



Petworth Town Council

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A MEETING OF THE OPEN SPACES COMMITTEE TOOK PLACE ON WEDNESDAY 3RD NOVEMBER 2021 AT PETWORTH TOWN COUNCIL, THE OLD BAKERY, GOLDEN SQUARE, PETWORTH COMMENCING AT 7PM

MINUTES

Present: Cllr M. Peet Cllr A. Copus (from 8.10pm)
Cllr H. Desai Cllr C. Kemp
Cllr P. Hewlett Cllr C. Sproson
L Smith (Clerk)

161/21 CHAIRMAN'S ANNOUNCEMENTS

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

162/21 APOLOGIES FOR ABSENCE

Cllr S. Atkins & Cllr J. Scallon.

163/21 DECLARATIONS OF INTEREST

No interests were declared.

164/21 MINUTES OF THE LAST MEETING

The minutes of the meeting held on 6th October 2021 were agreed and signed as a true and accurate record. Proposed by Cllr Peet, seconded by Cllr Desai and unanimously approved.

165/21 MATTERS ARISING FROM THE MINUTES

There were no matters arising from the minutes.

166/21 PUBLIC PARTICIPATION SESSION

There were no members of the public present.

167/21 HAMPERS COMMON

The committee considered a quote received from Etherington & Spicer for improvements to the tower at Hampers Common. The Clerk advised that as the quote was more than £1,000, the committee should seek 2 more quotes. Cllr Kemp agreed to produce a written specification for the works which the Clerk could use to source additional quotes. Cllr Sproson updated the committee regarding the quotes received for a portaloo to be sited in Hampers Green Cemetery. The Chairman asked the Clerk to send an image of the proposed MJ Brown portaloo to Chichester District Council, requesting their approval to locate the unit in the cemetery. He advised that fencing could be installed around the portaloo to ensure it is well presented and suggested that paving stones could be laid to enable disability access. The Clerk reported that Cllr Atkins & Cllr Copus had recently visited the Sylvia Beaufoy Centre to consult young people regarding the proposed youth shelter for Hampers Common. She advised that she was unaware of the outcomes from the session. The committee considered an email received from a resident of Hampers Green. The Chairman asked the Clerk to see if the resident

could put the football goal back in the sockets on the Common, after which a working party would reinstall the net. Under the proposal of Cllr Peet, seconded by Cllr Kemp, it was unanimously resolved that the Clerk should request a quote from Nick Blunt Fencing to install a safety railing at the north-eastern corner of the Common. The Chairman advised that he would organise a working party to review the resident's request for hard standing at the vehicle entrance to the Common.

168/21 ALLOTMENTS

The committee approved the proposed design of the No Bonfires sign for the allotment sites. The committee considered a quote received from HJS Landservices to cut the hedge between Grove Street allotments and the tennis club. As the quote was over £1,000, the Clerk agreed to source 2 further quotes for the works. The committee considered feedback received from a resident regarding the sign at the entrance to Station Road allotments. Following discussion, it was unanimously agreed that the sign would remain in situ.

169/21 SHIMMINGS PATH

The Clerk reported that she had spoken with the Agent overseeing the works along the path and advised that a meeting with stakeholders would take place on 24th November 2021. The committee considered a quote received 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). It was agreed that the Clerk would discuss the quote at the stakeholders meeting to develop a recommendation on the way forwards for the committee's consideration. The Clerk advised that should the committee agree to contribute to the costs of the ongoing grounds maintenance along the path, they should request a written agreement is produced by the Leconfield Estate. The Clerk reported that the Agent had agreed to meet with the working party tasked with developing a recommendation regarding the new benches. Cllr Kemp asked Cllr Hewlett to develop a recommendation for a planting & horticulture scheme for the Shimmings Path, which could be considered by Full Council.

