



Petworth Town Council

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**A MEETING OF THE OPEN SPACES COMMITTEE TOOK PLACE ON WEDNESDAY
4th SEPTEMBER 2019 AT 7.00PM IN THE TOWN COUNCIL OFFICE, THE OLD
BAKERY, GOLDEN SQUARE, PETWORTH**

MINUTES

Present:

Cllr S. Atkins	Cllr J. Fynes
Cllr A. Copus	Cllr C. Kemp (from 7.30pm)
Cllr M. Peet	Cllr D. Burden
Cllr C. Sproson	Cllr H. Desai
Cllr J. Scallon	Cllr N. Fox
Cllr R. Booth	Laura Smith, Clerk

104/19 CHAIRMAN'S ANNOUNCEMENTS

The Chairman requested that mobile phones should be turned off and pointed out the fire escape route. He also welcomed Cllr Booth to his first Open Spaces committee meeting.

105/19 APOLOGIES FOR ABSENCE

None.

106/19 DECLARATIONS OF INTEREST

No interests were declared.

107/19 MINUTES OF THE LAST MEETING

The Minutes of the meeting held on 7th August 2019 were agreed and signed as a true and accurate record. Proposed Cllr Atkins, seconded Cllr Desai, unanimously approved and signed.

108/19 MATTERS ARISING FROM THE MINUTES

There were none.

109/19 PUBLIC PARTICIPATION SESSION

No members of the public were present.

110/19 ROSEMARY GARDENS PAVING, TARMAC & GENERAL UPDATE – Cllr Fox provided an update on the tarmac improvement works currently taking place in Rosemary Gardens. He advised that the works started a few days late and that they are expected to complete next week. The Clerk reported that one wooden bench had rotted and fell apart upon being removed from the ground during these works. Cllr Peet to contact Hugo Sturt to discuss replacement of the slats in the metal frame. Cllr Scallon offered to water the turf at Rosemary Gardens once the works have been completed.

111/19 PAINTING OF BENCHES IN ROSEMARY GARDENS – Quotes from K&R Decorators and Etherington & Spicer were considered. The Clerk was asked to contact K&R Decorators to confirm the quote covered the painting of all 12 benches in Rosemary Gardens and to request they use stain rather than varnish or oil. The Clerk to circulate details of the product K&R Decorators propose to use to the Open Spaces committee prior to requesting approval for the expenditure from the Finance & General Purpose committee.

112/19 HAMPERS COMMON – A quote from HJS Land Services for top soiling and seeding around the play area equipment was considered. Cllr Scallon advised that he was removing some turf from his garden which could be reinstated at Hampers Common instead of seeding. Cllr Scallon to make these arrangements with HJS Land Services. The quote for top soiling (£150) and labour (£150) was accepted. The Clerk to request approval for the expenditure from the Finance & General Purpose committee. The committee agreed to Petfringe's request to erect a Marquee on Hampers Common for 10 days subject to receiving an event plan. The Clerk to send Petfringe the booking form and request their event plan for the site.

113/19 LITTER BINS – The committee considered the response received from CDC clarifying which bins they currently charge us for. It was agreed that a working party involving Cllrs Peet, Scallon & Atkins would undertake a full review of bins in the Town in order to ensure we have sufficient coverage across Petworth. The Clerk advised that as requested at the last meeting, a letter requesting the installation of wall mounted cigarette bins on the outside walls of The Angel and the Co-op had been sent to both premises. A response received from the Co-op was considered. The Clerk to liaise with the Co-op to request a freestanding cigarette tower bin be installed outside their premises in the problem area. As no response has been received from The Angel, the Clerk was asked to send them a reminder of our request.

114/19 JUBILEE WALK WALL – Cllr Kemp advised that there is nothing new to report and that any improvements planned for the wall will require planning permission hence we will be consulted through that process.

115/19 GRASS CUTTING – The Clerk & Cllr Kemp will meet to finalise the grass cutting schedule in order to enable re-tendering.

116/19 HEALTH AND SAFETY POLICY – Cllr Copus to meet with the Clerk in order to make final amendments to the Health & Safety policy.

117/19 YOUTH SHELTER CONSULTATION EVENT & NEXT STEPS – Cllrs discussed the key findings from the consultation sessions which took place on Friday 30th August 2019. These were as follows:

- A number of people raised concern regarding whether there was actually a real problem of anti-social behaviour at Hampers Common as numerous local residents do not regularly see or hear bad behaviour at the site
- The feasibility of installing toilet facilities should be investigated
- Should a youth shelter be installed, this needs to be managed & maintained effectively through cleaning, suitable litter bins and to explore whether the Sylvia Beaufoy Centre should and could provide outreach youth services at the site.
- Improved sports facilities at Hampers Common should be considered. The Clerk to explore options with regards to 2 new 5 a side goals for the Common.
- There is a need to engage with young people in the target age group prior to proceeding any further. Cllr Desai to contact the Manager at the Sylvia Beaufoy Centre to begin this process.

Cllr Kemp advised the committee that a number of emails and letters from Hampers Green residents have been received since the consultation event, expressing their support for installing a youth shelter at Hampers Common.

118/19 ALLOTMENT MARKINGS & INSPECTIONS – A quote received from Nick Blunt Fencing to install wooden stakes marking all individual allotments was considered. Cllr Copus suggested we consider installing maps displaying the lay out and numbers of all allotments at each site prior to making a decision with regards to the stakes. Cllr Atkins agreed to produce a map of one allotment site using Parish Online before a final decision is made by the committee. The Clerk to send Cllr Atkins a map for reference purposes. A letter received from Mrs Crocombe expressing her concern about the price increase of her allotment was discussed. The Clerk to write to Mrs Crocombe to explain the cost increase is due to a need to ensure fairness & regulation for all allotment holders. A letter received from Mr De Pass expressing his concern about waste being dumped on his land from Grove Lane allotments. Cllr Kemp advised that he has visited the site to investigate and concluded that it is unlikely the weeds dumped on Mr de Pass’ land had come from the allotments however he had found various plastic pots on his land which is likely to have come from the allotments. Cllr Copus agreed to remove this waste from Mr de Pass’ land. It was agreed that the Clerk would write to all Grove Lane allotment holders to request they remove their waste responsibly in light of recent complaints. The Clerk to advise Mr de Pass of the steps we are taking in light of his letter.

119/19 PETWORTH PARK SPORTS GROUND – Cllr Peet provided an update on the Sports Ground, the CiC and the Football & Cricket Clubs. The Big Music Bash is taking place at the Sports Ground on Saturday 7th September with all funds raised going to the Cricket Club. The Football Club are hoping to utilise a third pitch for youth football during the 2019/20 season. The Finances of the CiC and both sports clubs appear to be improving.

120/19 DOG POO SIGNS – The Clerk presented the first proof of the signs which will be located on all 3 pedestrian entrances to the Sports Ground. After amendments have been made, the Clerk will share a second proof with the committee prior to requesting expenditure through the Finance & General Purpose committee.

121/19 ACTION LIST

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

122/19 DATE OF JANUARY 2020 MEETING

Tuesday 7th January at 7pm.

Meeting closed at 9:20pm.

Signed
Chairman

Dated.....