



Petworth Town Council

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A MEETING OF THE OPEN SPACES COMMITTEE TOOK PLACE ON WEDNESDAY 6TH OCTOBER 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 P. Hewlett	Cllr J. Scallon
Cllr C. Sproson	L Smith (Clerk)

144/21 CHAIRMAN'S ANNOUNCEMENTS

The Chairman requested that mobile phones should be turned off & advised of the fire exit route.

145/21 APOLOGIES FOR ABSENCE

Cllr C. Kemp.

146/21 DECLARATIONS OF INTEREST

No interests were declared.

147/21 MINUTES OF THE LAST MEETING

The minutes of the meeting held on 1st September 2021 were agreed and signed as a true and accurate record. Proposed by Cllr Peet, seconded by Cllr Copus and unanimously approved.

148/21 MATTERS ARISING FROM THE MINUTES

There were no matters arising from the minutes.

149/21 PUBLIC PARTICIPATION SESSION

There were no members of the public present.

150/21 HAMPERS COMMON

The Clerk reported that the quotes for improvements to the tower at Hampers Common had not yet been received. Cllr Sproson advised that Southern Loo Hire would not provide a formal quote for the proposed accessible portaloo toilet and should therefore not be considered for the service required. Cllr Sproson reported that she had sought quotes from other providers and advised that they had not yet been received. The Clerk reported that the Petworth & District Community Association had requested use of the Common to hold a Fireworks & Bonfire event on 6th November 2021. The committee agreed to the request.

151/21 ALLOTMENTS

Under the proposal of Cllr Copus, seconded by Cllr Desai it was unanimously resolved to recommend the purchase of 12 No Bonfires signs from Steeple Graphics at a cost of £72 to the Finance & General Purposes committee. The committee considered an email received from an allotment holder at Station

Road regarding the community allotment. Following discussion, the Chairman asked the Clerk to advise the allotment holder that the community allotment was developed for the use of allotment holders, their friends and families and local residents who may not have access to an outdoor space of their own. He also asked the Clerk to request the resident contact the Council again should she deem there is excessive usage of the community allotment at which point the Council would undertake another review.

Cllr Atkins reported that he had not received any further communication from the Leconfield Estate regarding the allotments at Angel Street.

152/21 SHIMMINGS PATH

Cllr Atkins reported that he had not received any further communication from the Leconfield Estate regarding the Shimmings Path. The Clerk advised that she had spoken with a representative of the residents at The Hermitage who confirmed the works are on schedule to complete at the end of October 2021. The committee considered a quote received for the purchase of 3 benches to be sited along the path. It was agreed that a working party would review what benches to purchase and how to secure them along the path and to form a recommendation for the committee's consideration. The Clerk advised that the quote requested from HJS Groundworks to clear the gateway areas at either end of the path where it joins to Bartons Lane and Angel Street, to clear the path route of overgrowth and say a 1m verge either side of the path to allow the path to be used, to clear the overgrowth outside of the 1m verge on the east side of the path Shimmings Valley for the length of the path and to regularly trim the path (price per cut) had not yet been received.

153/21 ASSET REGISTER REVIEW

It was agreed that a working party would review how to secure the new bench at the War Memorial. Cllr Copus reported that the bus shelter at Balls Cross Road required a small number of replacement tiles. Cllr Copus advised that he would carry out the repairs. Cllr Peet asked the Clerk to speak to Cllr Kemp to identify whether any repairs were required on the bus shelter on the London Road at Hampers Green. Cllr Peet reported that he had straightened the bench at Grove Lane and he asked Cllr Hewlett to monitor it in case repairs are required in the future. Cllr Copus sought the committee's views on whether the Council should consider the purchase of additional defibrillators which could be sited around the parish. Cllr Peet asked the Clerk to source a quote, for the committee's consideration. The Clerk reported that she had identified an individual who had attended a Routine Inspections of Children's Playgrounds course and agreed to inspect the Council's 2 play areas on a fortnightly basis at a cost of £25 per play area, per visit. Under the proposal of Cllr Copus, seconded by Cllr Peet it was unanimously resolved to recommend Full Council instruct Mr Burkinshaw of Greenscape Services to undertake the Council's play area inspections.

