



Petworth Town Council

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A MEETING OF THE OPEN SPACES COMMITTEE TOOK PLACE ON WEDNESDAY
7th AUGUST 2019 AT 6.00PM 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
Cllr M. Peet Cllr D. Burden
Cllr C. Sproson Cllr H. Desai
Laura Smith, Clerk

Apologies: Cllr J. Scallon Cllr N. Fox

86/19 CHAIRMAN'S ANNOUNCEMENTS

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

87/19 APOLOGIES FOR ABSENCE

Cllr J Scallon & Cllr N Fox

88/19 DECLARATIONS OF INTEREST

No interests were declared.

89/19 MINUTES OF THE LAST MEETING

The Minutes of the meeting held on 3rd July 2019 were agreed and signed as a true and accurate record. Proposed Cllr Copus, seconded Cllr Kemp, unanimously approved and signed.

90/19 MATTERS ARISING FROM THE MINUTES

There were none.

91/19 PUBLIC PARTICIPATION SESSION

No members of the public were present.

92/19 ROSEMARY GARDENS PAVING, TARMAC & GENERAL UPDATE – Cllr Kemp confirmed that the tarmac improvement works will commence on Monday 12th July and are expected to take 2 weeks to complete. Cllr Kemp will meet the contractors on Monday 12th July and advise them of the combination for the padlock. Notices advising the public of the works have been put up in the Gardens. Sussex Landworks will close off areas of the Gardens that they are working on at that time; ensuring the Gardens are still functioning and open to the public.

- 93/19 PAINTING OF BENCHES, LAMP POSTS IN ROSEMARY GARDENS** – Cllr Kemp advised that the lamp posts within the Gardens have been painted however a contractor to undertake the painting of the benches has not yet been sought. Cllr Desai agreed to seek a contractor for the painting of the benches through the Facebook page. The Clerk will identify potential contractors & secure quotes for this work, for the committee to consider. Cllr Sproson to take before and after photos of the benches.
- 94/10 HAMPERS COMMON PLAY AREA** – Cllr Peet advised that the benches have been moved and the slide turned to face in the London Road direction. Since these works have taken place, there has been no further correspondence from the local resident. Cllr Peet & Cllr Copus will complete the improvement works to the play area on Saturday 10th August. The Clerk will identify potential contractors to improve the worn areas at Hampers Common in October 2019, for the committee to consider.
- 95/19 LITTER BINS** – We have not yet received a response from CDC to clarify the full list of bins we are being charged for. The Clerk agreed to follow this up. A discussion took place regarding the amount of cigarette ends being discarded on the floor around the Town. The Clerk agreed to write to The Star and the Co-op to request they install cigarette bins outside their premises.
- 96/19 JUBILEE WALK WALL** – Cllr Kemp advised that he has circulated a report regarding Jubilee Walk to the rest of the OS committee.
- 97/19 GRASS CUTTING** – Clerk to circulate the current schedule of works to the OS committee for review at next OS meeting. Once approved contractors to be invited to tender for the work.
- 98/19 HEALTH AND SAFETY POLICY** – Review and sign for 2019, Clerk to circulate proposed policy for review ahead of next OS meeting. Clerk to identify PTC’s obligations for signs at play areas.
- 99/19 YOUTH SHELTER CONSULTATION PLANS** – Cllr Peet circulated a document which will be delivered to Hampers Common residents to invite them to the consultation event on 30th August. Minor changes to the document were agreed. Cllr Peet agreed to send the final copy to the Clerk who will print copies for delivery to Hampers Common residents. Cllr Peet to produce slide deck to deliver at the consultation events, to liaise with Clare Wiggs to ensure the display boards are available and to liaise with the Gardener’s Club to organise a projector and screen. Cllr Desai to promote the events via Facebook.
- 100/19 ALLOTMENT INSPECTIONS** – It was agreed that twice yearly inspections of allotments will be reinstated. An email received from an allotment holder was considered and it was agreed that the Clerk would advise the resident that the allotments will be inspected before the end of August 2019 with further action taken as deemed necessary.
- 101/19 PETWORTH PARK SPORTS GROUND** – An email received from a commercial fitness company requesting to hire the Sports Ground and Hampers Common for fitness classes was considered. It was agreed that the Clerk will advise the resident that he is able to hire space on Hampers Common at a rate of £15 per hour and that in order to hire the Sports Ground, he should contact Andrew Carrington.
- 102/19 DOG POO SIGNS** – Cllr Kemp advised that the Clerk is liaising with a design & print company in order to produce a draft sign for the OS committee’s consideration.
- 103/19 ACTION LIST**
The action list was reviewed, all updates are recorded on the attached Action List.

Meeting closed at 7:30pm.

Signed

Dated.....

Chairman