



# Petworth Town Council

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11th June 2021

To All Town Councillors

**YOU ARE HEREBY SUMMONED TO A MEETING OF THE PETWORTH TOWN COUNCIL TO BE HELD ON THURSDAY 17<sup>th</sup> JUNE 2021 AT PETWORTH TOWN COUNCIL, THE OLD BAKERY, GOLDEN SQUARE, PETWORTH AND VIA VIDEO CONFERENCING, COMMENCING AT 7pm.**

**Laura Smith**  
Clerk

## AGENDA

**1. CHAIRMAN'S ANNOUNCEMENTS**

Reminder about mobile phones and the use of the hands up feature on TEAMS should Councillors wish to be invited to speak. Reminder to keep microphones muted unless invited to speak.

**2. APOLOGIES FOR ABSENCE**

**3. DISCLOSURE OF INTERESTS**

Councillors are reminded of their responsibility to declare any disclosable pecuniary and nonpecuniary 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 annual meeting held on 21<sup>st</sup> May 2021 (Appendix 1)

**5. MATTERS ARISING**

To consider matters arising from the meeting not already on this 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-convened

**7. REPORT FROM DISTRICT AND COUNTY COUNCILLORS**

To receive reports from West Sussex County Councillor, Cllr Janet Duncton and District Councillor, Cllr Eileen Lintill.

**8. GENERAL POWER OF COMPETENCE**

To consider whether the council meets the eligibility requirements to utilise the General Power of Competence (Appendix 2).

**9. SPORTS & PHYSICAL ACTIVITY WORKING GROUP TERMS OF REFERENCE**

To consider the revised terms of reference (Appendix 3)

**10. FINANCE AND GENERAL PURPOSES COMMITTEE.**

To accept the minutes of the meeting of 18<sup>th</sup> May 2021 (Appendix 4). Cllr Copus to inform the council of any specific issues that arose at the Finance & General Purposes meeting on 15<sup>th</sup> June 2021 and to seek Council approval for any required unbudgeted expenditure.

**11. HIGHWAYS, TRAFFIC AND PLANNING COMMITTEE**

To accept the minutes of the meeting of 12<sup>th</sup> May 2021 (Appendix 5). Cllr Atkins to inform the members of any specific applications or planning related information from the Planning meeting on 9<sup>th</sup> June 2021.

**12. OPEN SPACES COMMITTEE**

To accept the minutes of the meeting of 5<sup>th</sup> May 2021 (Appendix 6). Cllr Peet to inform the council of any specific issues that arose at the Open Spaces meeting on 2<sup>nd</sup> June 2021.

**13. TO RECEIVE UPDATES FROM WORKING PARTIES AND OUTSIDE GROUPS**

a) **Petworth Business Association** - Cllr Desai

b) **Traffic** - Cllr Scallon

c) **Infrastructure Business Plan** – Cllr Atkins

d) **Petworth Visitors** - Cllr Singleton

e) **New Premises** – Update

f) **Community Hub** – Cllr Thorpe

g) **Planting & Horticulture** – Cllr Hewlett

h) **Farmers Market** – Cllr Scallon

**14. NEXT FULL COUNCIL MEETING (Information Only)**

The next meeting of the Town Council is scheduled to be held on Thursday 22<sup>nd</sup> July 2021.