154/21 ROSEMARY GARDENS

Cllr Sproson reported that the bottle filling station would be delivered on 2nd November 2021. Under the proposal of Cllr Peet, seconded by Cllr Hewlett, it was unanimously resolved to recommend the Council instruct Sussex Water Mains Ltd to install the bottle filling station at a cost of £1,232.89 to the Finance & General Purposes committee. The Clerk advised that the Council's office cleaner had agreed to clean the bottle filling station. Cllr Sproson suggested the cleaning took place on Mondays, Thursdays and Saturdays. The Clerk asked Cllr Sproson to confirm the requirements so they could be shared with the cleaner and the cost approved through the Council's committees. The Clerk reported that she had not received a condition survey for Rosemary Gardens wall from Cllr Kemp. Cllr Peet asked the Clerk to source a quote for a condition survey of the wall and a quote to stabilise the wall, from the Leconfield Estate.

155/21 PLANTING & HORTICULTURE

Cllr Hewlett thanked the committee for the painting presented to her at the recent Full Council meeting and the recognition she and the other In Bloom volunteers had received. She reported that Petworth had won gold in the Small Towns category for the South East of England In Bloom competition. Cllr Hewlett advised that she had asked whether a plaque to mark the town's achievement would be forthcoming. She reported that the Planting & Horticulture working group would meet to review the judges' feedback and to plan for the 2022 scheme. Cllr Hewlett reported

that she would seek a quote for a banner to promote the gold award from Steeple Graphics. She advised that the Council would be credited £126 from Roundwood due to the substandard condition of the faux lead planters the Council had ordered. It was agreed that the credit could be used to fund a third steel planter which had recently become in stock. Cllr Hewlett reported that the autumn tidy up day would take place on 29th October 2021 and she encouraged Councillors to participate. She advised that the hanging baskets would be taken down on the 31st October 2021, that the funds from the film recently shown in the Leconfield Hall had not yet been received and she asked the Clerk to seek a quote for the removal of a dead branch on a tree in Rosemary Gardens. Cllr Hewlett reported that one of the trees removed from along the Shimmings Path was a memorial tree which could be planted at the end of Barton's Lane. Cllr Copus offered to identify the landowner of the proposed area upon which the tree could be planted in order to seek their permission. Cllr Hewlett advised that Mr C Marsh would assist with the relocation of some plants along Fred's Bank. She reported that some of the works on the Council's grounds maintenance specification had been undertaken by the In Bloom team and not by the Council's contractor. Cllr Hewlett agreed to review the Council's grounds maintenance specification in order to make recommendations to the committee for the 2022 grounds maintenance schedule. Cllr Peet thanked Cllr Hewlett for her and the In Bloom team's efforts and asked the Clerk to send his and the committee's thanks to all the In Bloom volunteers.

156/21 SPORTS & PHYSICAL ACTIVITY UPDATE

Cllr Peet asked the Clerk to organise a meeting of the Sports & Physical Activity working group at which the proposed new governance model of Petworth Park Sports could be discussed.

157/21 THE OLD BAKERY PHONE BOX

The Clerk reported that the welcome sign, leaflet holders, PTC leaflets and a shelf had been delivered. It was agreed that a working group of the committee would install the items in the phone box.

158/21 SKATEPARK

The committee considered the discussion that took place at the September 2021 Full Council meeting regarding the proposed skatepark. The Clerk reported that Chichester District Council Leader E. Lintill had discussed the land to the East of Petworth Primary School with the Leader of West Sussex County Council. Cllr Peet asked the Clerk to request Cllr Lintill provide an update on the outcomes of her discussions at the Full Council meeting on 21st October 2021.

159/21 ACTION LIST

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

160/21 DATE OF NEXT MEETING

Wednesday 3rd November 2021 at 7pm.

Meeting closed at 9.10pm.

Signed
Chairman

Dated.....