



Petworth Town Council

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

Email: clerk@petworth-tc.gov.uk

13th August 2021

To All Town Councillors

YOU ARE HEREBY SUMMONED TO A MEETING OF THE PETWORTH TOWN COUNCIL TO BE HELD ON THURSDAY 19TH AUGUST 2021 AT PETWORTH TOWN COUNCIL, THE OLD BAKERY, GOLDEN SQUARE, PETWORTH, 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 22nd July 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. DISTRICT AND COUNTY COUNCILLORS

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

8. FINANCE AND GENERAL PURPOSES COMMITTEE

To accept the minutes of the meeting of 20th July 2021 (Appendix 2). Cllr Copus to inform the council of any specific issues that arose at the Finance & General Purposes meeting on 17th August 2021 and to seek Council approval for any required unbudgeted expenditure.

9. HIGHWAYS, TRAFFIC AND PLANNING COMMITTEE

To accept the minutes of the meeting of 14th July 2021 (Appendix 3). Cllr Atkins to inform the members of any specific applications or planning related information from the Planning meeting on 11th August 2021.

10. OPEN SPACES COMMITTEE

To accept the minutes of the meeting of 8th July 2021 (Appendix 4). Cllr Peet to inform the council of any specific issues that arose at the Open Spaces meeting on 4th August 2021.

11. FARMERS MARKET

To consider the Farmers Market working group's recommendations for the future management and operation of the Market. To review and adopt the Farmers Market Event Safety Management Plan (Appendix 5) and confirm which Councillors will attend the August Market.

12. THE QUEEN'S PLATINUM JUBILEE 2022

To confirm membership of the working group.

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** – Cllr Singleton

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

k) **Christmas Event** – Cllr Desai

l) **Petworth Park Sports** – Cllr Peet

14. NEXT FULL COUNCIL MEETING (Information Only)

The next meeting of the Town Council is scheduled to be held on Thursday 16th September 2021.