



# Petworth Town Council

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**A MEETING OF THE OPEN SPACES COMMITTEE TOOK PLACE ON WEDNESDAY 4<sup>TH</sup> AUGUST 2021 AT PETWORTH TOWN COUNCIL, THE OLD BAKERY, GOLDEN SQUARE, PETWORTH COMMENCING AT 7PM**

## MINUTES

**Present:** Cllr M. Peet Cllr A. Copus  
Cllr H. Desai Cllr S. Atkins  
Cllr C. Kemp Cllr P. Hewlett  
L Smith (Clerk)

### **113/21 CHAIRMAN'S ANNOUNCEMENTS**

The Chairman requested that mobile phones should be turned off.

### **114/21 APOLOGIES FOR ABSENCE**

Cllr C. Sproson & Cllr J. Scallon.

### **115/21 DECLARATIONS OF INTEREST**

No interests were declared.

### **116/21 MINUTES OF THE LAST MEETING**

The minutes of the meeting held on 8<sup>th</sup> July 2021 were agreed and signed as a true and accurate record. Proposed by Cllr Peet, seconded by Cllr Atkins and unanimously approved.

### **117/21 MATTERS ARISING FROM THE MINUTES**

There were no matters arising from the minutes.

### **118/21 PUBLIC PARTICIPATION SESSION**

There were no members of the public present.

### **119/21 HAMPERS COMMON**

Cllrs Copus & Atkins reported on their recent consultation session with young people at the Sylvia Beaufoy Centre, where their views were sought on the proposed youth shelter at Hampers Common. They advised that there were 8 young people at the session, 1 of whom lived in Hampers Green. Cllr Atkins reported that the young people were supportive of the proposal and were interested in designing the youth shelter. It was agreed that Cllrs Copus & Atkins would have a second session with the young people to produce some designs which would then be sent with a letter providing further details of the project and the need for the youth shelter, to the landowner to seek their consent. Cllr Peet suggested the landowner is invited to a consultation session, along with residents, to ensure their feedback on the proposal and the designs is also sought before the project is potentially taken forward. The Chairman asked the Clerk to send the sketch of the play area towers, produced by Cllr Atkins, to Fineline Joinery and to request a site meeting to discuss the Council's requirements in order to generate a quote. The committee considered the information circulated regarding the compostable

toilet. Following discussion, the Chairman asked the Clerk to identify a similar facility which is open to the public, to whom the committee could speak with to discuss their management plan. The Chairman also asked the Clerk to liaise with Wisborough Green Parish Council to identify what company they use to clean their public conveniences. The committee agreed that the composting toilet should feature in the consultation session at Hampers Green to seek residents' feedback on the proposal.

#### **120/21 ALLOTMENTS**

Under the proposal of Cllr Peet, seconded by Cllr Kemp, it was unanimously resolved to seek approval from the Finance & General Purposes Committee for the installation of 16 double check valve taps at a cost of £595. The committee considered a request from an allotment holder to install a storage unit at their plot and unanimously agreed to permit them to do so. The committee considered whether to install no bonfire signs and notices regarding the requirements of those using hoses at the 4 allotment sites. The Chairman asked the Clerk to seek quotes for these signs for the committee's consideration. The Clerk reported on the recent meeting with representatives of the Leconfield Estate including their request to use some of the plots at Angel Street to provide parking for their residents. It was agreed that Cllrs Peet, Atkins & Hewlett would attend a site meeting with representatives of the Leconfield Estate to establish their requirements and consider this request further. The Chairman asked the Clerk to liaise with the Leconfield Estate to set up the site meeting.

#### **121/21 SHIMMINGS PATH**

The Clerk reported on the recent meeting with representatives of the Leconfield Estate including their request for the Town Council to maintain some of the Estate's land along the footpath, upon its reopening. It was agreed that Cllrs Peet, Atkins & Hewlett would attend a site meeting with representatives of the Leconfield Estate to establish their requirements and consider this request further. The Chairman asked the Clerk to liaise with the Leconfield Estate to set up the site meeting.

#### **122/21 ASSET REGISTER REVIEW**

It was agreed that the committee would undertake the next review of the Council's assets on the 12<sup>th</sup> August 2021 from 6pm. Under the proposal of Cllr Peet, seconded by Cllr Copus, it was unanimously resolved to seek approval from the Finance & General Purposes Committee for the cleaning and treatment of 5 wooden benches at a cost of £600. The Clerk reported that Hyde Housing had not accepted ownership of the verges between SSE's gas sub station and the block of garages on Station Road. The Chairman asked the Clerk to write to SSE to ask them to tidy up the area and to seek the assistance of Chichester District Councillor Alan Sutton to identify who owns this area of land.

#### **123/21 ROSEMARY GARDENS**

Cllr Kemp reported that he had not yet prepared a quote for the preparation of a condition statement outlining the works required on the wall, for the committee's consideration. The Chairman asked the Clerk to speak with Cllr Sproson to request she provides the committee with an update on the proposed water fountain in Rosemary Gardens at the next meeting.

#### **124/21 PLANTING & HORTICULTURE**

Cllr Hewlett advised that the In Bloom judging took place on the 12<sup>th</sup> July 2021 with the results expected in September. She reported that the results would be announced via a Zoom meeting and the Chairman suggested this could be shown in the Leconfield Hall with residents invited to attend. Cllr Hewlett advised that Mr Charlie Marsh has been watering the town's plants and hanging baskets and she reported that the new watering backpack has been delivered. She advised that the box planter currently in situ by the Leconfield Hall has been vandalised and will be relocated. Cllr Hewlett reported that a new group of young volunteers from the Sylvia Beaufoy Centre will help the planting and horticulture team from October 2021. She asked the committee to fund some gardening gloves for the young volunteers and it was agreed Cllr Hewlett would source a quote for consideration at the next meeting. Cllr Hewlett wanted to place on record her thanks to the young people who had helped plant in Rosemary Gardens and the War Memorial over the summer, reporting that they had been a great help. She reported that the winter and spring plants would be bright colours themed around the Queen's Platinum Jubilee. She advised that Fred's Bank would be trimmed in August, that the Angel Street wall had been reported to the Leconfield Estate as it is in need of maintenance and that the

damaged bench removed from the War Memorial would be dismantled with the memorial plaque being given to the family of Bill & Rene Wareham.

**125/21 SPORTS & PHYSICAL ACTIVITY UPDATE**

The Clerk reported that she would be meeting with the Chairman of Petworth Park Sports and representatives of Muckle LLP to discuss the draft Articles of Association on Wednesday 18<sup>th</sup> August 2021.

**126/21 ACTION LIST**

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

**127/21 DATE OF NEXT MEETING**

Wednesday 1<sup>st</sup> September 2021 at 7pm.

Meeting closed at 8.30pm.

Signed .....  
Chairman

Dated.....