



Petworth Town Council

Petworth Town Clerk
clerk@petworth-tc.gov.uk

The Old Bakery, Golden Square,
Petworth, West Sussex,
GU28 0AP
T: 01798 344883

11th February 2020

To All Town Councillors

YOU ARE HEREBY SUMMONED TO A MEETING OF THE PETWORTH TOWN COUNCIL TO BE HELD ON THURSDAY 20TH FEBRUARY 2020 THE PETWORTH TOWN COUNCIL OFFICE, THE OLD BAKERY, GOLDEN SQUARE, PETWORTH COMMENCING AT 7:30PM

Chris Kemp
CHAIR

AGENDA

1. **CHAIRMAN'S ANNOUNCEMENTS**
Reminder about mobile phones and the fire exit.
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 meetings held on 16th January 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.

Meeting re-convenes

- 7. REPORT FROM DISTRICT AND COUNTY COUNCILLORS**
To receive reports from West Sussex County Councillor Janet Duncton and Chichester District Councillor Eileen Lintill.
- 8. NOMINATED REPRESENTATIVE TO THE NORTHCHAPEL, PETWORTH & TILLINGTON ALMSHOUSE CHARITY**
To receive an update from West Sussex County Councillor Janet Duncton and to consider a request received from Charles Granland, Associate Director at Savills.
- 9. FINANCE AND GENERAL PURPOSES COMMITTEE**
To accept the Minutes of the meeting of 14th January 2020 (**Appendix 2**).
Cllr Copus to inform the council of any specific issues that arose at the Finance & General Purposes meeting on 18th February 2020 and to seek Council approval for any required unbudgeted expenditure.
- 10. HIGHWAYS, TRAFFIC AND PLANNING COMMITTEE**
To accept the Minutes of the meeting of 8th January 2020 (**Appendix 3**).
Cllr Atkins to inform the members of any specific applications or planning related information from the Planning meeting on 12th February 2020.
- 11. OPEN SPACES COMMITTEE**
To approve the Minutes of the meeting of 7th January 2020 (**Appendix 4**).
Cllr Peet to inform the council of any specific issues that arose at the Open Spaces meeting on 5th February 2020.
- 12. TO RECEIVE UPDATES FROM WORKING PARTIES AND OUTSIDE GROUPS**
a) **Petworth Business Association** - Cllr Kemp
b) **Traffic Calming working group** - Cllr Scallon
c) **Petworth Sports** - Cllr Thorpe, Cllr Peet
d) **Petworth Visitors** - Cllr Singleton
e) **New Premises** – Update
f) **Community Hub** – Cllr Thorpe
g) **Planting & Horticulture** – Cllr Hewlett
- 13. TERMS OF REFERENCE FOR THE VISITORS WORKING GROUP & THE PLANTING & HORTICULTURE WORKING GROUP**
To consider the Finance & General Purposes committee’s recommendations for the terms of reference for the Visitors Working Group (**Appendix 5**) and the Planting & Horticulture Working Group (to be provided at the meeting)
- 14. NOMINATED REPRESENTATIVE TO THE PETWORTH SECRET GARDENS ORGANISING COMMITTEE**
To consider whether to nominate a representative on to the organising committee for the 2020 event.
- 15. VE DAY CELEBRATION**
To discuss plans to commemorate VE Day in Petworth on the 8th May 2020.
- 16. EXCLUSION OF MEMBERS OF THE PUBLIC AND PRESS**
The Motion: “In accordance with the provisions of section 1(2) of the Public Bodies (admission to Meetings) Act 1960 the press and public be excluded from the meeting by reason of the confidential nature of the business to be transacted”

The excluded session is to consider personnel matters.

17. NEXT FULL COUNCIL MEETING (Information Only)
Thursday 20th February 2020.

**** End of Agenda ****