



# Petworth Town Council

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**A MEETING OF THE OPEN SPACES COMMITTEE TOOK PLACE ON WEDNESDAY 4<sup>TH</sup> MARCH 2020 AT 7.00PM IN THE TOWN COUNCIL OFFICE, THE OLD BAKERY, GOLDEN SQUARE, PETWORTH**

## MINUTES

**Present:** Cllr S. Atkins  
Cllr A. Copus  
Cllr J. Fynes  
Cllr C. Kemp  
Cllr H. Desai  
Cllr M. Peet  
Laura Smith, Clerk

### **34/20 CHAIRMAN'S ANNOUNCEMENTS**

The Chairman requested that mobile phones should be turned off and pointed out the fire escape route.

### **35/20 APOLOGIES FOR ABSENCE**

Cllr N. Fox, Cllr C. Sproson, Cllr D. Burden & Cllr J. Scallon

### **36/20 DECLARATIONS OF INTEREST**

No interests were declared.

### **37/20 MINUTES OF THE LAST MEETING**

The Minutes of the meeting held on 5<sup>th</sup> February 2020 were agreed and signed as a true and accurate record. Proposed Cllr Copus, seconded Cllr Atkins, unanimously approved and signed.

### **38/20 MATTERS ARISING FROM THE MINUTES**

No matters arising.

### **39/20 PUBLIC PARTICIPATION SESSION**

Mr & Mrs Leavens were present at the meeting and expressed concerns regarding a problem with rats at Grove Street allotments, making the committee aware that some allotment holders are putting rat poison down which could be harmful to other animals. Mr & Mrs Leavens also informed the committee that there are piles of rubbish at the site which may be attracting the rats, that some allotment holders rarely tend to their plots, that bonfires are set alight and left unattended, that hosepipes are left on over the summer months and that members of the public often walk through the site with some reports of produce being taken from the allotments.

The Chairman thanked Mr & Mrs Leavens for their feedback and advised that the committee would discuss ways in which the issues can be addressed later in the meeting.

The meeting re-convened at 7.18pm.

- 40/20 HAMPERS COMMON** – The Clerk advised that she was awaiting information regarding whether Mr Roger Hanauer has any spare play equipment at his premises before placing the order. Cllr Peet reported that he will speak to Mr Hanauer and advise the Clerk accordingly. Cllr Kemp asked the Clerk to liaise with Mr Simon Knight of the Leconfield Estate to request detail of the land at Hampers Common, to ensure this can be considered when the mole draining takes place in May 2020. Cllr Kemp also asked the Clerk to let Mr Henry Saxton know when the mole draining will take place to ensure the grounds maintenance of the site does not disrupt the works.
- 41/20 HAMPERS CEMETERY** – The Clerk advised that at a recent meeting with Mr Andy Howard of Chichester District Council, he suggested the District Council would support the installation of a composting toilet at Hampers Cemetery subject to further information. Cllr Atkins suggested it would also be beneficial to identify any services which the composting toilet could be connected to. Cllr Atkins advised that he would send the Clerk a link in order to request this information from Southern Water. Cllr Peet asked the Clerk seek further information about composting toilets for the committee’s consideration.
- 42/20 ROSEMARY GARDENS** – Cllr Peet advised that Cllr Hewlett has requested the railing piers located between the benches in Rosemary Gardens are removed to enable easier access when planting and maintaining the Gardens. The committee agreed to this request subject to the return of the key for the store room in the public toilets in order to access electricity.
- 43/20 PLANTING & HORTICULTURE** – The Clerk advised that the terms of reference for the working group were approved at the last Full Council meeting. She reported that Cllr Hewlett & Cllr Scallon are both representing the Town Council on the working group and that one more Councillor from the Open Spaces committee is required to be a member of the group. Cllr Desai offered to join the group and this was unanimously agreed by the committee. Cllr Peet requested the working group meet in the next two weeks in order to appoint a Chairperson, to finalise details of the local businesses’ standard contributions for planting in 2020, to confirm closure of the Petworth in Bloom bank account and to finalise details of the works taking place in Rosemary Gardens later this month. He asked the Clerk to liaise with the working group to arrange said meeting.
- 44/20 ALLOTMENTS** – The committee considered the feedback provided by Mr & Mrs Leavens. Cllr Kemp suggested the committee request Mr George Saxton visit Grove Street allotments in order to provide advice and recommendations on how the rat problem can be addressed. Cllr Peet asked the Clerk to liaise with Mr Saxton and report back to the committee. The Clerk suggested a cover letter outlining the key do’s and don’ts for allotment holders is sent with the invoices later in March. This was agreed by the committee. Cllr Copus requested the Clerk organise 4 “allotment holders only” signs to be installed at Grove Street allotments. The Clerk advised that she will liaise with the allotment holders at Grove Street who it has been reported do not visit their plot to identify whether their allotments can be offered to those on the waiting list for the 2020/2021 tenancy period. The Clerk reported that the skip for the clear up at Station Road allotments will be delivered on Friday and advised that she will confirm the time of delivery with the committee. Cllr Desai reported that she will request the public’s help with this clear up by posting on the Town Council’s Facebook page.
- 45/20 YOUTH SHELTER** – In the absence of Cllr Scallon, there was no update.
- 46/20 SPORTS GROUND UPDATE** – Cllr Kemp reported that the National Trust have offered a 10-year lease of the Sports Ground, not the 25-year lease requested by the Town Council. He advised that Mr Andrew Carrington has been instructed to accept the 10-year lease which will enable the Cricket Club to install the proposed nets and the Football Club to improve the pitches. Cllr Peet reported that he and Cllr Kemp will install the dog fouling signs at the Sports Ground in the coming days. Cllr Peet thanked Cllr Atkins for undertaking the planning application for the cricket nets on behalf of the Town Council. Cllr Copus advised that he has received an invoice from Petworth Park Sports for grounds maintenance over the winter period and that he had queried the level of works carried out. Cllr Peet asked Cllr Copus to forward the details to the committee for their review and comment.

**47/20 PLAYGROUND NOTICES** – The Clerk advised that the wording for the play area signs has been finalised but sought the committee’s guidance regarding the number and type of signs required. It was agreed that 2 signs on posts were required for Hampers Common, with 3 required for Rosemary Gardens to replace the current signs. Cllr Copus requested 6 signs are purchased in order to keep 1 as a spare. Cllr Atkins suggested the Clerk also purchase a no climbing sign to be fixed to the basketball area at Hampers Common which was unanimously agreed by the committee.

**48/20 ACTION LIST**

The action list was reviewed, all updates are recorded on the attached Action List.

**49/20 DATE OF NEXT MEETING**

Wednesday 1<sup>st</sup> April 2020 at 7pm.

Meeting closed at 8:59pm.

Signed .....  
Chairman

Dated.....