



Petworth Town Council

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**A MEETING OF THE OPEN SPACES COMMITTEE TOOK PLACE ON WEDNESDAY
3rd JULY 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
Cllr M. Peet Cllr N Fox
Cllr J Scallon Cllr D Burden
Cllr C Sproson

As no Clerk was available, Cllr Peet took notes of the meeting

69/19 ELECTION OF VICE-CHAIRMAN

Cllr Scallon was unanimously elected Vice-Chairman, proposed by Cllr Kemp and seconded by Cllr Copus.

70/19 CHAIRMAN'S ANNOUNCEMENTS

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

71/19 APOLOGIES FOR ABSENCE

Cllrs P Hewlett and H Desai

72/19 DECLARATIONS OF INTEREST

No interests were declared.

73/19 MINUTES OF THE LAST MEETING

The Minutes of the meeting held on 22nd May 2019 were agreed and signed as a true and accurate record. Proposed Cllr Copus, seconded Cllr Peet, unanimously approved and signed.

74/19 MATTERS ARISING FROM THE MINUTES

There were none.

75/19 PUBLIC PARTICIPATION SESSION

No members of the public were present.

76/19 TARMAC TENDERS – Cllr. N Fox reviewed tenders for repairs to tarmac surfaces in Rosemary Gardens, in all 3 quotations had been received, all very varied greatly in specification. Cllr. Fox attempted to normalise these quotations based on each item the contractors included, but it became

clear a more detailed brief was required segmenting each area requiring repair work. The OS Committee left the meeting room and visited the playpark and as a group agreed upon a revised scope of works. Cllr. Fox agreed to recast the brief so this could be sent back to contractors for tender. After our first round, Sussex Landworks were identified as our preferred contractor. Cllr. Copus proposed that Cllr. Fox drafts and presents the recast scope of work document to this contractor, Cllr. Peet seconded, all others were in favour.

77/19 HAMPERS COMMON PLAY AREA

Ongoing correspondence regarding the relocation of the picnic benches has been taking place with a resident living near the play park. The resident requested that the benches be moved some considerable distance from the play park area and this latest request was deemed unreasonable. It was agreed the benches would be moved to a different location during a site meeting with Piers Taylor (CDC) and a local resident, this adjustment to the layout of the play park was deemed to be an acceptable compromise. Additionally, it was agreed the outlet of the yellow slide be turned to face in the London Road direction, a PTC volunteer work group would move the benches as soon as possible although a CDC Environmental Health Department noise level test was due to be undertaken at the request of a different resident, which means no alterations to the play park should be made until it had been conducted.

78/19 LITTER BINS – An invoice from CDC for emptying bins raised the need for PTC to conduct an audit of litter bin service fees. We are currently awaiting CDC’s response to clarify the full list of bins we are being charged for.

79/19 JUBILEE WALK WALL – Clerk wrote to the consultant acting for Mr. Golden, no clearer information or a timescale was forthcoming. PTC is being asked regularly by Parishioners for a timescale for the re-opening of the walk pathway. Action - OS to instruct the Clerk to write to the specialist repair consultant once again requesting an update.

80/19 GRASS CUTTING – To consider re-tendering for this work – Clerk to circulate the current brief to OS committee and this would be reviewed at next OS meeting. Once approved contractors to be invited to tender for the work.

81/19 HEALTH AND SAFETY POLICY – Review and sign for 2019, Clerk is producing a revised document for review ahead of next OS meeting.

82/19 SURVEY ASH TREES – ASH DIEBACK (APPENDIX 2) – We had been asked to carry out a survey of ash trees on PTC owned land, after review it was confirmed there are no ash trees on PTC owned or operated land.

83/19 PAINTING OF BENCHES AND PAVING IN ROSEMARY GARDENS – Cllr Kemp confirmed that CDC will make available funds to cover the cost of this work for a series of good before and after photos which would be sent to CDC. Cllr. C Kemp agreed to identify a contractor and obtain a quotation (see action list).

84/19 PETWORTH PARK SPORTS / VISION FUN DAY – Council representatives on the PPS board, Cllr. Thorpe and Cllr. Peet, to request additional information in order to decide if this event will be permitted to go ahead at the sports ground, specifically it must meet the promotion of sport criteria and contribute financially to PPS CIC. The event planned is for 31st August.

85/19 ACTION LIST

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

Meeting closed at 9:05pm.

Signed
Chairman

Dated.....