

MINUTES OF A MEETING OF PETWORTH TOWN COUNCIL
HELD ON THURSDAY 17 MARCH 2016
at 7.30pm in The Council Offices, Golden Square, Petworth

Cllrs Present: Mr Chris Kemp (Chairman)
Mr Roger Hanauer (Vice Chairman)
Mrs Juliet Fynes
Mr Hugo Petersens
Mrs Carry Smith
Mr Michael Peet
Mrs Liz Singleton
Miss Sam Spriggs
Mr Alan Copus
Mrs Maggie South
Mr David Burden
Mr Rob Evans
Mr Neville Fox

In Attendance: Jenny Mouland - Press

Apologies: Mr Tony Rogers
Dr Rosa Pawsey
Town Clerk - Mrs Rebecca Knifton
District Cllr Eileen Lintill
County Cllr Janet Duncton

Due to flu, the Town Clerk was absent from the meeting so action notes were taken by Maggie South.

20/16 Representations by the public

None

21/16 Apologies for absence

An apology was received from Cllrs Rogers and Pawsey due to annual leave.

22/16 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**.

23/16 District and County Councillors

In their absence, the District and County Cllr reports were made available as separate emails.

County Cllr Duncton:

All agencies are doing a lot of work on Scams.

This has become a huge problem with some losing thousands of pounds in some cases their life savings.

It ranges from those hooked on buying services like Clairvoyants, pills, lottery tickets in Canada and

Australia and potions, to those who knock on the door offering to repair your roof or do your drive.

The most vulnerable are the 74 plus and especially those who are lonely.

This Friday is CSE (child sexual exploitation) day.

We are doing a lot of work in this area and it does happen in West Sussex and never do we want the

Rotherham or Oxford reputation anywhere let alone West Sussex. A lot of work is taking place to keep our children safe.

I don't expect it's any news to you but on line grooming is a growing problem.

Many other items are being worked on as ever not least the possible reorganization of Schools in the Steyning area.

If this does happen and nothing is settled yet, all the Schools in West Sussex will have the same age of transfer.

I am away for the annual Parish meeting which I am sorry about as this is the opportunity for the residents to ask us questions. Perhaps you can pass any queries on to me at a later date. I will send Maggie South comments on County and Twinning.

District Cllr Lintill:

The only update I have is that the grants for electric points has been put back until the summer so we are looking at what we can do with the limited funding we have. I will let you know as soon as I do.

24/16 Chairman's Report and other Announcements on matters requested

The Annual Town Meeting – Cllr South reported that invitations have been sent to 34 organisations. County Councillor and District Councillor have both sent apologies and will send written statements.

Skills Register – Deferred.

NP update – Neighbourhood Plan 17th June for public consultation on the land in the Leconfield Hall. Wednesday 23rd March. There is a workshop and steering group meeting of the NP Group. Notices will be put up on land apportioned so that the public is aware. Cllr Fox raised the point about putting up signs on private land and how this should be done sensitively.

Meeting with Mr Nick Herbert MP – Cllr Kemp reported that the meeting with Nick Herbert MP went well. Nick Herbert had a good understanding of NP's and was concerned that some planning authority's did not adhere to NP which was not the intention of NP as it is linked to the localism act. He also acknowledged that NP's are a big commitment to Councils and here in Petworth we have invested £50k and involved 30 people so far. He was not keen on the current unitary authority as proposed to include W Sussex E Sussex and Surrey. A further result of the meeting was that many other Parishes that attended were concerned about Petworth not getting the Skate Park.

Skate Park – Cllr Hanauer & Cllr Peet reported that Cllr Hanauer has drafted a letter for the councils who attended the above meeting to write to CDC and has also circulated the petition. David Hyland from CDC has met with Cllrs Kemp, Peet and Hanauer, along with the Clerk and now has it clear that there is no other place available for the Skate Park. He took away details. If PTC can get 1000 signatures from Petworth and surrounding villages of residents 18 and above then there is an "ear" at CDC. There is a formula of over 650 signatures which means that CDC have to bring it back to debate. A further meeting with Clive Fish and Jonny Welch was positive. The SB still retain the same concerns about monitoring the skate park but are understanding of the case. Cllrs Hanauer and Peet suggested that the Skate Park could be closed whilst the Youth Club is running (9.5 hours a week), so that this would obviate any need for monitoring. This suggestion is going before the SB committee next month.

Cllr Hanauer suggested that PTC ask a Health and Safety Officer to inspect the site and to write a brief for the Council to take to CDC. Cllr Hanauer has found a person from Woolbeding who could do this for £350 as an independent expert.

Proposed by Cllr South and seconded by Cllr Smith to be actioned by Cllr Hanauer.

RESOLVED

Queen's Birthday – Cllr Kemp reported that he has been invited to join the committee organising the tea party in the Square. Cllr Hanauer proposed and Cllr Fox seconded that this should happen.

RESOLVED

There will be a tea party on June 12th followed by live music.

