



# Petworth Town Council

Melanie Kite  
Petworth Town Clerk  
[clerk@petworth-tc.gov.uk](mailto:clerk@petworth-tc.gov.uk)

The Old Bakery  
Golden Square  
Petworth  
West Sussex  
Tel: 01798 344883

16<sup>th</sup> February 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 21<sup>st</sup> FEBRUARY 2018 IN THE PETWORTH TOWN COUNCIL OFFICE, THE OLD BAKERY, GOLDEN SQUARE, PETWORTH, COMMENCING AT 7pm.**

**MELANIE KITE  
CLERK**

## **AGENDA**

- 1. CHAIRMAN'S ANNOUNCEMENTS**  
Reminder about mobile phones and fire exit.
- 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**  
To approve and sign minutes of the meeting held on 22<sup>nd</sup> November 2017 (**Appendix 1**)
- 5. MATTERS ARISING**  
To consider matters arising from the meeting not already on this agenda
  - a) Bus Shelter – Station Road  
Update on procuring a plaque - Cllr Copus.
  - b) Blocked culvert – discussed at the Full Council Meeting on 15<sup>th</sup> February.

**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 a request should be submitted no less than 48 hours prior to the meeting.**

(b) about business on the agenda at the discretion of the Chairman.

Meeting re-convened

**7. ALLOTMENTS**

To consider whether to divide some allotments into half and quarter plots.

To agree whether to keep the allotment fees unchanged from last year.

Update on the state of the allotments and the 7 tenants who received a 'tidy up' letter in 2017.

**8. BUS SHELTER – STATION ROAD**

To consider request for putting in a side window in the south side of the shelter.

**9. BT PHONE BOX**

To receive a progress report from Cllr Hanauer

**10. JUBILEE WALK PATH CLOSURE**

To receive information regarding the closure of the path. - Clerk

To agree on work for Henry if not cutting the grass bank

**11. THE STAR PUB'S DUST BINS**

To discuss if the pub can continue to use PTC leased land behind the UR church.