



Petworth Town Council

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4th October 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 WEDNESDAY 10th OCTOBER 2018 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 4th September 2018
5. **MATTERS ARISING (Appendix 2)**
To consider any matters arising from the Minutes not on the agenda.
Clerk's 'To Do List' - Clerk to update members

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. TO RECEIVE AN UPDATE ON:

- Jubilee walk and house wall
- BT Phone box – current status on the planning application.
To establish a working party to carry the refurbishment and erection of box on site forward.
- Skatepark
- Midhurst Road Bus shelter – new panel
- Blocked culvert – reporting of flooded road from J. Riddell and R. Chandler
- Remembrance Sunday Parade
- Town Council notice board
- Horsham Road cemetery chapel

8. HAMPERS COMMON (Appendix 3)

To discuss the quotation for bulbs for Hampers Common.

Motion: To agree a cost for the purchase of bulbs and submit to F&GP for approval.

9. HAMPERS COMMON PLAYPARK

To receive an update on the purchase and research into the items agreed on at the last meeting.

To discuss moving of one the picnic tables.

Motion: to approve the re-positioning of one picnic table.

10. GROUNDS MAINTENANCE CONTRACT (Appendix 4)

To discuss what should be included in the contract when going for tender next year.

Current contract attached.

11. ALLOTMENTS

To establish a date for a working party to lay black plastic on the vacant plots.

To agree a rota for the committee members to read the 2 water meters on a monthly basis.

12. MONITORING BUDGET AND DRAFT BUDGET 2019/2020 (On screen)

To note expenditure to end September.

To consider any projects for which expenditure will be required in 2019/20.

13. COUNCILLORS MEETINGS

To report on any meeting attended with outside organisations or people.