170/21 ROSEMARY GARDENS

Cllr Sproson reported that the bottle filling station had been delivered and would be installed on 9th November 2021. The Clerk reported that she had not received a condition survey for Rosemary Gardens wall from Cllr Kemp or from the Leconfield Estate. Under the proposal of Cllr Kemp, seconded by Cllr Hewlett, it was unanimously resolved to recommend the Council instruct HJS Landservices to remove the dead branch from a tree in Rosemary Gardens at a cost of £60 to the Finance & General Purposes committee.

171/21 A POOL FOR PETWORTH FEASIBILITY STUDY

The committee considered an email received from Petworth Vision requesting a contribution to the cost of a feasibility study for a swimming pool in Petworth. Following discussion, the Chairman asked the Clerk to request a meeting with representatives from Petworth Vision to discuss and understand the project and how it aligns with the town's Infrastructure Business Plan.

172/21 PLANTING & HORTICULTURE

Cllr Hewlett reported that the plants for all the planters had been delivered and would be planted up soon. She advised that the steel planters for behind the public conveniences and the side of the Leconfield Hall had been delivered and would be put into place in the coming weeks. Cllr Hewlett reported that the bulbs had arrived, been sorted and were ready for planting. She advised that the bulbs reclaimed from the spring planting troughs would be planted in Rosemary Gardens and 500 daffodil bulbs had been planted at Meadow View with further dates planned for the outlying areas and Petworth Primary School. Cllr Hewlett reported that she had received a quote for the summer 2022 plants which needed some adjustments and was likely to cost around £1,600. Under the proposal of Cllr Hewlett, seconded by Cllr Peet, it was unanimously resolved to recommend the Council purchase a Petworth In Bloom banner from Steeple Graphics at a cost of £45 to the Finance & General Purposes committee. Cllr Hewlett reported that she was reviewing the grounds maintenance schedule of works and advised that she would bring a recommendation for the 2022 schedule to the next Open

Spaces committee meeting. The committee unanimously agreed to plant one of the memorial trees removed from the Shimmings Path in Rosemary Gardens. Cllr Hewlett asked the Clerk to seek permission of West Sussex County Council to plant the other 2 trees that had been removed from the Shimmings Path by the bench in Grove Lane. She advised that a tree planting scheme to mark the Queen's Platinum Jubilee was being developed, with a recommendation to be presented to the Open Spaces committee in due course. Cllr Hewlett reported that Petworth In Bloom has an Instagram account which currently has 408 followers.

173/21 SPORTS & PHYSICAL ACTIVITY UPDATE

Cllr Peet reported that the new kitchen equipment for the pavilion at the Sports Ground had been delivered and he advised that a liquor license was in place. He advised that the license might need to be reviewed in the future, should the food & beverage at the venue be provided by a third party. Cllr Peet reported that the proposal to extend the pavilion had been submitted to the National Trust. He advised that the governance review was ongoing, with the likely outcome being that Petworth Park Sports is a Community Interest Company with Community Amateur Sports Club status.

174/21 THE OLD BAKERY PHONE BOX

Under the proposal of Cllr Peet, seconded by Cllr Copus, it was unanimously resolved to recommend the Council instruct Krokus Window Cleaning to clean the outside of the phone box 4 times a year at a cost of £10 per visit to the Finance & General Purposes committee. Cllr Peet reported that there was a gap in the unit which needed to be filled. The Clerk asked Cllr Peet to send her the details of what was required.

175/21 DEFIBRILLATORS

The committee considered the 3 quotes that had been received. Following discussion, it was agreed that the Council should ensure the defibrillators sited across the parish are the same model. The Chairman asked the Clerk to identify what defibrillators were sited at Hampers Green Community Centre and at the Leconfield Hall.

176/21 SKATEPARK

The Clerk reported that she had not received any further information from WSCC Cllr Janet Dunton regarding the WSCC owned field to the East of Petworth Primary School. It was agreed that the skatepark, including the potential location of the facility, should be discussed at the proposed meeting with Petworth Vision.

177/21 ACTION LIST

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

178/21 DATE OF NEXT MEETING

Wednesday 1st December 2021 at 7pm.

Meeting closed at 9.08pm.

Signed
Chairman

Dated.....