



Petworth Town Council

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**A MEETING OF PETWORTH TOWN COUNCIL TOOK PLACE ON THURSDAY 20TH
FEBRUARY 2020 AT 7.30PM IN THE PETWORTH TOWN COUNCIL OFFICE, THE
OLD BAKERY, GOLDEN SQUARE, PETWORTH**

MINUTES

PRESENT

| | |
|-----------------|----------------|
| Cllr D. Burden | Cllr C. Kemp |
| Cllr C. Sproson | Cllr A. Copus |
| Cllr P Hewlett | Cllr M Peet |
| Cllr J. Fynes | Cllr S. Atkins |

Also present was Laura Smith (Town Clerk).

There were no members of the public present.

17/20 CHAIRMAN'S ANNOUNCEMENTS

The Chairman requested that mobile phones should be turned off and pointed out the fire escape route.

18/20 APOLOGIES FOR ABSENCE

Apologies were received from Cllr H. Desai Cllr R. Booth, Cllr N. Fox, Cllr J. Scallon, Cllr C. Smith, Cllr E. Singleton and Cllr J. Thorpe.

19/20 DECLARATIONS OF INTEREST

Councillors declared no disclosable pecuniary and non-pecuniary interests in any item of business on the agenda.

20/20 MINUTES OF LAST MEETING

Upon the proposal of Cllr Atkins, seconded by Cllr Peet, the minutes of the Meeting of the Town Council held on 20th January 2020 were approved as an accurate record and signed as such by the Chairman.

21/20 MATTERS ARISING

There were no matters arising from the minutes of 20th January that were not covered elsewhere in the agenda.

22/20 PUBLIC PARTICIPATION SESSION

There was no adjournment of the meeting for public questions.

23/20 REPORT FROM DISTRICT AND COUNTY COUNCILLORS

West Sussex County Councillor Janet Duncton submitted the following written report for the meeting to consider:

“So sorry that once again I can't be with you. I can't claim to be at another meeting but it's half term week so no meetings of either County or CDC except a quick meeting on Monday and then daughter and I are off to try and find the elusive Northern Lights for a few days so again sorry. Everyone at County has been working hard to get the budget out and yesterday at County Council we got it through.

The meeting started with a demonstration from Extinction Rebellion. Not sure, but I think they thought we were discussing where our Pension Pot is invested but we were not. They paraded from the Cross to County Hall did their thing at the front of the building, about half a dozen came into the public Gallery and then to my surprise 4 or maybe 6 (I couldn't see behind the flag thingy they had up) started to sing. Couldn't tell you one word of the song but when I eventually got them out they then banged drums outside so that some of our members could not hear what we were saying in the Chamber. Thankfully our Emergency Officer and a Chief Officer from Democratic Services managed to move them on quite peaceably so all went well.

The Budget carried on from 10.45 to after lunch probably sometime after 3pm but we did make our budget decisions.

Just the headlines, 57.4million in the Growth programme, this is often used in our larger Towns for bigger improvements and re-development. 49.1million for extending or building new Schools. 32.6million

For maintenance and improvement of our Schools which I think is an absolute must. The worse they get in condition the more it will eventually cost. 10.4million for specialist support centres and increase provision in mainstream Schools for special needs. 1.7million to provide extra care to support people remaining independent in later life.

The Council Tax will rise by £55.17 per year or £1.06 per week for a Band D property.

Of course there is much more as our Budget total is £593.857m but the above is just a flavour of some of our most important duties.

I tell you every time about Children's Services and the West Sussex Fire and Rescue and probably will continue to do so because you need to know what we are doing about things that were failing or not as good as they should be.

Finance has been found and included in the budget to update both equipment and buildings for the Fire and Rescue Service and we have a Workshop on this Service later in the month. You can be assured thought that West Sussex Fire and Rescue will be there when needed.

Children's Services likewise are going in the right direction and our Commissioner John Coughlan who is Chief Executive of Hampshire County Council is working with us, we have every confidence that we will continue in an upward direction.

