



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 TUESDAY 7TH JUNE 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
Cllr J. Thorpe	L Smith (Clerk)

82/22 ELECTION OF CHAIRMAN

Upon the proposal of Cllr Copus, seconded by Cllr Thorpe, Cllr M Peet was elected Chairman of the Open Spaces committee.

83/22 ELECTION OF VICE CHAIRMAN

Upon the proposal of Cllr Desai, seconded by Cllr Peet, Cllr Hewlett was elected Vice Chairman of the Open Spaces committee.

84/22 CHAIRMAN'S ANNOUNCEMENTS

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

85/22 APOLOGIES FOR ABSENCE

Cllr J Scallon.

86/22 DECLARATIONS OF INTEREST

There were none offered.

87/22 MINUTES OF THE LAST MEETING

The minutes of the meeting held on 12th May 2022 were agreed and signed as a true and accurate record. Proposed by Cllr Desai, seconded by Cllr Copus and unanimously approved.

88/22 MATTERS ARISING FROM THE MINUTES

There were no matters arising from the minutes.

89/22 PUBLIC PARTICIPATION SESSION

There were no members of the public present.

90/22 CLERK'S REPORT

The committee noted the content of the Clerk's report (attached as appendix 1).

91/22 HAMPERS COMMON

Cllr Peet asked the Clerk to write to the Trustees of Hampers Green Community Centre to request a discussion regarding the possibility of providing a toilet for public use at the Community Centre.

92/22 ALLOTMENTS

- i) The committee considered a request received from the Leconfield Estate to reduce the size of 4 plots at Angel Street allotments in order for the Estate to provide parking spaces for their tenants.
- ii) Under the proposal of Cllr Peet, seconded by Cllr Atkins, it was unanimously resolved that the committee did not support the Estate's proposal for the reasons below:
 - a. The allotments are at full capacity and provide valuable outdoor space for residents to enjoy, benefiting their health and well-being.
 - b. The 4 plots are well kept by the plot holders all of whom have been in situ at the site for a long period of time.
 - c. There is land to the east of the allotments site that the Estate could consider to provide the parking spaces.
- iii) The committee considered a request received from the Leconfield Estate to take on their allotments off North Street.
- iv) Under the proposal of Cllr Desai, seconded by Cllr Peet, it was unanimously resolved that the committee would not take on the Estate's allotments off North Street for the reasons below:
 - a. The allotments do not have running water.
 - b. There is limited space to park at the site.
 - c. The steep gradient of the site would make it difficult to maintain the plots.

93/22 DRAFT HEADS OF TERMS WITH THE LECONFIELD ESTATE

- i) The committee considered the draft heads of terms received from the Leconfield Estate covering Hampers Common, the Shimmings Path, the salt bin on Sheepdown Drive and the manorial waste in Golden Square.
- ii) Under the proposal of Cllr Atkins, seconded by Cllr Peet, it was unanimously resolved to request clause 3.7 be amended to "Shimmings Path: Neither party to the lease is responsible for the maintenance of the surface of the path itself, which remains the responsibility of the West Sussex County Council. The Tenant's responsibility will be limited to the mowing and strimming required to keep re-growth under control"
- iii) Cllr Atkins asked the Clerk to request copies of the various existing agreements referred to in clause 3.7.
- iv) Cllr Atkins advised that clause 3.9 should read "Tenant to keep public indemnity insurance of £10,000,000 as a minimum whilst commercially available".

94/22 PLANTING & HORTICULTURE

Cllr Hewlett submitted the below written report:

"Following the Jubilee events and crowds of this weekend, I am very pleased to report that beyond some trampling of shrubs at the top end of Rosemary Gardens, I couldn't detect any further damage to the planting or planters.

Chris and Laura Woodham did an amazing job picking up litter in Rosemary Gardens, to the extent that there was not a single piece when I arrived at 1pm.

Preparations are going ahead full speed for the In Bloom judging days. A reminder that they are the 12th July and 27th July and posters will be going up to advertise this event. Nicola Jones has very kindly lent us the upstairs of the East Street Bar and Grill for the 5 days we need for our presentation, the National Trust are laying on a couple of buggies to take us across the park and The Petworth Community Bus has been booked for both occasions. I will give you further details of the judging route once they have been confirmed later this week. We are walking the route with our mentor judge on Thursday to make sure we are making the best of our presentation and tour.

We are in the process of placing out further tubs of canna lilies which I have grown on in my greenhouse and placing further planters at the war memorial, in the play park, Savills and Pound Street, in the hope that they

won't be vandalised. Andy Goddard has been notified about the benches which need re-oiling and I am hoping he will be able to sort out the tree plaque, which is already beginning to rust!

