



# Petworth Town Council

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16th July 2021

To All Town Councillors

**YOU ARE HEREBY SUMMONED TO A MEETING OF THE PETWORTH TOWN COUNCIL TO BE HELD ON THURSDAY 22<sup>ND</sup> JULY 2021 AT THE LECONFIELD HALL, COMMENCING AT 7pm.**

**Laura Smith**  
Clerk

## AGENDA

1. **CHAIRMAN'S ANNOUNCEMENTS**  
Reminder about mobile phones.
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 17<sup>th</sup> June 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. **UPDATE FROM PCSO NEIL BILLINGHAM**  
To receive an update from PCSO Neil Billingham
8. **DISTRICT AND COUNTY COUNCILLORS**  
To receive reports from West Sussex County Councillor, Cllr Janet Duncton and District Councillor, Cllr Eileen Lintill.
9. **FINANCE AND GENERAL PURPOSES COMMITTEE.**  
To accept the minutes of the meeting of 15<sup>th</sup> June 2021 (Appendix 2). Cllr Copus to inform the council of any specific issues that arose at the Finance & General Purposes meeting on 20<sup>th</sup> July 2021 and to seek Council approval for any required unbudgeted expenditure.
10. **HIGHWAYS, TRAFFIC AND PLANNING COMMITTEE**  
To accept the minutes of the meeting of 9<sup>th</sup> June 2021 (Appendix 3). Cllr Atkins to inform the members of any specific applications or planning related information from the Planning meeting on 14<sup>th</sup> July 2021.
11. **OPEN SPACES COMMITTEE**  
To accept the minutes of the meeting of 2<sup>nd</sup> June 2021 (Appendix 4). Cllr Peet to inform the council of any specific issues that arose at the Open Spaces meeting on 7<sup>th</sup> July 2021.
12. **FARMERS MARKET**  
To consider the Farmers Market working group's recommendations for the future management and operation of the Market, following the current Manager's resignation.
13. **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) **Leconfield Hall** – Cllr Peet
  - i) **Petworth Heritage Partnership** – Cllr Fox
  - j) **Fete in the Square** – Cllr Singleton
14. **NEXT FULL COUNCIL MEETING (Information Only)**  
The next meeting of the Town Council is scheduled to be held on Thursday 19<sup>th</sup> August 2021.