENTS

The Chairman reminded those present of the fire exit and to turn mobile phones to silent. The meeting was recorded.

40/18 APOLOGIES FOR ABSENCE

Cllr C. Smith, Cllr S. Meakin, Cllr T. Rogers, Cllr J. Thorpe

41/18 DECLARATIONS OF INTEREST

The Clerk declared a particular interest having submitted an expense claim form.

42/18 MINUTES OF THE PREVIOUS MEETING

Cllr J. Fynes asked for an amendment to Minute 34/18:

Cllr Fynes enquired why Petworth could not have more appealing bus stops similar to those further south. She also thought that the buses - amended to read the bus stop signs should

have SNNPA branding, emphasising the fact that we are right in the National Park, and especially as the number 60, Midhurst to Chichester has the SDNPA logo. D.Cllr Lintill will look into this.

The Minutes, as amended, of the meeting held on 15th March 2018 were approved and signed as a true and accurate record of the meeting.

Proposed Cllr Evans, seconded Cllr Hanauer, unanimously approved.

43/18 MATTERS ARISING and ACTONS RESULTING FROM THE MINUTES

There were no matters arising from the Minutes.

44/18 PUBLIC PARTICIPATION SESSION

Adjournment of the meeting for public questions.

Questions from members of the public:

- Will there be a cash point in Petworth after the NatWest bank has closed? The mobile bank for one hour and one day a week is not sufficient, only alternative is to go on line. It is extremely inconvenient.

Cllr Kemp said that as he understands it, at the moment the cash point machine will stay where it is until a new tenant is found. Thereafter, he felt sure that there would still be a cash machine in Petworth.

- Is there a legal limit on the noise emissions from motorbikes especially late at night? Cllr Kemp will make enquiries and report back.

District Cllr Lintill said that the MOT has to check these levels before passing the motorbike but did not know if there is a legal limit. Nobody else knew.

- Traffic speed up North Street and the dangerous pinch points where pedestrians are getting clipped by vehicles. The resident had spoken to Cllr Scallon as well.

This is one traffic point on the town council's working party document. It is trying to find a solution which is acceptable to WSCC highways. The latest meeting with WSCC highways discussed this very issue in detail but as yet there is no agreed solution. Cllr Kemp assured the residents the whole issue of traffic in Petworth is a major project for the Town Council. Cllr Kemp recommended that all incidences are reported to highways. Unless WSCC highways has evidence it is not likely to discuss finding a solution to problems. County Cllr Duncton said that incidences can be reported on the 'Love West Sussex' website.

Meeting re-convened

45/18 REPORT FROM THE DISTRICT and COUNTY COUNCILLORS

County Councillor Duncton

WSCC are asking the question "What Matters To You?" and wants everyone to fill in a questionnaire on line.

£1.6m extra been given for repairing potholes throughout West Sussex. 3 more teams have been added to bring the total up to 15 teams. Around 150 potholes are filled daily. Potholes can be reported on the WSCC website.

Commemoration Soldiers for the WW1 centenary can be placed near the roadside without planning permission, but within the statutory health and safety regulations.

The Boy's memorial – County Cllr Duncton has spoken all the surviving members and families on what to have and the final decision will be published in the Observer for all to see.

County Cllr Duncton has looked into PTC's query on why it cannot get help through the Watershed grant for the repair of the blocked culvert and will send the email to the Clerk. Cllr Kemp reiterated the fact that the blocked culvert fulfils the criteria for the Watershed grant. WSCC still do not agree that it does.

Cllr Hanauer asked again if PTC had our County Councillor's support for its traffic survey and initiative. County Cllr Duncton had not withheld her support but reiterated that she wanted to hear from the highways engineers first on what is feasible. Cllr Hanauer felt that this amounted to her only wanting to show her support on something that was proven to be successful.

At the last highways meeting Chris Dye had asked if PTC had the support of the County Councillor so PTC would appreciate it if she could be seen to support the initiative.

District Councillor Lintill

District Cllr apologised that she had not got around to getting the bus stop signs done.

Cllr Kemp had accompanied her on a visit to Selsey Works. This had been a very productive meeting and they had benefitted from hearing about the problems, pitfalls and the things that had worked.

Community Safety meeting – the fire brigade were at the meeting as there is a big push to recruit retained firefighters. They are doing a joint recruitment with the Sylvia Beaufof centre.

Litter Campaign – Petworth Against Litter. The idea is for people to adopt an area and take the initiative to keep their area clear of litter. Both the County and District Councillors said that they had adopted an area and Cllr Hanauer offered to adopt Byworth.

8pm – District Cllr Lintill left the meeting.

46/18

TO RECEIVE REPORTS FROM THE COMMITTEES

Finance and General Purpose Committee

The Minutes of the Meeting held on 13th March 2018 were adopted.

Proposed Cllr Peet, seconded Cllr Evans, all in favour.

Year End accounts

Cllr Copus explained that there was a £15,000 surplus at the year end. This mainly came from saving on the salary for not having a Clerk for half a year; extra unbudgeted money from the Farmers Market and no money had been spent on the skate park and a few other cost areas. Offsetting this a substantial amount more money was spent on grounds maintenance. This was for taking on the upkeep of the cemeteries even though CDC did give some money; the sports ground grant money has been agreed and has been received in this year's accounts. The Neighbourhood Plan required a little more money than budgeted for.

At the year-end there was £27,000 cash in the bank account.

Propose to adopt these accounts:

Proposed Cllr Copus, seconded Cllr Peet, all in favour.

The Bank reconciliation had been approved at Finance meeting

Payments

All payments were approved.

