

PETWORTH TOWN COUNCIL

MINUTES OF THE ANNUAL MEETING OF THE TOWN COUNCIL HELD ON THURSDAY 15TH MAY 2014 IN THE HAMPERS GREEN COMMUNITY CENTRE AT 8.00 PM

PRESENT: Cllr C Kemp (Chairman), Cllr D Burden,
Cllr R Chandler, Cllr A Copus, Cllr J Fynes,
Cllr C Goldthorp, Cllr E Hodgkins, Cllr R Pawsey,
Cllr J Robbins and Cllr A Sneller.

CLERK: Mrs J Huggett.

ASSISTANT CLERK: Mrs H Cruikshank.

As retiring Chairman Mr Lintill took the chair for the election of the Chairman.

1. There were no apologies, but subsequently apologies were received from Cllr Fox.

2. DECLARATIONS OF INTEREST

There were no declarations of interest.

3. COUNCIL VACANCIES

Mr Lintill said there are currently four vacancies, although someone has come forward to replace Mrs Shepherd.

4. ELECTION OF CHAIRMAN

Cllr Burden said he would like to propose Cllr Kemp as Chairman, his nomination was seconded by Cllr Robbins. There being no other nominations, and as Cllr Kemp was willing to stand, on a vote he was unanimously elected.

Cllr Kemp took the chair, thanked Mr Lintill for his five years as Chairman and Councillors for electing him.

5. ELECTION OF VICE-CHAIRMAN

Cllr Sneller said he would like to propose Cllr Copus as Vice-Chairman, his nomination was seconded by Cllr Chandler. There being no other nominations, and as Cllr Copus was willing to stand, on a vote he was unanimously elected.

6. COMMITTEES AND REPRESENTATIVES

The Chairman referred to the current list of committees and representatives.

Finance and General Purposes

Cllr Copus, Cllr J Fynes and Cllr R Pawsey. The Chairman ex-officio.

Open Spaces Committee

Cllr R Chandler, Cllr A Copus, Cllr J Robbins and Cllr A Sneller. The Chairman ex-officio.

Traffic and Planning

Cllr D Burden, Cllr N Fox, Cllr J Fynes, Cllr C Goldthorp and Cllr E Hodgkins. The Chairman ex-officio.

Leconfield Hall Representative

Cllr J Fynes.

North-East Forum Representatives

The Chairman and Cllr A Sneller.

County Local Committee

The Chairman.

Police Neighbourhood Forum

The Clerk and Cllr R Pawsey.

Petworth Business Association

Cllr C Kemp.

Neighbourhood Planning

Mr D Burden, Mr D Cooper, Mr N Fox, Mrs E Hodgkins, Mr R Jackson, Mr C Kemp, Dr R Pawsey, Mr J Riddell and Mr L Scott.

Christmas Events

Chris Connor, Niki Crew, Carole Goldthorp, Gloria Heywood, Clive Heywood, Jackie Jones, Chris Kemp, Fiona Kemp, Corinne Nash, Eileen Lintill, Chris Pugh, Rod Tyler and Rowena Tyler.

Cllr Fynes said she will take the place of Cllr Simmons as the representative on the Leconfield Hall committee.

All other Councillors to continue as at present. On a vote the above were proposed by Cllr Sneller, seconded by Cllr Copus, and agreed.

The Chairman said that the three committees need to meet to elect a Chairman. The Clerk said it was agreed that this be done immediately after this meeting.

7. MINUTES OF THE PREVIOUS MEETING

The minutes of the meeting held on Thursday 20th April, having been circulated, it was proposed by Cllr Burden, seconded by Cllr Robbins that they be passed and signed.

8. MATTERS ARISING

- (a) Flag in Rosemary Gardens: The Chairman said he and Cllr Sneller had not, due to various circumstances, taken the flag down but will do so shortly.
- (b) Horsham Road Chapel: Cllr Sneller had no update.
- (c) War Memorial: The Clerk said the application for funding has been sent off to the War Memorials Trust. The closing date is 30th June. Asked who was the preferred company the Clerk said she didn't have the papers with her.
- (d) Parish Clean up: The Chairman said the weather had not been good, several members of the public had turned up and they had collected 10 bags of rubbish.
- (e) Cycle Tour of Britain: Covered by Cllr Lintill during the previous meeting.
- (f) Defibrillator: Cllr Sneller said he hasn't yet had time to take this forward but will do so shortly.

