



# Petworth Town Council

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Dear Cllr

I HEREBY GIVE NOTICE that a meeting of the **PETWORTH TOWN COUNCIL** will be held on **THURSDAY 21<sup>ST</sup> SEPTEMBER 2017** in **PETWORTH TOWN COUNCIL OFFICES** commencing at 7.30pm.

Yours sincerely

*Chris Kemp*

Chris Kemp  
Chairman

## Agenda

1. Representations by the public  
Members of the public may ask the Chairman for permission to address Council. Please be advised that a request should be submitted no less than 48 hours prior to the meeting.
2. Apologies for absence
3. Declarations of interest  
To receive from Members declarations of Pecuniary and non-Pecuniary interests in relation to any items included on the agenda for this meeting in accordance with THE LOCALISM ACT 2011 and the Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012.
4. District and County Councillors  
To receive reports from District and County Councillors
5. Chairman's Report and other Announcements on matters requested

**Boys School** - update Cllr Kemp

**Neighbourhood Plan**- SDNPA consultation period 4<sup>th</sup> September – 16<sup>th</sup> October, office open every Thursday until the end of the consultation from 10am-2pm

**Bus Shelter** – Cllr Hanauer update

**Farmers Market** – Cllrs Peet and Smith Advertising

**Skate Park-** Progress report Cllrs Peet and Hanauer. Proposed meeting 27<sup>th</sup> September.  
**Appendix A** Drawings

**Highways and Traffic** – Lorry survey update Cllr Kemp **Appendix B** Jim Scallon’s report.  
**Appendix C** Cllr Copus’ notes on the lorry survey **Appendix D** PBA questionnaire report  
**Appendix E** Telegraph link

**Sports Ground** – Update Cllr Kemp

**Staffing-** Approve minutes of EOM **Appendix F**. Approve Melanie as signatory

**Approve Risk Assessment** (sent previously by Cllr Copus)

**Electronic Banking amendment to Finical Regulations**

**All parishes at CDC 20<sup>th</sup> September**

**Report on North East and North West Parish Forum 6<sup>th</sup> September**

**The Hub** – update from Cllr Kemp

6. To confirm the minutes of the previous council meeting 17<sup>th</sup> August 2017 **Appendix G**
7. Matters Arising from previous minutes not already on this agenda  
Councillors’ opportunity to raise matters from the previous minutes not already on this agenda
8. **To receive Reports**
  - (a) Finance and General Purposes Committee, to include approval of payments, signing of cheques and bank reconciliation
  - (b) Minutes of the previous finance meeting 18<sup>th</sup> July 2017 **Appendix H**
  - (c) Highways, Traffic and Planning Committee - minutes from the meeting 31/7/17 **Appendix I**
  - (d) Open Spaces - Cllr Kemp and minutes 26<sup>th</sup> July 2017 **Appendix J**
  - (e) Vision Group
  - (f) PBA Cllrs Peet and Kemp
9. To consider other items at the Chairman's discretion