



Petworth Town Council

Melanie Kite
Petworth Town Clerk
clerk@petworth-tc.gov.uk

The Old Bakery, Golden Square,
Petworth,
West Sussex, GU28 0AP
T: 01798 344883

**A MEETING OF OPEN SPACES COMMITTEE TOOK PLACE ON MONDAY 7TH
JANUARY 2019 AT 7.00PM IN THE TOWN COUNCIL OFFICE, THE OLD BAKERY,
GOLDEN SQUARE, PETWORTH**

MINUTES

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

1/19 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.

2/19 APOLOGIES FOR ABSCENCE

Cllr M. Peet

3/19 DECLARATIONS OF INTEREST

No interests were declared.

4/19 MINUTES OF THE LAST MEETING

Proposed Cllr Copus, seconded Cllr Kemp, unanimously approved.

5/19 MATTERS ARISING

No matters were raised.

6/19 PUBLIC PARTICIPATION SESSION

No members of the public were present.

7/19 ACTION LIST

The items were discussed and the following updated.

Youth Shelter – Cllrs Copus and Hanauer had visited Hampers Common and located a suitable site for the shelter

Anti-climb paint - Cllr Hanauer confirmed that he had painted the towers and appropriate notices had been erected.

Rubbish bin – it was felt that the bin would be better re-positioned on the playground side of the ditch so as to be nearer the picnic tables. Clerk to tell CDC of revised location.

Replacement tarmac for Rosemary Gardens – clerk to invite contractors to quote.

Car park wall – Cllr Kemp had received an email from Tania, CDC car parks, all is in hand with them.

Planting Licence Angel Street – clerk to apply for the licence

Verge opposite Stonemason's roundabout – It was resolved that the Clerk would ask WSCC highways to clean the mud and grass off back to the setts.

BT phone box – Cllr Copus will speak to the Chiropractic regarding a post code for the broadband line.

Grit bins – it was confirmed that the bins had arrived but that CDC had not yet delivered the grit. Cllr Copus to speak to CDC.

8/19 GROUNDS MAINTENANCE TENDERS

A summary of the job specification had been handed to each committee member along with a financial spreadsheet summary and the tender's resume documents.

Due to some significant discrepancies, and each tender having submitted in a different format, the Clerk was asked to clarify the figures with 2 of the contractors.

This will be reviewed again at the Finance Committee meeting.

9/19 ALLOTMENTS

The Clerk was asked to write to the Leconfield Estate to request something be done about the shed on the Grove Lane allotment which is now dilapidated and unsafe.

A tenant on Grove Lane had complained that an allotment holder had put rat poison down. The Clerk will put notices up to say that this is not acceptable and that this should be reported to the Town Clerk who will deal with the situation.

The rent review will be discussed when all the allotment sites have been measured.

Cllr Hanauer will look for the serial number on the Grove Lane allotment water meter.

10/19 HEDGE CUTTING AROUND HGV SIGNS

A quotation had been received from Wilbar Associates.

It was proposed by Cllr Kemp, seconded by Cllr Copus to recommend to finance to accept the quotation of £1,200 from Wilbar Associates to cut the vegetation.

Other areas would be undertaken by the council's contractor.

It was agreed that the town council would undertake to cut the hedging bordering farm land this year but that the land owner should be contacted and reminded of his obligations to keep these under control.

Cllr Kemp to contact Langmead farm to get them to cut their hedge at the junction of Haslingbourne Lane and Grove Street where the sight line has now become obscured.

11/19 STONEMASONS ROUNDABOUT

This had been discussed earlier.

12/19 CATHOLIC CHURCH

The island at the entrance to the carpark requires attention. Cutting the grass will be put on the grounds' maintenance schedule. Cllr Kemp to speak to Mike South regarding trimming the tree.

Bench at top of Shimmings Valley - The Clerk was asked to get some prices for a hardwood bench to replace the one there.

13/19 FARMER'S MARKET

The clerk had received the cost from Chichester District Council for the parking bay suspension signs. This had risen from £50 per year to £1,440 per year which the Clerk had queried at the time and also, as to why the council had not been informed of the increase prior to receiving the invoice. The committee members decided that further justification and clarification should be sought before paying. A one-month licence would be applied for if this is had not been resolved before the January farmer's market.

14/19 NOTICE BOARD

The committee members approved the style and lettering of the notice board. This will now be ordered.

15/19 PETWORTH PARK SPORTS

There was nothing further to report following the appointment of the consultant for the 'Master Plan'.

Meeting closed at 9:27pm.

Signed
Chairman

Dated.....