



# Petworth Town Council

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28<sup>th</sup> December 2018

**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 MONDAY 7<sup>th</sup> JANUARY 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 5<sup>th</sup> December 2018
5. **MATTERS ARISING**  
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 discuss 'Action List' tasks.

**8. GROUNDS MAINTENANCE TENDERS (To be received and distributed after 4<sup>th</sup> January 2019)**

To consider and approve a contractor for the grounds maintenance contract running from 1<sup>st</sup> March 2019 to 28<sup>th</sup> February 2022.

**ALLOTMENTS**

To discuss and review work that is required to be done next year over all 4 sites.

A set a rental charge per metre square of allotment for each of the 4 sites

To agree a figure for a rental increase from April 2020

**9. VERGE CUTTING**

To agree what work on verges and around signs is required to be done.

**10. STONEMASONS ROUNDABOUT**

Update on the clearance of the stonemason's roundabout and future planting.

**11. CATHOLIC CHURCH**

To discuss what action needs to be undertaken to tidy the island near the car park.

To consider replacing the bench at the bottom of the lane overlooking the valley.

**12. FARMER'S MARKET**

To note the cost of £1,440.00 for bay suspension signs for the 12 months for the Farmer's Market.

**13. NOTICE BOARD**

To agree the lettering and colour of the heading for the council notice board.

**14. PETWORTH PARK SPORTS**

To receive an update on the sports ground.