



Petworth Town Council

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

E: clerk@petworth-tc.gov.uk

A MEETING OF THE OPEN SPACES COMMITTEE TOOK PLACE ON WEDNESDAY 6TH MAY 2021 AT 7PM VIA VIDEO LINK

MINUTES

Present:	Cllr J. Scallon	Cllr C. Sproson
	Cllr M. Peet	Cllr H. Desai
	Cllr C. Kemp	Cllr P. Hewlett
	Cllr A. Copus	L Smith (Clerk)

62/21 CHAIRMAN'S ANNOUNCEMENTS

The Chairman requested that mobile phones should be turned off. He advised that St Mary's Church have asked if the Council would add the mowing of the grass/lawns at the Rectory to the grounds maintenance schedule, the cost of which would be covered by the Church. Following discussion, Cllr Peet asked the Clerk to speak with the contractor to ask if he would be able to add the works in to his schedule and at what price.

63/21 APOLOGIES FOR ABSENCE

Cllr S. Atkins.

64/21 DECLARATIONS OF INTEREST

No interests were declared.

65/21 MINUTES OF THE LAST MEETING

The minutes of the meeting held on 7th April 2021 were agreed and signed as a true and accurate record. Proposed by Cllr Peet, seconded by Cllr Desai and unanimously approved.

66/21 MATTERS ARISING FROM THE MINUTES

There were no matters arising from the minutes.

67/21 PUBLIC PARTICIPATION SESSION

There were no members of the public present.

68/21 PLAY AREAS

The committee considered a draft response to a letter dated 20th April 2021 received from the Information Commissioner's Office. Following discussion, Cllr Peet asked the Clerk to update the draft letter and to circulate it to the committee to be signed off before it is sent to the IOC. Cllr Peet reported that following a recent working party site visit, it is recommended not to instruct Playsafe Playgrounds to undertake further works at Hampers Common at this time. Under the proposal of Cllr Peet, seconded by Cllr Copus it was unanimously resolved that a Council working group would undertake the following remedial works at Hampers Common:

1. Order & fit replacement caps
2. Remove excess links on the old swing chains

Under the proposal of Cllr Peet, seconded by Cllr Copus, it was unanimously resolved that no further action to the following recommendations received at the most recent annual inspection, is required at the present time:

1. Removal of padlock on basketball hoop
2. Cut back and rounding of excess threads on multisports goal
3. Do not climb on the framework or nets & do not hang on the ring warning signs

Cllr Peet advised that at the recent site visit to Hampers Common, Councillors inspected the play areas and agreed that the wood requires treating, perhaps using tung oil. Cllr Hewlett offered to request Etherington & Spicer provide a quote for the works. Cllr Copus agreed to meet Cllr Hewlett and Etherington & Spicer on site to discuss the required works.

- 69/21 ALLOTMENTS** – The Clerk reported that invoices for the 2021/22 allotment rent have been issued and the majority of payments have already been made. She advised that the turf will be installed at the Council's allotment on Friday 14th May 2021. Cllr Hewlett agreed to meet the contractors on site when they arrive on 14th May. Cllr Desai agreed to water the new turf in, after it has been laid. The Clerk advised that she would write to allotment holders advising that bonfires at the four sites are permanently banned following the resolution at the Full Council meeting on 22nd April 2021. Cllr Sproson advised that she has not yet met with Sussex Water Mains Ltd to identify the requirements of the Water Supply (Water Fittings) Regulations 1999 and to obtain a quote for the works for the committee's consideration.
- 70/21 HAMPERS COMMON** – Cllr Peet reported that the new football goal has been installed. It was agreed that the net would not be attached to the goal for health and safety reasons. Cllr Copus advised that the 2nd goal and the nets for both goals are stored at Hampers Green Community Centre with a key for the storage area secured in the Council's office. Cllr Copus & Cllr Peet agreed to undertake a site visit to discuss what to do with the multisports goal and basketball hoop given that the new football goal has been installed. Cllr Copus reported that he has asked HJS Land Services to keep the grass in the vicinity of the new goal at a low level.
- 71/21 ROSEMARY GARDENS** – Cllr Hewlett reported that the railings have been repositioned & removed with the spare railings stored in the Council's container. She advised that the flower bed by the entrance to the gardens is still being walked over hence this would be planted up in the near future. Cllr Hewlett reported that young people from the Sylvia Beaufoy Centre will be volunteering in Rosemary Gardens on 6th May 2021, to go towards their Duke of Edinburgh awards. She advised that a working party would be in Rosemary Gardens on 7th May 2021 should anyone wish to assist. Under the proposal of Cllr Peet, seconded by Cllr Kemp it was unanimously resolved to recommend the purchase of two picnic tables from Four Square Furniture at a cost of £1,331.42 to the Finance & General Purposes committee. Cllr Peet sought the committee's thoughts on whether the flagpole should be replaced following the recent damage. It was unanimously agreed that the flagpole should not be replaced following the repairs carried out by Cllr Peet.
- 72/21 PLANTING & HORTICULTURE** – Cllr Hewlett reported that the zinc planters are currently out of stock hence the recent order may be delayed for some time. She advised that she has not yet secured someone to take on the watering this year hence it may be necessary to advertise the role. The Clerk asked Cllr Hewlett to let her know if an advert is required in which case, she would support with promoting the position.
- 73/21 SPORTS GROUND UPDATE** – Cllr Peet reported that Chichester District Council have given Petworth Park Sports a 6-month extension to spend the Covid Recovery Grant, enabling a claim to be made up to and including 13th October 2021. The Clerk advised that the Chairman of PPS has requested a meeting with Cllr Singleton, Cllr Peet and Cllr Copus and it was agreed that this would take place on Wednesday 12th May 2021 at 6pm in the Council office.
- 74/21 HORSHAM ROAD CHAPEL** – Cllr Sproson reported that she has had no correspondence from representatives of St Mary's Church or from the Chichester Diocese since the last meeting. Cllr Peet requested that the item be removed from the committee's agenda until such time that the Church, as the land owners, or the Diocese have organised the next meeting.

75/21 ACTION LIST

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

76/21 DATE OF NEXT MEETING

Wednesday 2nd June 2021 at 7pm.

Meeting closed at 8.47pm.

Signed
Chairman

Dated.....