



Petworth Town Council

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15th January 2021

To All Town Councillors

YOU ARE HEREBY SUMMONED TO A MEETING OF THE PETWORTH TOWN COUNCIL TO BE HELD ON THURSDAY 21ST JANUARY 2021 AT 7PM VIA VIDEO CONFERENCING

Liz Singleton
CHAIRMAN

AGENDA

1. CHAIRMAN'S ANNOUNCEMENTS

Reminder about mobile phones and the use of the hands up feature on TEAMS should Councillors wish to be invited to speak. Reminder to keep microphones muted unless invited to speak.

2. APOLOGIES FOR ABSENCE

3. DISCLOSURE OF INTERESTS

Councillors are reminded of their responsibility to declare any disclosable pecuniary and non-pecuniary interest which they may have in any item of business on the agenda no later than when that item is reached. Unless dispensation has been granted, you may not participate in any discussion of, or vote on, or discharge any function related to any matter in which you have a pecuniary interest as defined by regulations made by the Secretary of State under the Localism Act 2011 and the Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012. You must withdraw from the room or chamber when the meeting discusses and votes on the matter.

4. MINUTES OF LAST MEETING

To approve and sign minutes of the meeting held on 19th November 2020 (Appendix 1).

5. MATTERS ARISING FROM THOSE MINUTES

To discuss matters arising from those Minutes not otherwise stated in the agenda.

6. PUBLIC PARTICIPATION SESSION

Adjournment of the meeting for public questions.

Public Questions.

Members of the public may ask the Chairman for permission to address Council with respect to:

(a) items not on the agenda.

Please be advised that a request should be submitted no less than 48 hours prior to the meeting.

(b) about business on the agenda at the discretion of the Chairman.

7. REPORT FROM DISTRICT AND COUNTY COUNCILLORS

To receive reports from West Sussex County Councillor Janet Duncton and Chichester District

Councillor Eileen Lintill.

8. FINANCE AND GENERAL PURPOSES COMMITTEE

To accept the minutes of the meetings of 17th November 2020 (Appendix 2) & 15th December 2020 (Appendix 3). Cllr Copus to inform the council of any specific issues that arose at the Finance & General Purposes meeting on 19th January 2021 and to seek Council approval for any grants and required unbudgeted expenditure.

9. HIGHWAYS, TRAFFIC AND PLANNING COMMITTEE

To accept the minutes of the meetings of 11th November 2020 (Appendix 4) & 9th December 2020 (Appendix 5). Cllr Atkins to inform the members of any specific applications or planning related information from the Planning meeting on 13th January 2021.

10. OPEN SPACES COMMITTEE

To accept the minutes of the meetings of 4th November 2020 (Appendix 6) & 2nd December 2020 (Appendix 7). Cllr Peet to inform the council of any specific issues that arose at the Open Spaces meeting on 6th January 2021.

11. 2021/2022 BUDGET

To approve the 2021/2022 budget.

12. EXTERNAL AUDIT

To note the content of the External Auditor Report and Certificate 2019/2020 (Appendix 8).

13. INTERIM INTERNAL AUDIT

To note the content of the Interim Internal Audit (Appendix 9).

14. INFRASTRUCTURE BUSINESS PLAN

To review the list of priority projects and approve the Infrastructure Business Plan for submission to the South Downs National Park Authority.

15. APPOINTMENT TO PLANNING COMMITTEE

To appoint a minimum of one additional Councillor to the Planning Committee.

16. SPORTS & PHYSICAL ACTIVITY

To review progress with the implementation of actions agreed at the November 2020 Full Council meeting (minute 176/20). To consider whether to instruct Muckle LLP to produce the required governance documents and whether to instruct David Morley Architects to produce a presentation supporting the Council's ambition for a 25 year lease.

17. TO RECEIVE UPDATES FROM WORKING PARTIES AND OUTSIDE GROUPS

- a) **Petworth Business Association** - Cllr Desai
- b) **Traffic Calming working group** - Cllr Scallon
- c) **Petworth Visitors** - Cllr Singleton
- d) **New Premises** – Update
- e) **Community Hub** – Cllr Thorpe
- f) **Planting & Horticulture** – Cllr Hewlett
- g) **Infrastructure Business Plan** – Cllr Atkins
- h) **Farmers Market** – Cllr Scallon

18. NEXT FULL COUNCIL MEETING (Information Only)

Thursday 18th February 2021.

** End of Agenda **