



# Petworth Town Council

Town Clerk: Mrs Rebecca Knifton ACILEx

The Old Bakery  
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Dear Cllr

I HEREBY GIVE NOTICE that a meeting of the **PETWORTH TOWN COUNCIL** will be held on Thursday 20<sup>th</sup> October 2016 in **PETWORTH TOWN COUNCIL OFFICES** commencing at 7.30pm.

Yours sincerely

*Chris Kemp*

Chris Kemp  
Chairman

## Agenda

1. Representations by the public

Members of the public may ask the Chairman for permission to address Council. Please be advised that a request should be submitted no less than 48 hours prior to the meeting.

2. Apologies for absence

3. Declarations of interest

To receive from Members declarations of Pecuniary and non-Pecuniary interests in relation to any items included on the agenda for this meeting in accordance with THE LOCALISM ACT 2011 and the Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012.

4. District and County Councillors

To receive reports from District and County Councillors

5. Chairman's Report and other Announcements on matters requested

**Skate Park** – Cllr Hanauer & Cllr Peet to report on the recent developments and inform members of the current situation

**Operation Watershed** – Cllr Kemp to report on quotes received and the process involved with applying for the Grant

**Bus Shelter** – Cllr Hanauer to report on current position and progress for the new shelter on Station Road

**Winter Maintenance** – Cllrs Copus and Spriggs to report back to members with an update on the redrafting of the Plan

**Farmers Market** – Cllrs Kemp & Peet and to report on the Market's development. Cllr Copus to report on the current financial situation

**Petworth in Bloom** – Report on new planting

**Licensing** – A waiting response from CDC to application

**Allotments** – Update on current situation and condition of allotments Cllr Hanauer

**Budgeting** – Brief discussion on budget requirements for next financial year (Budget and Precept has to be finalised and into CDC by early January.)

**Grass Cutting Contract.** Instruction to review to Open Spaces Committee

**Co op** Statement Cllr Evans on the meeting with the Coop

**Clerk** Statement Cllr Kemp Current Clerking situation

**Christmas Event** Stewarding and Lighting

**Email Address** New arrangements

6. To confirm the minutes of the previous Council meetings

Minutes of the meeting held on

18<sup>th</sup> August 2016.

22<sup>nd</sup> September

**Appendix B**

**Appendix C (to follow)**

7. Matters Arising from previous minutes not already on this agenda

Councillor's opportunity to raise matters from the previous minutes not already on this agenda

8. To receive Reports

(a1) Finance and General Purposes Committee, to include approval of payments, signing of cheques and bank reconciliation

(a2) Minutes of the previous meeting 20<sup>th</sup> September 2016

**Appendix A**

(b) Highways, Traffic and Planning Committee Cllr Evans

(c) OpenSpaces

(d) Petworth Business Association.

(e) Vision Project Cllr Evans Fynes

(f) Neighbourhood Plan Report from Douglas Cooper Chairman

9. To consider other items at the Chairman's discretion