9. REPORTS

(a) **Finance and General Purposes Committee**

The Clerk said that as the former Chairman, Mr Walsh, has resigned and Cllr Fynes did not attend the last meeting, she and Cllr Walsh had agreed that the Assistant Clerk speak on this item.

The Assistant Clerk said a meeting had been held on Tuesday 6th May. She only proposed to refer to the end of year accounts.

End of Year Accounts March 2014: She took Councillors through the various papers and asked that the accounts as agreed by the committee be duly approved, together with the contents of the Annual Governance Statement. This was proposed by Cllr Copus, seconded by Cllr Robbins and unanimously agreed.

(b) **Open Spaces**

Cllr Chandler said a meeting had been held on Thursday 24th April and he took Councillors through the minutes.

Bus Shelter: This has now been ordered and he thanked the Assistant Clerk for the work she had put in.

Hanging Baskets: The brackets have been made and Mr Spriggs has the hanging baskets in hand.

Skateboard Ramp: There is no further news. A short discussion followed on possible sites, Cllr Goldthorp asked if the money can be used for anything else. Cllr Sneller said no, it is District Council money given specifically for skateboarding.

Rosemary Gardens: The waste bins are now being emptied by the District Council on a weekly basis. The trees have been cut down and pruned. The Clerk has not yet been able to find a slide to replace the one that was vandalised, it is hoped the motor bike will be repaired soon. The play equipment inspection has highlighted a few minor points.

Allotments: The inspection went very well, nearly all the allotments are being well worked.

Banners: Cllr Sneller will be following this up.

Cllr Copus proposed and Cllr Robbins seconded that the minutes be passed. This was carried unanimously.

(c) **Traffic and Planning Committee**

In Cllr Fox's absence there was no report, Cllr Hodgkins said she would give an update.

Mr Pieter Montyn: This is still ongoing, further correspondence has been received from him. The Chairman said that he and Cllr Fox had walked the town on the Parish Clean up day and had noted all broken manholes, kerbs etc., which Cllr Fox will put onto a drawing.

(d) **Petworth Pages**

Cllr Fynes said the advertising is coming nicely for the next edition and she expects to make a surplus. It will be out in early July and will include coverage on the Petworth Festival and the Fete in the Park. Cllr Goldthorp asked if she knew why so many people had not received a copy. Cllr Fynes said Mr Lintill had spoken to Neil, he had been on holiday when it was distributed, but she had heard nothing more.

(e) **Petworth Business Association**

An Extraordinary General Meeting was held last month to adopt the marketing plan. Now this has been agreed working groups will be set up. Pip Frederick is on long term sick leave. He had joined two members of the PBA at a meeting in Chichester with Alison Stevens to discuss the future of the Farmers' Markets. She had spoken with six PBA members who are most affected by the markets, all had been in favour of keeping the market, and various options for its location were put forward. Alison Stevens took note of all that was said and will send her notes to the PBA, they will ask Town Centre members to complete a survey, the results of which will be used in further negotiations with the District and Town Councils.

(f) **Neighbourhood Planning**

Cllr Hodgkins said Nexus Planning are now on board. Mr Lintill had e-mailed the Council's acceptance, but he had not followed this up. She has now asked for a set of contractual details. When she has received them and they have been discussed, as the contract is with the Town council, an acceptance will be sent on Council headed note paper. It was agreed there was no need to go back to full council.

(g) **Clerk**

Cheque signatories: With Cllr Walsh and Cllr Simmons resignations she is left with only two signatories, Cllr Fynes and Cllr Sneller. Cllr Copus and Cllr Robbins put their names forward. It was proposed by Cllr Fynes, seconded by Cllr Sneller that they be added. This was unanimously agreed. The Clerk to get the necessary forms.

10. TO CONSIDER OTHER ITEMS AT THE CHAIRMAN'S DISCRETION

(a) Courtauld Paintings: The Clerk reported that Mrs Simmons, Mr Martin from the Petworth Gallery and the Assistant Clerk had viewed the four Courtauld paintings which are being stored by the Leconfield Estate. It was agreed that Mr Wootton will arrange for them to be delivered to the office when Mr Martin will look at them to see how they can best be displayed.

(b) Farmers' Markets: The Chairman said the markets had been covered under Item 9 (e). Cllr Sneller said he had something to add. Now they are held monthly he sometimes finds it difficult to get back in time to put the signs up on the Wednesday or Thursday and the cones out on the Friday. It is important that the latter is done between 4.30 and 5.00 pm as parking restrictions end at 5.00 pm. The Chairman said if Cllr Sneller can't be there he will do it.

There being no further business the meeting closed at 8.57 pm.