



Petworth Town Council

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A MEETING OF THE OPEN SPACES COMMITTEE TOOK PLACE ON WEDNESDAY 3RD FEBRUARY 2021 AT 7PM VIA VIDEO LINK

MINUTES

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

16/21 CHAIRMAN'S ANNOUNCEMENTS

The Chairman requested that mobile phones should be turned off.

17/21 APOLOGIES FOR ABSENCE

There were no apologies.

18/21 DECLARATIONS OF INTEREST

No interests were declared.

19/21 MINUTES OF THE LAST MEETING

The minutes of the meeting held on 6th January 2021 were agreed and signed as a true and accurate record. Proposed by Cllr Scallon, seconded by Cllr Kemp and unanimously approved.

20/21 MATTERS ARISING FROM THE MINUTES

There were no matters arising from the minutes.

21/21 PUBLIC PARTICIPATION SESSION

There were no members of the public present.

22/21 PLAY AREAS

The committee considered whether to remove the heras 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. The committee considered the reports received from Wicksteed Playgrounds following their annual inspection of the play areas at Rosemary Gardens and Hampers Common on 21st January 2021. Cllr Peet asked the Clerk to send the reports to Mr J Bridle and to request he carries out the recommended actions and repairs. Cllr Copus asked the Clerk to compare the 2021 reports with those received in 2020. He advised that some of the historical issues which have been identified in the 2021 reports should have also been reported in previous years, if they do pose a risk and require attention. Cllr Kemp asked the Clerk to write to Wicksteed Playgrounds to ask why the spikes on the fencing in Rosemary Gardens have been highlighted as a risk this year given that they have not been identified in previous years. The committee noted the comments made regarding the heras fencing at Hampers Common and decided not to take immediate action given that the fencing may be removed in the near future. The committee considered the quote

of £5,775.80 received from Wicksteed Playgrounds to replace the surfacing beneath the swings at Hampers Common. Cllr Copus asked the Clerk to ask Wicksteed Playgrounds if they are able to repair the surface rather than replace it and if so, to request a quote for the works. He also asked the Clerk to seek two further quotes for replacing the surface.

- 23/21 ALLOTMENTS** – The Clerk reported that following the recent complaint regarding a bonfire at Grove Street, she has spoken with the plot holder and requested they do not have any more bonfires.
- 24/21 HAMPERS COMMON** – Cllr Peet advised that the committee should install the new goal posts on the Common when Coronavirus government guidelines allow.
- 25/21 ROSEMARY GARDENS** – The committee considered Report 01-2021. It was unanimously resolved that the committee recommend Full Council approve the installation of a water supply and standpipe in Rosemary Gardens at a cost of £2,800. It was agreed that the installation of a water fountain in Rosemary Gardens should be considered when the health and safety concerns caused by COVID-19 are eased. Cllr Sproson reported that there are no national requirements with regards to the cleaning and maintenance of water fountains. She advised that Wetton Cleaning Services will clean the fountain once a week at a cost of £11.50 per visit. Cllr Sproson confirmed that Wetton Cleaning Services will sign a check list on each occasion they have cleaned the water fountain and suggested this be located in the public conveniences in Pound Street Car Park. She advised that there are numerous forms that need to be completed to place the order for the water supply and the standpipe. The Clerk requested that she and Cllr Sproson discuss the paperwork once Full Council has resolved to instruct the works.
- 26/21 PLANTING & HORTICULTURE** – The committee considered the written report circulated with the agenda for the meeting. Cllr Hewlett reported that the planter outside Austens has been smashed by a driver. She advised that Cllr Singleton has the driver’s contact details and recommended the committee ask the driver to pay for the replacement planter once a quote has been received. Cllr Hewlett reported that she is expecting a quote for the scheme at the War Memorial. Cllr Copus asked Cllr Hewlett to send the quote for the War Memorial planting to the Open Spaces committee for consideration before it is discussed at Finance & General Purposes committee. Cllr Hewlett confirmed that the Council will be entering the In Bloom competition for 2021.
- 27/21 BT PHONE BOX PROJECT** – The Clerk reported that Mr M Smith of Square Apple is currently out of town hence she has been unable to make any progress on the project since the last meeting.
- 28/21 SPORTS GROUND UPDATE** – Cllr Peet reported that following the Council’s resolution to instruct Muckle LLP to produce the required suite of governance documents for Petworth Park Sports, a meeting was called to discuss the required actions. He advised that conversations with individuals from Petworth Park Sports have taken place to help Directors who aren’t on the Sports & Physical Activity Working Group understand the reasons for the changes to the governance structure.
- 29/21 ACTION LIST**
The action list was reviewed, all updates are recorded on the attached Action List.
- 30/21 DATE OF NEXT MEETING**
Wednesday 3rd March 2021 at 7pm.

Meeting closed at 8.26pm.

Signed
Chairman

Dated.....