



# Petworth Town Council

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

E: [clerk@petworth-tc.gov.uk](mailto:clerk@petworth-tc.gov.uk)

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## A MEETING OF THE OPEN SPACES COMMITTEE TOOK PLACE ON WEDNESDAY 3<sup>RD</sup> MARCH 2021 AT 7PM VIA VIDEO LINK MINUTES

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

### 31/21 CHAIRMAN'S ANNOUNCEMENTS

The Chairman requested that mobile phones should be turned off.

### 32/21 APOLOGIES FOR ABSENCE

There were no apologies.

### 33/21 DECLARATIONS OF INTEREST

No interests were declared.

### 34/21 MINUTES OF THE LAST MEETING

The minutes of the meeting held on 3<sup>rd</sup> February 2021 were agreed and signed as a true and accurate record. Proposed by Cllr Peet, seconded by Cllr Copus and unanimously approved.

### 35/21 MATTERS ARISING FROM THE MINUTES

There were no matters arising from the minutes.

### 36/21 PUBLIC PARTICIPATION SESSION

Mr A Carrington, Chairman of Petworth Park Sports, reported that he had prepared a statement which he would send to the Clerk for circulation to Councillors. The Chairman thanked Mr Carrington for his statement and advised that his submission would be considered by Councillors in due course.

### 37/21 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 feedback received from Mr J Bridle regarding the required repairs highlighted through the recent annual inspection reports. It was agreed that the Clerk would seek quotes for the repair of the medium risks for the committee's consideration. It was agreed that the Clerk would circulate the proposed wording for the no climbing signs to be sited on the wall in Rosemary Gardens, to the committee. The committee considered the quotes received to repair and replace the surface beneath the old swings on Hampers Common. Under the proposal of Cllr Peet, seconded by Cllr Copus, it was unanimously resolved to recommend the Playsafe Playgrounds Ltd quote of £3,569 to replace the safety surface to Full Council for approval. Cllr Copus offered to check the measurements of the safety surface and to advise the Clerk.

- 38/21 ALLOTMENTS** – Cllr Kemp reported that he has repaired the water leaks at Station Road allotments and he has replaced the taps. He advised that materials which can be used for future repairs has been stored in the Town Council office. Cllr Desai requested that the committee revisit the improvements to the Town Council’s allotment. It was agreed that Cllr Desai and Cllr Hewlett would produce a brief for the allotment, following which quotes for the required works would be sought. Cllr Scallon advised that he would ask HJS Land Services to place the turf being removed from his residence, at the Town Council’s allotment.
- 39/21 HAMPERS COMMON** – Cllr Peet asked the Clerk to seek confirmation that the purchase price of the goal post is as per the MH Goals quote of 29<sup>th</sup> November 2019.
- 40/21 ROSEMARY GARDENS** – Cllr Sproson provided the committee with an update on the installation of the water supply and the standpipe. Cllr Kemp agreed to meet the suppliers on site with Cllr Sproson on 8<sup>th</sup> March 2021 at 3.30pm where plans would be finalised and instruction given in order to start the works on the 24<sup>th</sup> March 2021.
- 41/21 PLANTING & HORTICULTURE** – Cllr Hewlett reported that she met with Etherington & Spicer to discuss the removal of the railing piers in Rosemary Gardens which would then be installed around the bottom bench boundary wall, to avoid future damage to the flower bed. Under the proposal of Cllr Hewlett, seconded by Cllr Peet, it was resolved to recommend Full Council approve the works at a cost of £450. Cllr Hewlett advised that she has identified areas which could be recommended to South Downs National Park Authority for the road verge cutting project and that she will confirm these with the Clerk for submission. Cllr Hewlett reported that the volunteers have recently tidied up Sheepdown, that they will be in Rosemary Gardens over the weekend of 6<sup>th</sup> & 7<sup>th</sup> March and that she will order the new planters at the end of April. She advised that she has sent the Clerk the costs of replacing the damaged planter outside Austens to pass on to the driver.
- 42/21 BT PHONE BOX PROJECT** – The Clerk reported that she has been unable to reach Mr M Smith of Square Apple and has therefore been unable to make any progress on the project.
- 43/21 SPORTS GROUND UPDATE** – Cllr Peet reported that the Chairman of Petworth Park Sports provided a statement at the Full Council meeting on 18<sup>th</sup> February 2021. Having considered the statement, Cllr Peet advised that any changes to the Town Council’s representatives on the Board of Petworth Park Sports and any financial contributions to Petworth Park Sports, require approval by Full Council. Cllr Atkins requested that a briefing note be presented to Full Council to provide an update on the current position and to seek approval of any recommendations. Cllr Peet asked the Clerk to organise a meeting of the Sports & Physical Activity Working Group.
- 44/21 ACTION LIST**  
The action list was reviewed, all updates are recorded on the attached Action List.
- 45/21 DATE OF NEXT MEETING**  
Wednesday 7<sup>th</sup> April 2021 at 7pm.

Meeting closed at 8.38pm.

Signed .....  
Chairman

Dated.....