



# Petworth Town Council

Petworth Town Clerk  
[clerk@petworth-tc.gov.uk](mailto:clerk@petworth-tc.gov.uk)

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

15<sup>th</sup> April 2020

To All Town Councillors

**YOU ARE HEREBY SUMMONED TO A MEETING OF THE PETWORTH TOWN COUNCIL TO BE HELD VIA VIDEO LINK ON THURSDAY 16<sup>TH</sup> APRIL 2020 THE PETWORTH TOWN COUNCIL OFFICE, THE OLD BAKERY, GOLDEN SQUARE, PETWORTH COMMENCING AT 7PM**

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 19<sup>th</sup> March 2020 (**Appendix 1**)
5. **MATTERS ARISING FROM THOSE MINUTES**  
To discuss matters arising from those Minutes not otherwise stated in the agenda.
6. **REPORT FROM DISTRICT AND COUNTY COUNCILLORS**  
To receive reports from West Sussex County Councillor Janet Duncton and Chichester District Councillor Eileen Lintill.
7. **FINANCE AND GENERAL PURPOSES COMMITTEE**  
To accept the Minutes of the meeting of 17<sup>th</sup> March 2020 (**Appendix 2**).  
Cllr Copus to inform the council of any specific issues that arose at the Finance & General Purposes meeting on 14<sup>th</sup> April 2020 and to seek Council approval for any required unbudgeted expenditure.

8. **HIGHWAYS, TRAFFIC AND PLANNING COMMITTEE**  
To accept the Minutes of the meeting of 11<sup>th</sup> March 2020 (**Appendix 3**).  
Cllr Atkins to inform the members of any specific applications or planning related information from the Planning meeting on 8<sup>th</sup> April 2020.
9. **OPEN SPACES COMMITTEE**  
To approve the Minutes of the meeting of 4<sup>th</sup> March 2020 (**Appendix 4**).  
Cllr Peet to inform the council of any specific issues that arose at the Open Spaces meeting on 1<sup>st</sup> April 2020.
10. **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
11. **SUPPORTING THE COMMUNITY THROUGH THE CORONAVIRUS**  
To include an update on the helpdesk initiative.
12. **VIDEO CONFERENCING**  
To consider the attached report (**Appendix 5 – Report number 01/2020**).
13. **INFRASTRUCTURE BUSINESS PLAN**  
To consider whether to produce an Infrastructure Business Plan for the Town.
14. **NEXT FULL COUNCIL MEETING (Information Only)**  
Annual Town Council meeting to be held on Thursday 21<sup>st</sup> May 2020.

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