



# Petworth Town Council

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**AN EXTRAORDINARY MEETING OF PETWORTH TOWN COUNCIL TOOK PLACE  
ON TUESDAY 14<sup>TH</sup> DECEMBER 2021 AT PETWORTH TOWN COUNCIL, THE OLD  
BAKERY, GOLDEN SQUARE, PETWORTH, COMMENCING AT 6.45PM**

## MINUTES

### PRESENT

Cllr E. Singleton (Chairman) Cllr S Atkins  
Cllr A Copus (Vice Chairman) Cllr H Desai  
Cllr P Hewlett Cllr J Fynes  
Cllr S Frossard Cllr J Thorpe  
Cllr C Sproson Cllr J Law  
Also present was Laura Smith (Town Clerk).

### 176/21 CHAIRMAN'S ANNOUNCEMENTS

The Chairman requested mobile phones were turned off and pointed out the fire exit.

### 177/21 APOLOGIES FOR ABSENCE

Cllr J Scallon, Cllr C Kemp, Cllr D Burden, Cllr M Peet & Cllr N Fox

### 178/21 DECLARATIONS OF INTEREST

Councillors declared no disclosable pecuniary and non-pecuniary interests in any item of business on the agenda.

### 179/21 TO APPROVE UNBUDGETED PAYMENTS

Under the proposal of Cllr Copus, seconded by Cllr Hewlett, it was unanimously resolved that the following invoices be approved for payment:

Supplier / Payee	Net (£)	VAT (£)	Total (£)	Goods & Services
Tawny Nurseries	281.82	11.27	293.09	winter & spring planting
Steeple Graphics	45	9	54	Petworth in Bloom banner
Claire Penhallurick (BEAR)			8.29	Spray paint for tree decorations
Harsha Desai	6.66	1.33	7.99	Red tape for Xmas event lamppost signs
Harsha Desai	43.69		43.69	Xmas event leaflets
Austens	169.08	33.82	202.90	Various items for Xmas event & planting
Steeple Graphics	225.00	45.00	270.00	x4 traffic diversion signs for Xmas event
Sussex Water Mains Ltd	1232.89	246.58	1479.47	Installation of water fountain in Rosemary Gardens
Amazon	26.62	5.34	31.96	Face masks for Xmas event
Alistair Baldwin	40.00		40.00	Put up and take down Xmas event lamppost signs
Edward Cox	292.50		292.50	Remaining 50% of stage hire cost for Xmas event
Steeple Graphics	72.00	14.40	86.40	12 no bonfire signs for allotments

Under the proposal of Cllr Copus, seconded by Cllr Hewlett, it was unanimously resolved to approve the following upcoming costs:

<b>Supplier / Payee</b>	<b>Net (£)</b>	<b>VAT (£)</b>	<b>Total (£)</b>	<b>Goods &amp; Services</b>
Petworth Builders & Roofers	1685	337	2022	Repairs to the tower on the play area at Hampers Common
Nick Blunt Fencing	250	50	300	To supply & install safety rail at the North Eastern point of Hampers Common
Streetmaster Furniture	2,857.55	571.51	3429.06	The purchase of 3 seats to install along the Shimmings Path
Nick Blunt Fencing	400	80	480	To install the 3 new seats along the Shimmings Path

Meeting closed 6.56pm.

Signed ..... (Chairman) Date.....