It was generally agreed yesterday that our Highways are in need of attention. You know that as your County Councillor I report every highways issue that I am aware of but generally the roads and white lining in particular need up grading. There are 5 Urban verge cuts and 3 Rural now and although this doesn't suit everyone those keen on wildflowers and Plants don't want verges cut but of course junctions need to be clear and those in the Urban areas want all the verges cut right down.

Just a note on the South Downs to say that when it comes to verges and them being cut they want the grass and plants to be left where they fall. Apparently this is good for the plants and wildlife that are there. I hope that is right.”

24/20 NOMINATED REPRESENTATIVE TO THE NORTHCHAPEL, PETWORTH & TILLINGTON ALMSHOUSE CHARITY

Cllr Kemp reported that he had received a letter from Mr Charles Granlund of Savills to advise that Mrs Janet Duncton, the nominated representative for Petworth Town as a Trustee on the Northchapel, Petworth and Tillington Almshouses Charity, is due for re-election in April 2020. The Clerk advised that following a request for an update on the work of the Charity, she received the following report from Mrs Duncton for the meeting to consider:

“I believe that Thompson's Hospital have let you know that the Town Council representative needs to

be re appointed.

I do understand that you need a report which isn't always easy to provide as there is very little to report.

We meet twice a year and if there is urgent business to conduct the Standing Committee of which I am a member is called to a meeting. This doesn't happen too often either.

At the moment we have one vacancy and once the flat has had some attention we will be looking to fill that vacancy. I am always keen as are others to keep Thompson's full because when you have an empty property of course you are not getting the income.

The Finances are healthy and we keep a keen eye on how much we need for the cyclical maintenance and general improvements.

Every year just before Christmas Nona Baker and myself deliver a Christmas Card and gift to each resident. This is always well received and it gives us a chance to talk to the residents and listen to any queries they may have. It also enables us to make a note of what needs some attention and we report this back to Charles Gauntlett for attention.

Of course we do when we can attend at other times and Somerset Hospital with whom we share a Warden invites us to things like the Carol Service and the residents are also invited along with Egremont Almshouses to go on outings etc. It's a very happy Service that the Warden provides.

Common Field land owned by Thompson's Hospital at Pulborough is also let for our income and I am pleased to say that a Petworth Farmer uses this land and looks after it.

I will be please to find any other information that you may need."

It was agreed that a decision on who the Town Council will nominate as their representative to the Charity will be deferred to the March 2020 Full Council meeting, in order to allow others who may be interested in the role to come forward for consideration.

25/20 FINANCE AND GENERAL PURPOSES COMMITTEE

Upon the proposal of Cllr Copus, seconded by Cllr Peet, the minutes of the F&GP Committee meeting held on 14th January 2020 were accepted.

Cllr Copus reported that we are now operating at slightly below the run rate for this time of year and that there is likely to be a surplus at the end of the 2019/20 financial year despite the recent purchase of a traffic sign and a potential upcoming water bill.

26/20 HIGHWAYS, TRAFFIC AND PLANNING COMMITTEE

Upon the proposal of Cllr Atkins, seconded by Cllr Hewlett, the minutes of the meeting of the Highways, Traffic and Planning Committee held on 8th January 2020 were accepted.

Cllr Atkins reported that a meeting with the developers of the Rothermead site to review initial plans is taking place on 11th March 2020 at 6.30pm and that we await a response from SSALC to identify whether this meeting should be open to the public to attend.

Cllr Atkins advised that he had received notice from Mr John Galvin at Petworth Primary School that the Rotherlea site has recently been cleared although no construction has started.

27/20 OPEN SPACES COMMITTEE

Upon the proposal of Cllr Peet, seconded by Cllr Copus, the minutes of the Open Spaces Committee meeting held on 7th January 2020 were accepted.

Cllr Peet reported that we have received Section 106 funding from the South Downs National Park Authority to mole drain Hampers Common and to install 2 football goals. He advised that at the request of the Leconfield Estate, 1 goal will be erected following the mole draining of the Common.

Cllr Peet advised that the annual inspection of the Council's play areas had recently taken place which didn't raise any concerns. He reported that a working party is reviewing the inspection's

recommendations and it is likely that minor improvements will be required to ensure the ongoing health and safety of those using the facilities.

