

MINUTES OF A MEETING OF THE OPEN SPACES COMMITTEE HELD ON
WEDNESDAY 20 JANUARY 2016
IN THE TOWN COUNCIL OFFICE AT 7.30 PM

* This meeting was recorded.

Cllrs Present: Mr Roger Hanauer (Chairman)
Mr Chris Kemp
Mrs Carry Smith
Mr Michael Peet

Apologies: Town Clerk, Mrs Rebecca Knifton
Miss Samantha Spriggs
Mrs Maggie South
Mr David Burden

In attendance: Mrs Julie Aguilar (NP Clerk)

OS/1/16 Representations by the public
None.

OS/2/16 Apologies for absence
Apologies had been received from Cllrs Burden, Spriggs and South. **NOTED** that in the absence of the Clerk, the NP Clerk would take the minutes.

OS/3/16 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/4/16 Minutes of the meeting held on Tuesday 8th December 2015
Proposed by Cllr Smith and seconded by Cllr Kemp that the minutes were a true record of the meeting. **RECOMMENDED** that the minutes be adopted by Council.

OS/5/16 Matters arising that are not already included in this agenda
(a) Bus Shelter – **AGREED** that the position of the current bus shelter should be brought nearer to Dawtrey Road and that work should involve digging into the bank rather than re-route the pavement. Cllr Kemp confirmed that the land belongs to West Sussex Highways.

Cllr Hanauer presented three options and designs for a two, three and four-bay structure. The prices include displays for bus timetables but do not cover groundwork costs. Cllr Hanauer has approached two local contractors (one in Midhurst, one in Petworth) to provide estimates for the latter.

AGREED that a three-bay bus shelter is considered the best option at £2,004 including VAT.

ACTION: Once estimates for the groundworks have been obtained, Cllr Hanauer to give the specifications of the three-bay option and price for the most expensive groundwork quote to Tony Sneller who can apply for a grant via the Petworth & District Community Association.

Petworth Town Council will offer Tony their support in completing the relevant paperwork for the grant.

(b) Skate Park – Cllr Kemp has a meeting arranged to pursue the covenant issue with Charles Granlund of the Leconfield Estates. He has also spoken to Lord Egremont who remains positive about overcoming the issue.

Cllr Hanauer recommends engaging a constructor. He presented designs from three different companies

(anonymously given to preserve due process), all offering the same price and all using the same materials.

Cllr Kemp said the next stage is to select the constructor who represents the best value for money and approach Smiths Gore who can put the Town Council in touch with the best people to help with the appropriate planning applications once the final set of drawings are completed. Cllr Hanauer believes one of the three potential constructors could offer this service and will investigate.

ACTION: Cllr Hanauer to outline the merits and demerits of each design and introduce at the next full Town Council meeting.

(c) De-fib – **NOTED** that the box is up at the Leconfield Hall.

Cllr Peet firmly recommends that the Town Council keeps a record of the model and serial numbers of the three de-fibs for insurance purposes and all **AGREED**.

Cllr Kemp raised the issue of lighting in some of the darker areas where the de-fibs are located, especially Grove Street.

All **AGREED** the need to educate the public a/ about the existence of the de-fibs and b/ how to use them. Ideas discussed included putting information in public places such as the Co-op Food Store and the Library, training sessions in the Red Cross Centre and a press release (perhaps with a photo of PeterJerome, Tony Sneller and the staff from Badgers who set up the Martin Dallyn Fund).

ACTION: Cllr Peet to take photos of model and serial numbers of all three de-fibs to then be put on the asset register.

(d) Footpath around the hills – Cllr Hanauer provided an update on footpaths and planting around the town based on Maggie South's notes.

Cllr Kemp confirmed that the bench on Jubilee Walk is being fixed and that the Town Council could use maintenance funds to repair the fence near the Spring. He also recommended the next step forward is to conduct a proper site visit to ascertain where the fence should go. Work on the bins is also in progress.

(e) War memorial – **NOTED** that the works to War Memorial are completed.

(f) Phone box – **ACTION:** The Clerk has reported that the phone box near the Leconfield Hall is broken and needs to be fixed, especially as it is located near the de-fib.

With regard to the phone box on Hampers Common, it was **AGREED** to post a simple survey through the doors of residents living in Hampers Green expressing the Town Council's plans to remove the phone box. The plan would then be to have BT disconnect the power supply, the Town Council purchase the phone box, put a Tourist Information touch-screen inside it and then place it in the car park vicinity. This is all subject to residents' agreement to remove the phone box from Hampers Green whilst ensuring the touch-screen idea fits in with Petworth Vision and the Neighbourhood Plan.

Cllr Hanauer recommends putting a notice board in Hampers Green to keep residents informed of what is happening in the centre of Petworth. Cllr Kemp suggested it could be placed near the new play park area.

(h) Litter Bins – **Completed**

(i) Grounds maintenance contracts and mapping – **NOTED** that three contractors, including Naldretts, will come back with their proposals on 9th February.

(j) Planters – **NOTED** that Cllr South has completed the winterisation planting and will assess the condition of the planters, perhaps using the ones outside Courtyard as replacements where necessary.

(k) Play inspections, update and ROSPA - Rosemary Gardens and Hampers Common – **NOTED** that Rosemary Gardens is open although no invoice or advisories have yet been received.

Cllr Kemp has a meeting on Thursday, 28th January with Greenspan to resolve and tidy up the site at Hampers Green. Greenspan are keen for the Town Council to sign off the work but two councillors are required. Cllr Hanauer offered his support.

There still remain issues with Greenspan in terms of their threats to put the outstanding monies the Town Council owes them for the project in the hands of a debt collector and the fact that there is still no ROSPA which prevents the play park being legally operational. Cllr Kemp is pursuing and will not pay in full until all works are completed satisfactorily and legal requirements are met. The contract clearly states that the Town Council can retain 5% of the overall project value until satisfied.

OS/6/16 Allotments

The issue of the water leak has been resolved. The water connections have now been switched off.

ACTION: Cllr Kemp to visit the allotments to make a plan of where the stopcocks are and then keep this information for reference in the office.

OS/7/16 To consider other items at the Chairman’s discretion

Cllr Smith raised the issue of 24-hour very bright lighting at Petworth Cottage Nursing Home and wonders if there is anything that can be done to lower it to fit in with the dark skies policy.

ACTION: Cllr Hanauer to speak to the trustees of the Petworth Cottage Nursing Home to establish why they need the bright lighting and if it could be dimmed.

Meeting closed – 9pm

Signed.....
Chairman

Dated.....