



Petworth Town Council

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A MEETING OF THE OPEN SPACES COMMITTEE TOOK PLACE ON WEDNESDAY 2ND DECEMBER 2020 AT 7PM VIA VIDEO LINK MINUTES

Present:	Cllr S. Atkins	Cllr C. Sproson
	Cllr J. Fynes	Cllr H. Desai
	Cllr C. Kemp	Cllr P. Hewlett
	Cllr M. Peet	Cllr A. Copus
	Cllr J. Scallon	L Smith (Clerk)

150/20 CHAIRMAN'S ANNOUNCEMENTS

The Chairman requested that mobile phones should be turned off.

151/20 APOLOGIES FOR ABSENCE

There were none.

152/20 DECLARATIONS OF INTEREST

No interests were declared.

153/20 MINUTES OF THE LAST MEETING

Subject to amending minute 145/20 to state that the hanging baskets will be replanted in May and June 2021 (not July 2021), the Minutes of the meeting held on 4th November 2020 were agreed and signed as a true and accurate record. Proposed by Cllr Kemp, seconded by Cllr Copus and unanimously approved.

154/20 MATTERS ARISING FROM THE MINUTES

There were no matters arising from the minutes.

155/20 PUBLIC PARTICIPATION SESSION

Mr D Sneller, Senior Youth & Community Development Manager of the Sylvia Beaufoy Centre advised the committee that the newly formed Youth Voice Group at the Centre would like to plant some trees across the Parish having seen a recent segment on BBC's Countryfile. Mr Sneller advised that a grant to fund up to 75% of the costs is available to Farmers for tree planting projects. Cllr Hewlett offered to work with the Youth Voice Group and with Mr Sneller to develop a plan. Cllr Peet asked the Clerk to send an introductory email to Mr Sneller & Cllr Hewlett so they can discuss further. Cllr Atkins recommended the tree planting project be included in the Infrastructure Business Plan and advised that he would action this. Cllr Kemp advised that as much of the land locally is owned by the Leconfield Estate, it would be beneficial to engage them whilst developing the plans.

156/20 PLAY AREAS

The committee considered whether to remove the remaining fencing in place at the play area at Hampers Common. It was agreed that the fencing would remain in place with another review taking place at the next Open Spaces committee meeting. Cllr Peet reported that the new signage

encouraging social distancing in the play areas have been installed at Rosemary Gardens. Cllr Hewlett offered to produce the signs for installation at Hampers Common and Cllr Copus advised that he would put them up. Cllr Copus reported that the 6 litter signs are ready to be put up at Rosemary Gardens & Hampers Common. Cllr Peet asked Cllr Copus to co-ordinate a working party to install the litter signs. Cllr Peet advised that he would collect the Silent Soldiers and deliver them to the container to be stored.

157/20 ALLOTMENTS – The Clerk reported that at their November meeting, the Finance committee resolved to accept the quote received from Etherington & Spicer for the installation of concrete steps beneath the new gate at Station Road allotments. She advised that all outstanding payments for the allotments had been received.

158/20 HAMPERS COMMON – Nothing to report.

159/20 ROSEMARY GARDENS – The committee considered quotes received from Southern Water and from Etherington & Spicer to install a water supply at Rosemary Gardens. Cllr Atkins advised that he would request a revised quote from Etherington & Spicer to include an alternative route for the water supply to the standpipe. Cllr Copus asked Cllr Atkins to request the revised quote is submitted prior to 15th December 2020 so it can be considered at the December Finance committee meeting. Cllr Atkins advised that he would include the project in the Infrastructure Business Plan with a total cost of £6,000. The committee resolved that the installation of the water supply was a favourable project and recommended it be considered for approval by the Finance committee. Cllr Peet reported that Chichester District Council have advised they cannot currently relocate the bins in Rosemary Gardens hence he requested the Clerk ask Etherington & Spicer to submit a quote for this work.