Proposed Cllr Evans, seconded Cllr Burden, all agreed.

There was a question on collection of stall holder's money and bad debtors at the farmers market. There are no outstanding bad debtors and stall holders are regularly chased if they have not paid.

Proposed Cllr Scallon, seconded Cllr Burden all in favour.

Cllr Kemp thanked Cllr Copus for managing the accounts during the year.

Planning Committee

The Minutes of the meeting held on 7th March 2018 were adopted.
Proposed Cllr Scallon, seconded Cllr Singleton all in favour.

47/18

TO RECEIVE UP DATES FROM WORKING PARTIES AND GROUPS

(a) Petworth Business Association

An update was received from Cllr Kemp. The mini maps should be ready by the end of the month. Proposal for the PBA to do something about Petworth becoming plastic free.

However, this is a very big project and needs a lot of work.

A PTC working party with PBA members and Jo from Petworth House needs to be set up to look at tourism within Petworth town, linking this with the National Trust/Petworth House and SDNPA.

(b) Neighbourhood Development Plan

The consultation period for H8 has now ended and it will be included in the Plan. The referendum is confirmed for 7th June. It will be managed by electoral services at CDC. Plans will be held in the town office and available for the public to see.

Should the NDP not get approved then Petworth will have no say on planning in the town and SDNPA will control all of it.

(c) Traffic Working Party

Cllr Scallon, using 2 slides, updated the members on the traffic plan. First set of initiatives with 8 proposals, were discussed with highways at the last meeting. This was a useful meeting with helpful advice. It is hoped that a formal proposal will be ready to forward to WSCC by the end of the year.

(d) Skate Park

Statement read by Cllr Peet

PTC Skate park Update Statement:

Two years have elapsed since the 9th Feb 2016, the date when CDC Cabinet decided to reject PTC's proposal to build a skate park in an area of the Sylvia Beaufoy car park. Since this unfortunate site refusal PTC commenced an Options Appraisal process with the objective of identifying a suitable alternative site for this much needed facility on behalf of the children and youth of our town.

To date 23 alternate sites have been evaluated, unfortunately all but one was found to be completely non-viable for numerous reasons. During the Options Appraisal we approached CDC to find out if they had suitable land for the purpose, they immediately acknowledged the need for a skate park for the youth of the town and offered PTC a site 'in principle'. The location of this site is a grass bank area at the lower end of Pound Street car park, this offer was subject to a raft of terms and conditions including a stipulation that no more than 4 car parking spaces be lost.

CDC first offered the possible site in Pound Street car park during September 2016, since then a period of 18-months of technical and legal investigation and negotiation has taken place between CDC & PTC. We finally received confirmation that this site could be made available together with Heads of the Lease in February 2018, until that point we PTC was in no position to seriously consider the Pound Street site as a viable option for the skate park. Confirmation the Pound Street car park location is available merely triggers the consultation phase on the use of this site, we begun a series of meetings with residents, interested individuals and other groups from Petworth to discuss and debate the suitability of the Pound Street car park location. Meanwhile we continue our Options Appraisal process in an effort to identify suitable alternate sites.

Cllr Fox responded to the statement. He sympathised with the concerns of the residents, such as noise and the issue of safety as the youths would be going through the car park. Cllr Fox stated that he had been involved in the project for a skate park at the original Sylvia Beaufoy (SB) site and knew that youths would bring in items to make skateboarding even more exciting. This was felt to be very dangerous especially as this Sylvia Beaufoy site was based around a car park as well. The area would need to be open each morning and closed and this again presents a problem. He felt that some issues that residents had raised had not been discussed at Full Council.

It was noted that Cllr Fox does not approve of the Pound Street car park site for the skate park and hoped that another site would be found.

Cllr Hanauer reiterated the reason as to why the SB site had been turned down by CDC and said that the Council needs to and will embrace the whole community in this project.

Cllr Kemp confirmed that the working party will bring all information and recommendations back to Full council for discussion. The £70,000 held by CDC and earmarked for the skate park would be used for the youth of Petworth.

48/18 TERMS of REFERENCE - FINANCE and GENERAL PURPOSES COMMITTEE

The motion to approve the Finance and General Purposes Committee be a Standing Committee with full statutory powers and functions and other legal responsibilities.

Proposed Cllr Hanauer, seconded Cllr Evans, unanimously approved.

49/18 CHURCHYARD CLOSURE

On the Closed Orders of Horsham Road and Barton Lane churchyards. Members of the council approved that responsibility for maintaining the churchyards be passed to the District Council.

Proposed Cllr Copus, seconded Cllr Peet, all in favour.

50/18 GENERAL DATA PROTECTION REGULATION

The Clerk gave a brief update on the progress of getting PTC up to date on the new regulations.

All councillors have been given their .gov email addresses.

The Clerk is looking into possible people or companies who could be the Data Protection Officer and has approached Julie Aguilar.

51/18 GRANT APPLICATIONS

The Finance committee had discussed the grant application from the Petworth Community Garden for £450 towards training and recommended to council to approve it.

Proposed Cllr Peet, seconded Cllr Evans unanimously approved.

Cllr Scallon and Cllr Burden did not vote having a particular interest in the Community Garden.

52/18 ASSET REGISTER

It was noted that assets had risen to £229,000 from £223,000 the previous year. The asset register was approved.

Proposed Cllr Copus, seconded Cllr unanimously approved.

Cllr Hanauer requested that the Barton Lane debate be on the agenda again.

Meeting Closed 9:05pm.

53/18 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.**

Proposed Cllr Hanauer, seconded Cllr Copus, all in favour.

Signed: _____
Chairman

Dated: _____