



Petworth Town Council

The Old Bakery, Golden Square,
Petworth,
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Petworth Town Clerk
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29th August 2019

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 4th SEPTEMBER 2019 IN THE
PETWORTH TOWN COUNCIL OFFICE, THE OLD BAKERY, GOLDEN SQUARE,
PETWORTH, COMMENCING AT 7pm.**

Laura Smith

CLERK & RFO

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 Wednesday 7th August 2019 (appendix 1)
5. **MATTERS ARISING FROM THE MINUTES**
To consider any matters arising from the Minutes not on the agenda.

7. 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

- 8. ROSEMARY GARDENS PAVING, TARMAC & GENERAL UPDATE** – work started 19th August
- 9. PAINTING OF BENCHES IN ROSEMARY GARDENS** – x2 quotes received (appendices 2 & 3)
- 10. HAMPERS COMMON** – Consider quote from HJS Land Services for top soiling & seeding around the play area equipment (appendix 4). Consider request from Petfringe to erect a marquee on Hampers Common for the duration of the 2020 festival.
- 11. LITTER BINS** – x2 emails sent to CDC requesting details of litter bins which we are charged for; no response received to date. Letters sent to Co-op & The Star regarding cigarette littering. Response received from the Co-op (appendix 5), advice sought from CDC with x2 emails sent. No response from CDC received to date.
- 12. JUBILEE WALK WALL** – update on current situation
- 13. GRASS CUTTING** – Finalising schedule to enable re-tendering (Cllr Kemp’s copy attached as appendix 6)
- 14. REVIEW & SIGN HEALTH AND SAFETY POLICY FOR 2019/20 AND DISCUSS PLAYGROUND POLICY** – documents previously sent out
- 15. YOUTH SHELTER CONSULTATION EVENT & NEXT STEPS** – Feedback from consultation event on 30th August.
- 16. ALLOTMENT MARKINGS & INSPECTION** – consider marking of all allotments to enable improved controls. Quote from Nick Blunt received (appendix 7). Review letters received from Mr de Pass (appendix 8) & Mrs Crocombe (appendix 9)
- 17. SPORTS GROUND UPDATE**
- 18. DOG POO SIGNS** – hope to have proofs ready for review at the meeting
- 19. REVIEW ACTION LIST**
- 20. SET DATE FOR JANUARY 2020 MEETING**

****End of Agenda****