



Petworth Town Council

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A MEETING OF THE OPEN SPACES COMMITTEE TOOK PLACE ON WEDNESDAY 6TH APRIL 2022 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 C. Kemp
Cllr P. Hewlett	Cllr S. Atkins
L Smith (Clerk)	

Also present was one member of the public.

50/22 CHAIRMAN'S ANNOUNCEMENTS

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

51/22 APOLOGIES FOR ABSENCE

Cllr J. Scallon.

52/22 DECLARATIONS OF INTEREST

No interests were declared.

53/22 MINUTES OF THE LAST MEETING

The minutes of the meeting held on 2nd March 2022 were agreed and signed as a true and accurate record. Proposed by Cllr Peet, seconded by Cllr Copus and unanimously approved.

54/22 MATTERS ARISING FROM THE MINUTES

There were no matters arising from the minutes.

55/22 PUBLIC PARTICIPATION SESSION

The meeting was suspended in order to receive a presentation from a resident of Byworth who asked the Council to consider adopting the BT Phone Box in the village. He advised that the phone box was a listed building, that it contained a working phone and that residents of the village were committed to maintaining the phone box for the long term. The resident reported that ownership of the land upon which the phone box was located required clarification. The Chairman thanked the resident for attending the meeting, the resident left and the meeting reconvened at 7.09pm.

56/22 HAMPERS COMMON

- i) Cllr Atkins reported that he had submitted a planning application for the proposed portable toilet to be sited in Petworth Cemetery. He advised that the planning authority had requested 2 additional documents which would be submitted over the coming days.
- ii) The Clerk presented the draft consultation letter regarding the proposed portable toilet which would be delivered to the residents of Hampers Green. Councillors suggested the Clerk

- include confirmation that the toilet would be serviced weekly and should include a 28-day response window. The Chairman asked the Clerk to update the letter and circulate it to Cllrs for consideration and feedback.
- iii) Cllr Copus advised that 25 copies of the consultation letter would be needed. Cllr Desai suggested copies of the letter could be left with the kebab van for interested parties to review.
 - iv) Cllr Peet suggested signs directing users of Hampers Common to the toilet could be sited on the play area, when the portable toilet was in situ.
 - v) The Clerk reported that the repairs to the play area tower were taking place. Cllr Copus agreed to review the progress of the works and report back to the Clerk.
 - vi) Cllr Peet thanked Cllr Copus for carrying out a litter pick on Hampers Common.
 - vii) The committee considered an email received from a resident of Hampers Green. The Chairman asked the Clerk to advise the resident that anti climb paint would be installed on the repaired tower at the play area in line with the manufacturer's guidelines. He also asked the Clerk to inform the resident that the Council's play area inspector reports the condition of the play area to the Clerk on a fortnightly basis.
 - viii) As feedback regarding the replacement of the dog bin had not been received from Cllr Lintill, it was agreed to consider the repairs / replacement of the dog bin at a later date.

57/22 BYWORTH BT PHONE BOX

Following consideration of the member of the public's presentation earlier in the meeting and having identified that the phone box is sited on the resident's land, the Chairman asked the Clerk to establish if there was a legal agreement between BT and the landowner in place.

58/22 ALLOTMENTS

- i) The Clerk reported that following receipt of a complaint from a resident of Downview Road regarding rats at Tillington Road allotments, she had instructed G.S Pest Control to inspect the site and provide recommendations including a quote.
- ii) The committee considered a request from an allotment holder to plant a pomegranate tree at an allotment at Station Road. The Chairman asked the Clerk to advise the allotment holder that they should plant the tree in a pot, rather than directly in the ground.
- iii) The Clerk advised that a request had been received from an allotment holder at Angel Street to use a shed located on their plot which had historically been used by the tenants of a neighbouring plot. The Chairman asked the Clerk to speak with the allotment holders to explore whether shared use of the shed could be achieved.

59/22 SHIMMINGS PATH

- i) The Clerk reported that Traditional Stone had installed the new seat surround and that Nick Blunt Fencing had installed the 3 new seats.
- ii) The Clerk reported that the Leconfield Estate had not yet sent a written agreement to include a schedule of works regarding the maintenance of the grass along the Path. She advised that Mr S Knight of the Leconfield Estate had informed her that the Estate would maintain the path until such time that a written agreement with the Council had been signed.
- iii) Cllr Copus confirmed that a working party would install the plaque a resident had purchased, following her donation for the seat nearest to Barton's Lane, along the Path.

60/22 ROSEMARY GARDENS

The Clerk reported that a Queen's Green Canopy plaque had been ordered. Cllr Hewlett advised that should the plaque arrive prior to The Queen's birthday on 21st April, a ceremony to unveil the new tree and plaque would take place on that date.

