



# Petworth Town Council

The Old Bakery, Golden Square,  
Petworth,  
West Sussex, GU28 0AP  
T: 01798 344883

E: clerk@petworth-tc.gov.uk

---

**A MEETING OF THE OPEN SPACES COMMITTEE TOOK PLACE ON WEDNESDAY 12<sup>TH</sup> MAY 2022 AT PETWORTH TOWN COUNCIL, THE OLD BAKERY, GOLDEN SQUARE, PETWORTH COMMENCING AT 7PM**

## MINUTES

**Present:**

<b>Cllr M. Peet</b>	<b>Cllr A. Copus</b>
<b>Cllr H. Desai</b>	<b>Cllr C. Kemp</b>
<b>Cllr P. Hewlett</b>	<b>Cllr S. Atkins</b>
<b>Cllr J. Scallon</b>	<b>L Smith (Clerk)</b>

### **66/22 CHAIRMAN'S ANNOUNCEMENTS**

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

### **67/22 APOLOGIES FOR ABSENCE**

There were none.

### **68/22 DECLARATIONS OF INTEREST**

There were none offered.

### **69/22 MINUTES OF THE LAST MEETING**

The minutes of the meeting held on 6<sup>th</sup> April 2022 were agreed and signed as a true and accurate record. Proposed by Cllr Peet, seconded by Cllr Kemp and unanimously approved.

### **70/22 MATTERS ARISING FROM THE MINUTES**

There were no matters arising from the minutes.

### **71/22 PUBLIC PARTICIPATION SESSION**

There were no members of the public present.

### **72/22 HAMPERS COMMON**

- i) Cllr Copus reported that the tower on the play area had been painted. He asked the Clerk to establish what anti climb paint had been used to establish when the tower should be repainted. Cllr Peet suggested the Council's handyman could oil the remainder of the play area, when he / she had been recruited.
- ii) Cllr Atkins reported that the planning authority had advised the application to site a portable toilet in Petworth Cemetery would likely be refused as the development is not considered to comply with policies designed to support sustainable and high-quality design and preserve tranquillity in the South Downs National Park. He advised that the planning authority had informed the council that a small permanent toilet facility of quality design on Hampers Green would be an alternative scheme, capable of support. Cllr Peet suggested that it was unlikely the Leconfield Estate would grant permission to site a permanent toilet facility on Hampers Common and it was agreed to explore whether a toilet facility could be provided at Hampers

Green Community Centre. Under the proposal of Cllr Peet, seconded by Cllr Copus, it was unanimously resolved that Cllr Atkins would withdraw the planning application for the portable toilet proposed to be sited in Petworth Cemetery.

- iii) The Clerk reported that feedback regarding the replacement of the dog bin had not been received from Cllr Lintill. Cllr Copus offered to review the bin to identify whether repairs were required urgently.

#### **73/22 STREET LIGHTS**

Following consideration of the switch regime for the street lights, the Chairman asked the Clerk to explore whether all the street lights could be set to the dusk to dawn regime.

#### **74/22 ALLOTMENTS**

- i) The committee considered a quote received from GS Pest Control to address the rats issue at Tillington Road allotments. Cllr Peet asked the Clerk to write to all allotment holders reminding them to ensure lids are placed on their compost bins at all times and to speak to the allotment holder behind Downview Road specifically, to request their support in this matter.
- ii) The committee considered an email received from a plot holder at Tillington Road allotments regarding damaged caused by moles. Given that mole treatment had recently taken place at the site, it was agreed that no further treatment funded by Petworth Town Council would take place at this time. Cllr Peet asked the Clerk to inform the allotment holder that she could instruct a Pest Controller to carry out works at the site at her expense and to advise that there are some plants which it is suggested could detract moles from the area, which she could consider planting.
- iii) The Clerk advised that she had spoken with the allotment holders at Angel Street to request they share the shed and was awaiting an outcome of their discussion.

#### **75/22 CHURCH CLOCK**

Following consideration of the report received from The Cumbria Clock Company, the Chairman asked the Clerk to request they replace the driving weight, restart the clock and leave the auto regulator removed from which point the committee would monitor the clock.

#### **76/22 ROSEMARY GARDENS**

The Clerk reported that a Queen's Green Canopy plaque had been delivered. Cllrs Peet & Copus to ensure the plaque is ready for installation on or before Thursday 2<sup>nd</sup> June 2022. Cllr Hewlett advised that the Council's grounds maintenance contractor was not picking up the grass cuttings in Rosemary Gardens and she asked the Clerk to speak with him regarding this. Cllr Hewlett requested that the Council's handyman maintain the benches in Rosemary Gardens when he / she has been recruited.

