



# Petworth Town Council

The Old Bakery, Golden Square,  
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Tel: 01798 344883

1<sup>st</sup> June 2022

To Open Spaces Committee Members and all other Councillors

**YOU ARE HEREBY SUMMONED TO A MEETING OF PETWORTH TOWN COUNCIL'S OPEN SPACES COMMITTEE TO BE HELD ON TUESDAY 7<sup>TH</sup> JUNE 2022 AT PETWORTH TOWN COUNCIL, THE OLD BAKERY, GOLDEN SQUARE, PETWORTH COMMENCING AT 7pm.**

*Laura Smith*

**CLERK & RFO**

## AGENDA

1. **ELECTION OF CHAIRMAN**  
To elect the Chairman of the Open Spaces committee.
2. **ELECTION OF VICE CHAIRMAN**  
To elect the Vice Chairman of the Open Spaces committee.
3. **CHAIRMAN'S ANNOUNCEMENTS**  
Reminder about mobile phones.
4. **APOLOGIES FOR ABSENCE**
5. **DISCLOSURE OF INTERESTS**  
Councillors are reminded of their responsibility to declare any disclosable pecuniary and non-pecuniary 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.
6. **MINUTES OF LAST MEETING**  
To approve and sign minutes of the meeting held on Thursday 12<sup>th</sup> May 2022 (appendix 1).

7. **MATTERS ARISING FROM THE MINUTES**  
To consider any matters arising from the Minutes not on the agenda.
8. **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 the nature of your question should be submitted to the Clerk no less than 48 hours prior to the meeting.**
  - (b) Items on the agenda.  
Meeting re-convened
9. **CLERK'S REPORT** – to note the content of the Clerk's report (appendix 2).
10. **HAMPERS COMMON** – to review progress regarding the potential to provide a public convenience at Hampers Green Community Centre.
11. **ALLOTMENTS** – to consider whether to allow the Leconfield Estate to provide parking for their tenants using some of the allotment land at the Angel Street site. To consider whether to accept the Leconfield Estate's offer of providing allotments for residents at their North Street allotment site.
12. **DRAFT HEADS OF TERMS WITH THE LECONFIELD ESTATE** – to review the draft heads of terms received from the Leconfield Estate with regards to a proposed new lease (appendix 3).
13. **PLANTING & HORTICULTURE** – to receive an update on the preparation for In Bloom 2022.
14. **SPORTS & PHYSICAL ACTIVITY** – to consider whether to review the license in place with Petworth Park Sports.
15. **REQUEST FOR A MEMORIAL PLAQUE** – to consider a request to install a memorial plaque on a seat in Rosemary Gardens (appendix 4).
16. **REVIEW ACTION LIST**
17. **DATE OF NEXT MEETING** – 1<sup>st</sup> June 2022

**\*\*End of Agenda\*\***