Hampers Common Play Area – Cllr Kemp reported that the ground is still muddy. Fencing discussed at F&GP committee and it was **RECOMMENDED** to check through insurance as there had been some trespassing. There had been an article in Midhurst and Petworth Observer regarding 'rough sleepers' using the Park but PTC concluded that it could not prevent anyone from doing so. The contractors will return once

the area is dry in order to get the park up to safety standards. Contractors will be given a deadline once the ground has dried.

Car Parks – Cllr Kemp reported that CDC have agreed to do some renovation on the Town Car Parks. Waiting for the tenders to come in and then this work will be done.

WSCC Highways – Cllr Kemp reported that the Pavement up to Nat West Bank had been repaired but not very satisfactorily. Cllr Kemp asked the Cllrs to look at the state of this area of pavement and to make comments via email to the Clerk so that PTC can contact Highways and get something done. As a Town Council, PTC should be applying pressure to get the pavements made safe. Cllr Evans suggested that PTC ask WSCC when their next inspection is to take place and that we ask to accompany them. 20mm is the minimum depth needed before any repair can be done by Highways.

ACTION: To be discussed at the next Traffic and Planning meeting.

Winter Maintenance – Cllr Petersens reported that the Winter Maintenance Plan is under way for next winter.

Farmers Market – Cllrs Kemp, Peet and Evans reported that Market is due to take place on Sat 25th which will be the last one by CDC. £35 per pitch will be charged which will be used by PTC to invest in the signage etc for the market. This will be charged in advance and will be non-returnable. PBA agreed that help may be needed for the first few markets to enable smooth running. Through traffic will not be slowed down by barriers. All parking in the Square will be suspended whilst stalls are being put up and then the ones on the Leconfield side will be reinstalled. One car will be left in the bay outside Lloyds to form a physical barrier.

Street Lighting – Cllr Fox reported that he had sent an email copying in the formal response from WSCC. This was factually incorrect and the point made in the letter that the lights were replaced was not true. It seems that at this time the Market Square was not done. Cllr Fox to write again on behalf of PTC pointing out their error and making the request that the lights are now replaced and not at PTC's cost.

Electronic Payments Policy – Deferred

25/16 To confirm the minutes of the previous Council meetings

The minutes of the previous meetings were unavailable due to the Clerk's absence. **AGREED** that they will be adopted at the next meeting of Council.

26/16 Matters arising from previous minutes not already on this agenda

Cllr Spriggs gave a brief history regarding the Nursery School and how funding was found from EU money originally. Because of selling on, this money has got lost and been wasted. This was more of a comment than looking for a way that PTC can support the Nursery's reinstatement.

27/16 To receive Reports

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

NOTED that Cllr Copus had been co-opted on to join the F&GP committee. First stage of the Independent Internal Audit to take place on Friday 18th March. Decision by the committee to opt in to the new system. Cllr Evans proposed and Cllr Spriggs seconded.

RESOLVED

There was no list of invoices so Cllr Copus ran through these so that cheques could be signed off.

Cllr Hanauer questioned the bill from Hedleys Solicitors and asked what advice PTC had been given which amounted to the invoice. Cllr Kemp suggested holding this back until the Clerk had looked into it.

Payments were proposed by Cllr Kemp and seconded by Cllr Petersens.

RESOLVED

(a2) Minutes of the previous meeting - Deferred.

(b) Highways, Traffic and Planning Committee – Deferred

It was **NOTED** that the Cloud has been down and the laptop had been with the IT maintenance company which meant that minutes had not been able to be circulated. It was **NOTED** that a virus had affected the system probably via an email.

ACTION: Clerk to check how robust the virus/firewall is? Need to look in to options for this system. Some discussion around this in terms of security etc.

(c) Open Spaces - Cllr Hanauer has been in touch with Tony Sneller regarding applying for the grant via the PDCA. This is to go to the committee for discussion on 21st March.

PTC to buy the pipe work to supply water to allotments after the trench has been dug by the allotment holders and previously agreed.

Cllr Hanauer reported that the fingerpost agreement is being prepared.

Decision to look in to gates for Jubilee Walk. **ACTION:** Cllr Hanauer.

Cllr South has looked into the cost of signage similar to Coultershaw Beam Pump. These were £700 + VAT each without the art work. Need to reconsider this.

New wooden slats are proposed to be installed on the benches in Rosemary Gardens. The costs will be referred to the F&GP Committee before passing resolution.

New Grass cutting contractors have started work with favourable feedback.

ACTION: The Clerk to write Bob Riley in reply to his latest email.

(d) Petworth Business Association – **Nothing to report**

(e) Petworth Pages – Positive feedback on the current edition of Petworth Pages. New edition needs articles and the dates for publication are in the front of the copy.

19/16 To consider other items at the Chairman's discretion

Request from Cllr Hanauer for an agenda item on next Open Spaces regarding the tenders for the skate park and an item regarding assets register.

New contractor has started and has cut Rosemary Gardens.

CDC are having issues with passing over the contract for the cemeteries. This will also be discussed at the next Open Spaces.

Meeting closed – 9pm

Signed.....
Chairman