



# Petworth Town Council

Melanie Kite  
Petworth Town Clerk  
[clerk@petworth-tc.gov.uk](mailto:clerk@petworth-tc.gov.uk)

The Old Bakery, Golden Square,  
Petworth,  
West Sussex, GU28 0AP

Tel: 01798 344883

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2<sup>nd</sup> November 2018

**To Open Spaces Committee Members and all other Councillors**

**YOU ARE HEREBY SUMMONED TO A MEETING OF PETWORTH TOWN COUNCIL'S  
OPEN SPACES COMMITTEE TO BE HELD ON THURSDAY 8<sup>th</sup> NOVEMBER 2018 IN THE  
PETWORTH TOWN COUNCIL OFFICE, THE OLD BAKERY, GOLDEN SQUARE,  
PETWORTH, COMMENCING AT 7pm.**

*Melanie Kite*

**MELANIE KITE  
CLERK**

## **AGENDA**

1. **CHAIRMAN'S ANNOUNCEMENTS**  
Reminder about mobile phones, fire exit and recording of meeting.
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 (Appendix 1)**  
To approve and sign minutes of the meeting held on 10<sup>th</sup> October 2018
5. **MATTERS ARISING (Appendix 2)**  
To consider any matters arising from the Minutes not on the agenda.  
Clerk's 'To Do List' - Clerk to update members

**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 the nature of your question should be submitted to the Clerk no less than 48 hours prior to the meeting.**

(b) Items on the agenda.

Meeting re-convened

**7. TO RECEIVE AN UPDATE ON:**

- BT Phone box
- Blocked culvert
- Horsham Road cemetery chapel
- Jubilee Walk
- Grit Bins

**8. HAMPERS COMMON PLAYPARK**

To receive an update on the purchase of and research into, the items agreed on at the last meeting.

**9. GROUNDS MAINTENANCE CONTRACT (Appendix 3)**

To discuss contract details for tendering next year.

**10. ALLOTMENTS**

To discuss setting a standard price for allotments.

To establish a date for a working party to lay black plastic on the vacant plots.

Motion: To vote on an increase in the rental charges from April 2020.

**11. HORSHAM ROAD CEMETERY**

To agree to get a quotation to flatten the ant hills in the Horsham Road Cemetery

**12. DRAFT BUDGET 2019/2020 (On screen)**

To consider the provisional Open Spaces budget 2019/20.

**13. MEETINGS**

To report on any meeting attended with outside organisations or people.