



Petworth Town Council

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11th March 2022

To All Town Councillors

YOU ARE HEREBY SUMMONED TO A MEETING OF THE PETWORTH TOWN COUNCIL TO BE HELD ON THURSDAY 17TH MARCH 2022 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 Council Meeting held on 17th February 2022 (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 18th January 2022 (Appendix 2) & 15th February 2022 (Appendix 3). Cllr Copus to inform the council of any specific issues that arose at the Finance & General Purposes meeting on 15th March 2022 and to seek Council approval for any required unbudgeted expenditure.
- 9. HIGHWAYS, TRAFFIC AND PLANNING COMMITTEE**
To accept the minutes of the meeting of 9th February 2022 (Appendix 4). Cllr Atkins to inform the members of any specific applications or planning related information from the Planning meeting on 9th March 2022.
- 10. OPEN SPACES COMMITTEE**
To accept the minutes of the meeting of 2nd February 2022 (Appendix 5). Cllr Peet to inform the council of any specific issues that arose at the Open Spaces meeting on 2nd March 2022.
- 11. NEIGHBOURHOOD PLAN REVIEW**
To consider whether to review the Neighbourhood Plan and to review the terms of reference for the Neighbourhood Plan working group.
- 12. PETWORTH PARK SPORTS GROUND LEASE**
To review the draft 10-year lease of Petworth Park Sports Ground and to consider the Anderson Rowntree terms of engagement proposal.
- 13. FARMERS MARKET**
To consider a proposal to disband the working group given that the management & operation of the Market has been outsourced to a contractor. To agree which PTC representatives would undertake the 6-month review with the contractor.
- 14. ANNUAL TOWN MEETING**
To agree the format of the annual town meeting on 28th April 2022.
- 15. RECEIVE UPDATES FROM WORKING PARTIES AND OUTSIDE GROUPS**
 - a) **Petworth Business Association** - Cllr Desai
 - b) **Petworth Visitors** - Cllr Singleton
 - c) **New Premises** – Cllr Copus
 - d) **Community Hub** – Cllr Thorpe
 - e) **Planting & Horticulture** – Cllr Hewlett
 - f) **Leconfield Hall** – Cllr Peet
 - g) **Petworth Heritage Partnership** – Cllr Fox
 - h) **Traffic** – Cllr Scallon
 - i) **Petworth Park Sports** – Cllr Thorpe
- 16. NEXT FULL COUNCIL MEETING (Information Only)**
The next meeting of the Town Council is scheduled to be held on Thursday 14th April 2022.