



Petworth Town Council

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28th February 2019

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 WEDNESDAY 6TH MARCH 2019 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 6th February 2019
5. **MATTERS ARISING FROM THE MINUTES**
To consider any matters arising from the Minutes not on the agenda.

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. ACTION LIST (Appendix 2)

To review and receive progress report on items on the 'Action List'. Completed works on separate list.

8. HANGING BASKETS (APPENDIX 3)

To review quotation (as attached) and agree to recommend to Finance for approval.

9. REPLACEMENT BENCH AT SHIMMINGS

Clerk's update regarding the memorial bench and to agree a design option. (To be viewed on screen)

10. ALLOTMENTS (Appendix 4)

To discuss rental review for 1st April 2020

Quotation received from HJS Landscapes for cutting right hand side of Angel street allotment hedge (as attached).

Clerk's report.

11. ACTION AGAINST LITTER (Appendix 5)

CDC are looking for opportunities to promote its 'Against Litter' campaign at community events this summer.

Does PTC wish to promote this at any of its events, such as Open Gardens?

12. DATE OF NEXT MEETING (Information only)

Wednesday 3rd April 2019

****End of Agenda****