



# Petworth Town Council

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Tel: 01798 344883

25<sup>th</sup> March 2020

To Open Spaces Committee Members and all other Councillors

**YOU ARE HEREBY SUMMONED TO A MEETING OF PETWORTH TOWN COUNCIL'S  
OPEN SPACES COMMITTEE TO BE HELD VIA VIDEO CONFERENCE ON WEDNESDAY  
1<sup>ST</sup> APRIL 2020 AT 7pm.**

*Laura Smith*

**CLERK & RFO**

## **AGENDA**

- 1. CHAIRMAN'S ANNOUNCEMENTS**  
Reminder about mobile phones and 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 meeting held on Wednesday 4<sup>th</sup> March 2020 (appendix 1)
- 5. MATTERS ARISING FROM THE MINUTES**  
To consider any matters arising from the Minutes not on 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 the nature of your question should be submitted to the Clerk no less than 48 hours prior to the meeting.**

(b) Items on the agenda.

Meeting re-convened

7. **REVIEW OF PLAY AREA INSPECTION REQUIREMENTS DURING CLOSURE PERIOD** – to consider the reduction in frequency of inspections during the closure of the play areas
8. **REVIEW OF GROUNDS MAINTENANCE REQUIREMENTS DURING GOVERNMENT LOCKDOWN** – to review the Council’s grounds maintenance schedule requirements during the Government lockdown.
9. **HAMPERS COMMON** – play area closure, review whether to proceed with mole draining and installation of football goal
10. **HAMPERS CEMETERY** – progress regarding research of composting toilet
11. **ROSEMARY GARDENS** – play area closure, review whether to close the Gardens in their entirety during the Government lockdown.
12. **PLANTING & HORTICULTURE** – progress regarding establishing the Planting & Horticulture Working Group & their plans for the short & medium term
13. **ALLOTMENTS** – to decide what works to undertake at Grove Street allotments and the timeline for these works. Update on annual invoicing & tenancy renewals.
14. **YOUTH SHELTER** – progress regarding sessions with young people at the Sylvia Beaufoy Centre
15. **SPORTS GROUND UPDATE**
16. **REVIEW ACTION LIST**
17. **DATE OF NEXT MEETING** – 6<sup>th</sup> May 2020

**\*\*End of Agenda\*\***