



# Petworth Town Council

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## A MEETING OF THE OPEN SPACES COMMITTEE TOOK PLACE ON WEDNESDAY 3<sup>RD</sup> JUNE 2020 AT 7PM VIA VIDEO LINK MINUTES

**Present:** Cllr S. Atkins  
Cllr A. Copus  
Cllr J. Fynes  
Cllr C. Kemp  
Cllr H. Desai  
Cllr M. Peet  
Cllr C. Sproson  
Cllr J. Scallon  
Cllr P. Hewlett  
Cllr E. Singleton  
Laura Smith, Clerk

### 63/20 CHAIRMAN'S ANNOUNCEMENTS

The Chairman requested that mobile phones should be turned off.

### 64/20 APOLOGIES FOR ABSENCE

There were none.

### 65/20 DECLARATIONS OF INTEREST

No interests were declared.

### 66/20 PUBLIC PARTICIPATION SESSION

Ms Carol Twite was present at the meeting and expressed concerns regarding the increase in price of the allotments, particularly for the more elderly tenants. Ms Twite informed the Committee that other Councils offer a discount for the more elderly tenants and she asked the Committee to consider introducing a similar scheme in Petworth. Cllr Peet thanked Ms Twite for sharing her thoughts with the Committee and advised that her suggestions would be considered.

The meeting re-convened at 7.15pm.

**67/20 ALLOTMENTS** - The committee considered the quote of £320 received from HJS Land Services to clear and remove all rubbish from the PTC allotment. Under the proposal of Cllr Peet, seconded by Cllr Desai, it was resolved that the Clerk would advise HJS Land Services to carry out the works in line with the quote received. It was also resolved that the Clerk would hire a skip to coincide with the works taking place enabling rubbish cleared from the PTC allotment and other plots at Station Road, to be disposed of. The Clerk advised that a letter has been sent to all allotment holders to remind them of the terms of their tenancy, to request any dogs taken to the allotments are kept on leads, that

rubbish is disposed of in compost bins with lids and that bonfires are not lit during the Coronavirus pandemic. Cllr Desai advised that there is a community developing at the Station Road site with Whats App groups & interaction via a Facebook group. Cllr Peet thanked Cllr Desai for her efforts in developing the PTC plot and her engagement with other allotment holders at the Station Road site.

- 68/20 HAMPERS COMMON** - The Clerk advised that the mole draining was due to take place on the 3<sup>rd</sup> June however following communication with Mr Jonny Morris of Savills and with Mr Stewart Stennett of Stennetts, it was agreed to postpone the works until it was determined that appropriate insurances were in place. She further advised that following a phone call with the Council's insurance company earlier today, the Council had been encouraged to request any potential liability be covered by Stennetts. Cllr Peet requested the Clerk ask Mr Stewart Stennett for a revised quote to include their acceptance of any liability should they need to make good any damage caused during the works.
- 69/20 ROSEMARY GARDENS** – Cllr Hewlett advised that the planting of Rosemary Gardens will take place once the current restrictions have been eased. She reported that the water pressure in the Pound Street Car Park toilets has dropped and Cllr Peet asked the Clerk to raise this with Chichester District Council. Cllr Kemp advised that there is a water supply in Rosemary Gardens which is currently turned off and he asked the Clerk to explore whether this can be reinstated. Cllr Peet reported that the railings around the benches are secured by bolts hence they will be easier to remove than initially thought. He advised that the railings around the play area had recently been painted.
- 70/20 PLANTING & HORTICULTURE** – Cllr Peet advised that he and Cllr Hewlett had discussed the purchase of 3 fibreclay troughs (2 for the front of the Leconfield Hall and 1 for outside the Town Council office). Under the proposal of Cllr Peet, seconded by Cllr Copus, it was unanimously resolved that 3 troughs are purchased. Cllr Peet asked Cllr Hewlett to send the Clerk details of the supplier so the Clerk can place the order. Cllr Peet reported that Cllr Hewlett will liaise with Kay Miller to discuss siting an additional trough on the land to the side of Kate's Deli. He advised that the watering of the hanging baskets and troughs around the Town should be reviewed. It was agreed that Cllr Peet would speak with John Bridle to establish whether he would commit to watering 3 times a week, every week, during the season before other options are explored. Cllr Hewlett advised that she would like to purchase a water lance to enable better watering of hanging baskets. She reported that she will look further at the water lance identified through City Irrigation before any approval for the expenditure is sought from the Committee. Cllr Peet asked the Clerk to research potential water carriers to help transport water around the Town. Cllr Hewlett advised that she plans to put up some In Bloom posters around the Town to encourage community engagement. Cllr Kemp requested the posters are put up using the back boards available in the Town Council office. Cllr Hewlett advised that she is assisting with planting at the War Memorial in the coming days. Cllr Peet thanked Cllr Hewlett for her efforts with planting & horticulture around the Town. Cllr Singleton advised that the Planting & Horticulture Working Group Terms of Reference are in place and must be adhered to. Cllr Kemp asked whether the In Bloom bank account has been closed and Cllr Hewlett advised that it has not yet been closed however it would be once a number of cheques have been paid in over the coming days. The Clerk requested Cllr Hewlett use her Town Council email address when communicating Council business and that Council policies & procedures are adhered to.
- 71/20 BT PHONE BOX PROJECT** – Cllr Peet reported that the Council need to consider what they would like to be provided through the Phone Box project. Cllr Kemp suggested guided walks are provided and explained that initial thoughts had been developed with Square Apple. Cllr Peet asked Cllr Desai to speak with the PBA regarding what they would like to be included and suggested a working group be set up to co-ordinate and complete the project. The Clerk reported that she has suggested a number of projects be added to her job description to enable their quicker completion; one of which is the Phone Box project. She advised that she is awaiting feedback on her suggestions following which she may be engaged to lead this project & working group. Cllr Singleton & Cllr Desai offered to join the working group. The Clerk advised that she has received the detailed quote from the election which she will circulate to the Committee.
- 72/20 SPORTS GROUND UPDATE** – Cllr Kemp reported that he has not received any further information from Andrew Carrington regarding the 10-year lease of the Sports Ground. Cllr Peet reported that he

would like to explore whether Robert Muir would be a suitable Chairman of Petworth Park Sports Association and advised that he will discuss this further with Robert Muir and Andrew Carrington. Cllr Peet suggested that the Town Council support the opportunity to provide more recreational, social sports; a concept being developed by the Sports Association to ensure sustainable, long term income. This was unanimously supported by the Committee. Cllr Peet reported that the dog fouling signs have now been erected in the Sports Ground.

**73/20 ACTION LIST**

The action list was reviewed, all updates are recorded on the attached Action List.

**74/20 DATE OF NEXT MEETING**

Wednesday 1<sup>st</sup> July 2020 at 7pm.

Meeting closed at 9.08pm.

Signed .....  
Chairman

Dated.....