Cllr Peet reported that Cllr Scallon is in dialogue with Mr Dan Sneller at the Sylvia Beaufoy Centre in order to consult young people regarding the proposed youth shelter at Hampers Common.

Cllr Kemp advised that at a recent meeting with Mr Andy Howard of Chichester District Council, he appeared supportive of siting a composting toilet at Hampers Cemetery subject to receiving further information.

Cllr Copus reported that there will be a working party clearing rubbish at Station Road allotments on Saturday 7th March 2020.

28/20 TO RECEIVE UPDATES FROM WORKING PARTIES AND OUTSIDE GROUPS

- a) **Petworth Business Association (PBA)** – Cllr Kemp reported that the PBA organised a networking event on the 19th February. He advised that the survey of PBA members is ongoing and that the Association will soon begin work on the 2020 Town Map.
- b) **Traffic Calming working group** – Cllr Kemp reported that the speed limit reminder device has been delivered and will soon be installed.
- c) **Petworth Sports** – Cllr Peet reported that a response from George Upex and Adam Hastie of the National Trust following the Town Council's request for a minimum 25 year lease is expected by the end of February 2020. He advised that Petworth Cricket Club has raised £29,000 towards the cost of installing cricket nets at the Sports Ground. He reported that the Cricket Club may seek a grant from the Town Council to fund the outstanding balance which is expected to be circa £1,000. Cllr Kemp advised that the National Trust have agreed to the provision of car parking inside the Sports Ground.
- d) **Petworth Visitors** – No report
- e) **New Premises** – Cllr Copus advised that having received a response from Chichester District Council regarding the working group's initial queries, they will meet again next week to review further.
- f) **Community Hub** – No report
- g) **Planting & Horticulture** – Cllr Hewlett reported that she has produced a spreadsheet detailing all plants located around the Town. She advised that a working party will be in Rosemary Gardens on 21st March 2020 to remove scruffy plants and that they will be replaced with 60 plants that have been donated on the 28th March 2020. She reported that red, white and blue flowers will be planted around the Town this year to tie in with the 75th anniversary of the VE Day celebrations.

29/20 TERMS OF REFERENCE FOR THE VISITORS WORKING GROUP & THE PLANTING & HORTICULTURE WORKING GROUP

Under the proposal of Cllr Copus, seconded by Cllr Atkins, the terms of reference for the Visitors Working Group were adopted. Under the proposal of Cllr Copus, seconded by Cllr Peet, the terms of reference for the Planting & Horticulture Working Group were adopted. It was agreed that Cllr Hewlett and Cllr Scallon would represent the Town Council on the Planting & Horticulture Working Group with a third Town Councillor agreed at the March 2020 Full Council meeting. It was agreed that all funds for planting and horticulture in the Town will come through the Town Council with the budget for planting, including Petworth in Bloom, ringfenced and used in line with the Town Council's Financial Regulations.

30/20 NOMINATED REPRESENTATIVE TO THE PETWORTH SECRET GARDENS ORGANISING COMMITTEE

Under the proposal of Cllr Kemp, seconded by Cllr Copus, it was agreed that Cllr Scallon would

represent the Town Council on the Petworth Secret Gardens organising committee.

31/20 VE DAY CELEBRATION

Cllr Kemp advised that Cllr Singleton and the Clerk had recently attended a meeting to discuss local plans to celebrate the 75th anniversary of VE Day. He reported that the event will take place in Rosemary Gardens on Friday 8th May from 2.30pm to 9.30pm and that organisations including the Petworth & District Community Association, the Royal British Legion, the Petfringe Choir and a swing band are all involved and that children’s entertainment will be provided throughout the day. Cllr Kemp requested Councillors assistance at the event and the Clerk advised that she will ask Cllr Scallon for assistance with producing the Event Safety Management Plan and to organise stewards. Cllr Hewlett suggested planting a tree in Rosemary Gardens to mark the occasion and Cllr Kemp asked Cllr Hewlett to look into this further including gaining a quote for a suitable tree.

32/20 NEXT FULL COUNCIL MEETING (Information Only)

The next meeting of the Town Council is scheduled to be held on Thursday 19th March 2020.

Meeting closed 8.57pm.

Signed
Chairman

Date.....