61/22 PLANTING & HORTICULTURE

Cllr Hewlett submitted the below written report:

"Trees

3 x Crab Apple trees have been planted in Rosemary Gardens, rescued originally from the Shimmings

valley before work began.

1 x Japanese white flowering cherry has also been planted, under 'a tree for the jubilee scheme'. The trees are currently in flower and a plaque will be added shortly.

Has anyone got any objection to planting whips along the top of Fred's bank, such as hawthorn, holly, viburnum opulus and spindle berry, for the Queen's green canopy scheme. They will be tiny to start with but will be established by the time the existing trees, which are becoming elderly, finally need to be removed.

Mulch

3 x Loads of mulch have been delivered free of charge by John Riddell. All areas, Rosemary Gardens, Sheepdown Drive beds and the Tillington Road flowerbeds have been tidied, pruned, weeded and mulched. Mulch is a weed suppressant and helps the soil maintain moisture.

This will be the last year that John will donate mulch as he is giving up the farm and moving to central Petworth.

War Memorial

The remaining war memorial barrel planters have been removed and the site tidied. The algae has been treated. New planters, ordered a year ago, are due to be delivered this week and will be planted up in the coming weeks. NB. There is damage to the stonework around the memorial... broken stone capping etc ... who deals with this?

Preparation has begun for the Petworth in Bloom regional and national finals.

The Petworth in Bloom committee attended an In Bloom seminar at Wisley last week. Regional judging will take place on 12th July at 2pm. We have yet to be given a date for the national judging, which will be in the last week of July or early August.

Meetings / letters to stakeholders

Maggie and I had a meeting with Savills. They have donated £300 and a work force, for planting and maintenance.

We have pledged help from the Youth Centre, the Scouts, Seaford College, the Cricket and Football Club.

We have had two meetings with Martyn Burkinshaw, about using the house, pleasure gardens and park and planning our judging route, also about the 6 week quarantining of plants for the Sport's Ground.

We have had meetings with Alex Rees about creating some planted areas at the Sports Ground and replacing their planters, which they will pay for.

Thanks to Laura's letter to Petworth Stakeholders, after our walk round... and on behalf of Petworth in Bloom, asking for support in this prestigious year, we have had positive responses from the following so far:

The Gas board are going to clear up their area and broken fencing on Station Road.

The telephone exchange are going to tidy their grounds.

CDC are going to paint the lamp posts and repair potholes and broken paving slabs (work has already started on this)

Simon Knight has said the Estate will paint and repair the Armoury and are asking what else they can do to help as has Fred Lucas. They are sending out a letter to all their tenants asking them to join in.

Finally....work for this year has already begun, in fact it goes on every single day of the year and we are seeing the fruits of our labour.... Rosemary Gardens are looking lovely and the daffodils everywhere this year are beginning to look outstanding!

And In Bloom are holding a Town Tidy Up day this Saturday, from 9am. Bags available from the doorstep here. The In Bloom volunteers and the PBA has been asked to help.”

Cllr Hewlett asked the Clerk to write to Mr J Riddell to thank him for providing the Council with mulch over the years and to report the damage to the wall surrounding the War Memorial to Chichester District Council. She advised that the Petworth Secret Garden event would take place on Sunday 19th June 2022.

62/22 SPORTS & PHYSICAL ACTIVITY UPDATE

- i) Cllr Copus provided an update on the refurbishment works taking place on the pavilion at the Sports Ground.
- ii) Cllr Copus reported that the electrics at the pavilion were more detailed and therefore more costly than originally anticipated. He advised that due to the release of a grant awarded by the England Cricket Board towards the cost of the refurbishment not taking place until the works had completed, Petworth Park Sports anticipate a short-term cash flow issue which could be eradicated should the Council assist with the cost of the electrical works. Cllr Copus reported that he had asked the Chairman of Petworth Park Sports to submit a written request for the Council to pay for the electrical works to the Clerk for consideration.

63/22 FARMERS MARKET

- i) Cllr Desai reported that she, Cllr Peet & Cllr Singleton had held a 6-month contract review meeting with the Council’s Farmers Market Contractor, Food Rocks South.
- ii) Cllr Desai advised that the Contractor would work towards reinstating the indoor market in the Leconfield Hall, that Cllr Peet was assisting the Contractor by explaining the set up and break down operations conducted by the Council when it operated the Farmers Market and she reported that new stall holders were being recruited for the Farmers Market.
- iii) The Clerk advised that she had organised the repair of the broken barrier, enquired as to what enforcement should take place on vehicles parked in suspended parking bays and that she had delivered a letter to a resident of Lombard Street requesting that they do not park in the Market Square whilst the monthly Farmers Markets are taking place.

64/22 ACTION LIST

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

65/22 DATE OF NEXT MEETING

Wednesday 4th May 2022 at 7pm.

Meeting closed at 8.48pm.

Signed
Chairman

Dated.....