#### **77/22 PLANTING & HORTICULTURE**

Cllr Hewlett submitted the below written report:

"The spring flowers are over and we are starting to clear the troughs in readiness for the summer planting. The plants will arrive next week and the hanging baskets the week of the 23<sup>rd</sup> May. I suggest the bunting and baskets are put up on the 29<sup>th</sup> May and the bunting taken down shortly after the Jubilee weekend. It needs to come down well before judging day to allow the hanging baskets to flourish.

The new troughs at the War Memorial are in place and have been planted with lavender and pittosporum as permanent planting. Cherry red Canna lillies and summer bedding will be popped in as and where there are spaces. The concrete planters will remain and be planted with summer bedding. Last year's Canna lillies have overwintered in my greenhouse and will be planted in pots around the town.

In co-ordination with Petworth Park Sports I have laid out and designed a planting scheme for the front of the pavilion, which will be a more formal reflection of the gateway planting on the Tillington Road. As it is National Trust land we must follow their rules hence the plants supplied must be grown in peat free compost and go in to a fenced off area to quarantine for 6 weeks prior to planting.

Currently I am struggling to achieve the supply of all the plants, but as of this morning I have sourced some that meet the National Trust criteria.

In the mean time we are getting on with additional planting. Eleven large cornus were planted at the bottom of Pound Street car park last week by employees of Savills, to create a wildlife bank with red stemmed cornus as focal points. These will be underplanted with bulbs for spring flowering and will be maintained by Savills.

Due to the drought we have delayed the planting of tree whips on Fred's Bank until the autumn.

We are supporting the Community Garden's opening of Secret Gardens on the 19<sup>th</sup> June and will be holding a plant stall and floral bric-a-brac stall in Rosemary Gardens as a fundraising event for the Community Garden and Britain in Bloom.

We have designed permanent signage for the flower beds and green corridors, and window stickers for supporting businesses and residents. This will save on our plastic usage and will be smarter and cheaper on materials in the long run.

The Royal Horticultural Society have sent us a large banner which has been placed on the railings outside the Old Bank, with last year's banner now in Rosemary Gardens.

A number of plastic pots have been damaged by vandalism and we need to replace them. A number of large planters that I own can be used but we may need to purchase some more. These will be positioned around the town and planted with canna lillies and summer bedding.

We continue to struggle with vandalism. I recently caught some young people climbing over the back fence of Rosemary Gardens. The hose connection has been broken and the padlock for the tap vandalised. Plants and flowers are going missing, litter is thrown on the flower beds on a continuous basis and window boxes damaged.

The judging criteria for Petworth in Bloom has arrived. We are deciding upon the tour and organising the presentation. Regional judging will take place on the 12<sup>th</sup> July with national judging on the 27<sup>th</sup> July. The criteria themed Local Identity and Pride of Place is relevant to the Open Spaces committee. In order to achieve high marks, cleanliness, absence of litter, graffiti, vandalism, temporary signage, dog fouling are all important factors. Street furniture including seats and litter bins should also be in an excellent condition."

Under the proposal of Cllr Hewlett, seconded by Cllr Peet, it was unanimously resolved to recommend the purchase of the following items to the Finance & General Purposes committee:

- Aluminium Signs - £360
- Compost - £200
- Hi Viz jackets - £40
- Gravel - £100
- Plants - £1,400
- Planter for the light standard at the top of North Street - £35

## **78/22 SPORTS & PHYSICAL ACTIVITY UPDATE**

- i) Cllr Copus provided an update on the refurbishment works taking place on the pavilion at the Sports Ground advising that £28,500 of the £41,000 budget for the project had been spent.
- ii) Cllr Peet advised that the new membership rules of Petworth Park Sports had been agreed.
- iii) Cllr Copus reported that WSALC had released an hour of their retainer with Ian Davison of Surrey Hills Solicitors to assist with the council's queries regarding any consequences of the Council having influenced company status of Petworth Park Sports.

- iv) Cllr Peet reported that Mr A Rees was re-energising the master plan of the sports ground and he asked the Clerk to circulate the feedback received through the last sports & physical activity survey to the sports & physical activity working group.

**79/22 FARMERS MARKET**

- i) Cllr Peet reported that Food Rocks South would be resurrecting the indoor market and café. He asked Cllr Scallon to send contact details for previous users of the indoor market to Food Rocks.
- ii) Cllr Peet advised that he had shown Taz, the Market Manager, the logistics of the market.
- iii) The Clerk to request Food Rocks provide Taz with a high viz to be worn at the monthly market.
- iv) Cllr Desai reported that she had suggested Food Rocks organise a Ukranian themed stall which would be of interest to Ukrainians who have relocated to the area.

**80/22 ACTION LIST**

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

**81/22 DATE OF NEXT MEETING**

Wednesday 1<sup>st</sup> June 2022 at 7pm.

Meeting closed at 8.55pm.

Signed .....  
Chairman

Dated.....