



# Petworth Town Council

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**A MEETING OF OPEN SPACES COMMITTEE TOOK PLACE ON MONDAY 6<sup>TH</sup> MARCH 2019 AT 7.00PM IN THE TOWN COUNCIL OFFICE, THE OLD BAKERY, GOLDEN SQUARE, PETWORTH**

## MINUTES

**Present:** Cllr R. Hanauer, Chairman  
Cllr D. Burden  
Cllr A. Copus  
Cllr C. Kemp  
Cllr J. Scallon  
Melanie Kite, Clerk

### **30/19 CHAIRMAN'S ANNOUNCEMENTS**

The Chairman requested that mobile phones should be turned off, and advised that the meeting would be recorded for the purposes of the minutes. He pointed out the fire escape route.

### **31/19 APOLOGIES FOR ABSCENCE**

Apoloiges were received from Cllr Atkins, Cllr Fynes, Cllr Peet,

### **32/19 DECLARATIONS OF INTEREST**

No interests were declared.

### **33/19 MINUTES OF THE LAST MEETING**

The Minutes of the meeting held on 6<sup>th</sup> February 2019 were agreed and signed as a true and accurate record.

Proposed Cllr Copus, seconded Cllr Scallon, unanimously approved.

### **34/19 MATTERS ARISING FROM THE MINUTES**

None.

Other matters not arising from the minutes or on the agenda

- The town council is waiting for a confirmed response from Chichester District Council regarding the reserved money for the skate park. A letter to the Leconfield Estate to confirm the new site will be sent.

### **35/19 PUBLIC PARTICIPATION SESSION**

No members of the public were present.

**36/19 ACTION LIST**

The following items were discussed and updated.

- A meeting will be held with the residents of Hampers Green and Piers Taylor of CDC on the proposed site for the youth shelter.
- The Clerk was asked to write to the National Trust, Petworth House to ask that should one of its car parks be closed that they notify the Town Council.
- Cllr Hanauer will renovate the finger post at the bottom of Byworth Road. The Clerk to contact WSCC to adopt the 3 finger posts and get them listed.
- Following the removal of the bench slats and turnstile along Jubilee walk the committee agreed that the Town Council should ask for a letter from Mr. Golden confirming the re-instatement of all furniture.
- Cllr Peet to be contacted to get the costings of the IT equipment for the information box so that the grant can be progressed.
- Positions for the next 4 grit bins were discussed. Proposed sites suggested were: the doctor’s surgery, Mant Road and Library
- Clerk to write to The Leconfield Estate to ask that the tree on Grove Lane be cut back.

**37/19 HANGING BASKETS**

The committee agreed the quotation of £588.23 for 21 self-watering hanging baskets. This will be submitted to Finance committee for approval.  
Proposed Cllr Hanauer, seconded Cllr burden all agreed.

**38/19 REPLACEMENT BENCH AT SHIMMINGS**

The design was agreed. The Clerk will contact the family.

**39/19 ALLOTMENTS**

Cllr Hanauer explained his workings to the members. He had measured all the plots on each of the 4 sites and a standard plot size was agreed at 160m<sup>2</sup>. The rental charge, having taken in to consideration water usage and general maintenance, will be determined on this standard size.  
Tillington - £44; Station Road £44; Grove Lane £50 and Sheepdown £55.  
A letter to all allotment holders informing them of the new rental charges which will come into effect in 2020, will be issued with the invoices for 2019/2020.  
It was agreed that this would be approved at Full Council.

**40/19 ACTION AGAINST LITTER**

This can be promoted at various PTC events taking place in Petworth

**41/19 DATE OF NEXT MEETING (Information only)**

Wednesday 3rd April was noted.

Meeting closed at 9:00pm.

Signed .....  
Chairman

Dated.....