160/20 PLANTING & HORTICULTURE – Cllr Hewlett reported that all the troughs round Town have been cleared and replanted with tulips and daffodils and winter flowering plants, including the 10 at the post office and those at the War Memorial, which will give a floral display from now until the end of May. She advised that 3000 bulbs have been planted in outlying areas, with the final planting on Saturday 5th December at South Grove. Cllr Hewlett asked the committee to assist with this planting, between 10 and 11am. She advised that the entire length of Hampers Common has been planted with daffodils between the trees and that there are planted areas in Station Road and the church yard. She reported that the barrels at the War Memorial will last through the winter and that a new layout is being designed with troughs replacing the barrels. Cllr Hewlett advised that the flower beds at Rosemary Gardens have had a winter tidy up however more vandalism has taken place there, with some person trampling the shrubs in a short cut to the entrance. She advised that consideration is being given to re-using the redundant railings from the top of Rosemary Gardens to form a barrier between the first seating area and the flower bed. Cllr Hewlett reported that she has designed a colour scheme for summer 2021 and submitted a plant list which has been quoted on by Tawny Nurseries. She advised that the plants will be over £900 cheaper than the summer 2020 invoice from Hillside Nurseries. Cllr Copus asked the Clerk to circulate the quote from Tawny Nurseries to the committee for consideration before approval is sought at the upcoming Finance committee and Full Council meetings. Cllr Hewlett reported that the hanging baskets have all been taken down and collected by Tawny Nurseries, who will store and repair them, pot them up and grow them on, delivering them back at the end of May, beginning of June 2021. She advised that the Planting & Horticulture Working Group met in small groups, due to circumstances and a report as of the 19th November 2020 was circulated to members of the working group. Cllr Hewlett reported that she has been photographing lamp posts, loose paving, potholes etc and sent details of these to the Clerk to act on, as improving our environment is part of the In Bloom marking strategy as well as trees, planting attracting bees and butterflies and green corridors and as we got 93% in the 2020 competition, the working group is determined to notch up a few more points. Cllr Hewlett advised that the working group has been discussing trees, seating areas and shady areas as part of Petworth in Bloom, hence she would be pleased to work with the group at the Sylvia Beaufoy Centre to move this project forward. She reported that the Royal Horticultural Society have asked to see our presentation for summer 2020, as it has been bought to their notice that it has been described as superb and brilliant. Cllr Kemp asked Cllr Hewlett to consider planting some new Cherry Trees in the Churchyard as the trees currently in situ there are dying.

161/20 BT PHONE BOX PROJECT – The Clerk presented the quote received from Square Apple to complete the project. She advised that this includes the purchase and installation of leaflet racks, an information sign and either a 22” or 32” outdoor wall mounted touch screen display. The Clerk reported that Square Apple have recommended use of the hardware manufacturer’s CMS software initially, following which the Council can consider completing the phone application, which could be used for content on the touch screen in the longer term. Cllr Peet asked the Clerk to source a quote for an electromagnetic, timed lock so the phone box is closed overnight. He also asked the Clerk to advise the South Downs National Park Authority that phase 1 of the project is ready and to ask for their financial support as well as content which can be added to the CMS. Cllr Scallon advised that content from the Heritage Open Day which includes walking & historical information, could also be utilised. The committee resolved that the installation of the 22” hardware, the information sign & the leaflet racks as well as the development of the CMS was a favourable project and recommended Square Apple’s quote be considered for approval by the Finance committee.

162/20 SPORTS GROUND UPDATE – Cllr Peet advised that a letter to the Chairman of Petworth Park Sports has been prepared to seek clarification on the current governance structure. The committee considered the draft letter and under the proposal of Cllr Peet, seconded by Cllr Copus, it was resolved that the Clerk would send the letter to the Chairman of Petworth Park Sports on behalf of the committee. Cllr Peet asked Cllr Kemp to speak with the Chairman of Petworth Park Sports regarding his role at the Community Interest Company.

163/20 ACTION LIST

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

164/20 DATE OF NEXT MEETING

Wednesday 6th January 2021 at 7pm.

Meeting closed at 9.00pm.

Signed
Chairman

Dated.....