

MINUTES OF A MEETING OF THE OPEN SPACES COMMITTEE HELD ON
TUESDAY 8 DECEMBER 2015
IN THE TOWN COUNCIL OFFICE AT 7 PM

* This meeting was recorded.

Cllrs Present: Mr Roger Hanauer (Chairman)
Mr Chris Kemp
Mr David Burden
Mr Michael Peet
Mrs Maggie South

Apologies: Mr Tony Sneller
Miss Samantha Spriggs
Mrs Carry Smith

In attendance: Town Clerk, Mrs Rebecca Knifton

OS/69/15 Representations by the public
None.

OS/70/15 Apologies for absence
Apologies had been received from Cllrs Sneller, Spriggs and Smith. **NOTED** that Cllr Peet would be late.

OS/71/15 Declarations of interest
There were no declarations of Pecuniary or 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**.

OS/72/15 Minutes of the meeting held on Tuesday 10th of November 2015
Proposed by Cllr South and seconded by Cllr Kemp that the minutes were a true record of the meeting. **RECOMMENDED** that the minutes be adopted by Council.

OS/73/15 Matters arising that are not already included in this agenda
(a) Bus Shelter – **NOTED** that the PBA may not be able to apply for the Grant. **AGREED** that Cllr Sneller will be asked as to whether the Community Association would be prepared to apply.

Cllr Peet Arrived at 7.10pm

NOTED that County Cllr Duncton had not been supportive towards PTC in assisting with obtaining a Grant although she had been in communication with the Committee's Chairman, Cllr Hanauer.

ACTION: Cllr Kemp to contact John Riddell to see if he is able to assist with completing the CIF Fund application.

NOTED that the primary need for bus shelters was at Station Road, near the roundabout at Dawtrey Road. **ACTION:** A spec for the proposed shelters at Hampers Common to be drafted.

(b) Skate Park – Cllr Hanauer reported that he had emailed Sarah Peyman at CDC regarding the feasibility study and she confirmed that it had not yet been to Cabinet as it needs to go to the Estates Team beforehand.

Steve Hansford and Sarah Peyman had asked for the study some time ago in order to save time so that it could go to Cabinet before Christmas.

Cllr Hanauer confirmed that the money was safe.

Cllr Hanauer had contacted SSALC to request clarity on the Tender process. PTC must show value for money, suitability, whether there are any optional extras that may swing the vote etc.

AGREED that when a contractor has been approved, they should consult with the youth of Petworth.

AGREED that each Tender will consider what lighting they propose to install, how they propose to consult and what fencing they intend to install and separate the costs for each of these additional costs.

NOTED that Cllr Hanauer is dealing with the sourcing of the surveyor.

(c) De-fib – **NOTED** that the installation of the de-fib at the Leconfield Hall is imminent.

(d) Footpath around the hills – Cllr South has corresponded with the gentleman who had made request to commission a commemorative bench along the footpath and has **AGREED** that he would like to plant a tree in memory of his wife. **AGREED** that Crab Apple Trees could be purchased at a cost of £40 per tree for planting in January/February.

Cllr South is liaising with Nick Scott from Rights of Way regarding shrub and foliage clearance. **NOTED** that Steve Hodd had auctioned a repair to a small pothole.

ACTION: Cllr South to contact the Coultershaw Trust to enquire into which company did their signs.

(e) War memorial – **NOTED** that the works to War Memorial will commence in early January.

(f) Phone box – **ACTION:** The Clerk to contact BT and instruct them to repair the phonebox at the Leconfield Hall.

(h) Litter Bins – **AGREED** that in accordance with the Asset Register, mapping of the litterbins on a Plan will be undertaken.

ACTION: The Clerk to contact Simon Penny as previously discussed.

(i) Grounds maintenance contracts and mapping – **NOTED** that Cllr Kemp has only just received copies of the maps so the spec should be ready to send out in the New Year. Further **NOTED** that CDC are keen for PTC to take over the contracts.

AGREED that the Precept may have to be increased to prevent maintenance services such as this from disappearing.

(j) Planters – **NOTED** that Cllr South has emptied a number of tubs and replanted the ones from the Co-op leading up to the front of the Leconfield Hall. **NOTED** that the two tubs by the War Memorial will be emptied when the existing flowers die.

(k) Play inspections, update and ROSPA

Rosemary Gardens and Hampers Common – **NOTED** that a quote from Des Bone Ltd had been sourced by the Clerk to undertake the weekly inspections as soon as the new play parks are in situ at a cost of £19 p/w. It was **AGREED** that until Eibe are able to train up a willing volunteer to undertake the task, Des Bone should be instructed.

NOTED that Des Bone had provided a quote for renovation of the swings at Hampers Common. **AGREED** that the quote will be taken to Council for approval.

Proposed by Cllr South and seconded by Cllr Peet.

RECOMMENDED to Council that Des Bone be instructed.

ACTION: The Clerk to contact both Des Bone and Eibe upon Council instruction.

NOTED that there had been an unprecedented amount of rain whilst the works were being undertaken at Hampers Common causing some flooding. Cllr Kemp has spoken with the Estate and in turn, John Riddell who will be clearing his field so that the run-off can drain into it.

AGREED that PTC should hire a skip in order to clear up any waste left on the site at Hampers Common. This will be brought back to Council.

(l) Budget – Deferred.

(m) Seats – Deferred.

OS/74/15 Allotments

The ongoing issue of the cost of installing additional standpipes was discussed and further quotes will be obtained. Cllr Peet suggested that more water butts could be a solution. The matter is ongoing.

OS/75/15 To consider other items at the Chairman’s discretion

As per previous discussions at full Council, Cllr Hanauer spoke further of the 6 finger posts within the Parish and it was **NOTED** that Cllr Kemp had spoken with WSCC regarding the adoption scheme. **NOTED** that the SDNPA could assist with the repairs and possibly the Petworth Society could support the initiative.

AGREED - ACTION: PTC to write to WSCC requesting that it adopts all 6 posts.

NOTED that Lord Egremont’s Estate in Cumbria has suffered severe flooding. Cllr Kemp has spoken to their Mayor and the Clerk has spoken to their Clerk.

Cllr Kemp’s wife has initiated an appeal for donations. The matter will be discussed at Council.

Meeting closed – 8.45pm

Signed.....
Chairman

Dated.....