The water bowser has a new charger and is now working. Alex (Harsha's husband) is watering all areas, at 5am and I must say, the town thinks our planting is gorgeous!

And our new signs have arrived..... Please do not cut for the green corridors
Maintained by Petworth in Bloom for the flower beds
Green corridor for places like Fred's bank, car park bank etc
.... And window stickers, for your cars, shop windows etc

Steve Casebow is supplying stakes and will fit them on the signs for us. They will go up in the next couple of weeks.

We are having students from Seaford College on the 30th June. I don't know how many yet and have yet to sort out what they will do, but I am sure I will need help supervising the groups, if anyone is available to lend a hand?

Finally, town clean up days are as follows and we need all the help we can get!
Dates for your diaries!

Saturday 18th June - for Secret Gardens' day
Sunday 10th July - just before judging.
Monday 11th July - last preparation before judging
Tuesday 12th July - last minute clear up before judging at 2pm

Sunday 24th July - just before judging
Tuesday 26th July - last preparation before judging
Wednesday 27th July - dawn clear up prior to judging at 10am!"

95/22 SPORTS & PHYSICAL ACTIVITY UPDATE

- i) Cllr Peet asked the Clerk to circulate the license in place with Petworth Park Sports to the committee.
- ii) Cllr Copus advised that he had not received a response from Mr Ian Davidson at Surrey Hills Solicitors and asked the Clerk to contact him.
- iii) Cllr Thorpe reported that the refurbishment of the pavilion at Petworth Park Sports Ground was complete and advised that they had had a very successful first weekend of trading in the club room.
- iv) Cllr Thorpe advised that the Petworth Park Sports management committee roles required review in order to ensure successful operation of the improved facilities at the sports ground.
- v) Under the proposal of Cllr Thorpe, seconded by Cllr Peet, it was unanimously resolved to write to the Chairman of Petworth Park Sports requesting an urgent review of the Petworth Park Sports management committee.
- vi) The committee considered an email received from Mr A Rees regarding the purchase of equipment to increase recreational use of the sports ground, by the community. Under the proposal of Cllr Atkins, seconded by Cllr Copus, it was unanimously resolved to request Petworth Park Sports submit a formal request for the funding which would enable Petworth Park Sports to purchase, manage and maintain the equipment.

96/22 REQUEST FOR A MEMORIAL PLAQUE

- i) The committee considered a request from a resident to install a memorial plaque on a seat in Rosemary Gardens.
- ii) Under the proposal of Cllr Peet, seconded by Cllr Atkins, it was unanimously resolved to allow the resident to install a plaque on a seat in Rosemary Gardens subject to a contribution of £250 to assist with the cost of maintaining the seat in the future.

- iii) The Chairman asked the Clerk to ensure consistency in design of plaques to be installed on seats across the town and to advise those that enquire, that seats may have more than one plaque on them in the future.

97/22 ACTION LIST

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

98/22 DATE OF NEXT MEETING

Tuesday 12th July 2022 at 7pm.

Meeting closed at 8.48pm.

Signed
Chairman

Dated.....

Appendix 1

Report 01/2022

Agenda Item No: 9
Committee: Open Spaces
Date: 7th June 2022
Title: Clerk's Update
By: Laura Smith, Town Clerk
Purpose of Report: To provide an update on various matters relevant to the Open Spaces committee

Recommendations

You are recommended:

1. To take note of the information within this report.
-

1. Hampers Common

- 1.1 Cllr Copus has reviewed the dog bin which had been reported by CDC as damaged and advised that the lid is rusty which likely allows water in however it works fine so there is no need to repair or replace it.
- 1.2 I've included the oiling of the woodwork on the play area on the jobs list for the handyman.

2. Street Lights (see attached email)

- 2.1 I've liaised with Tony McCarthy (Street Lighting PFI Officer at WSCC) regarding the potential to change the street lighting switch regimes.
- 2.2 Tony confirmed that the 3 lights in Rosemary Gardens, 1 light in Sheepdown Lane and 1 light in the Roman Catholic Church Lane could be changed from all night to part night.
- 2.3 Tony advised that the above service could be provided by Enerveo. I have requested and await a quote for the works.
- 2.4 Once the switch regime has taken place, WSCC will provide an updated inventory list which we pass on to SSE who will adjust our bills accordingly going forward.
- 2.5 Tony suggested the Council consider converting the 3 lights in Rosemary Gardens to an LED light source. I have requested and await a quote for the works.

3. Allotments

- 3.1 I await the outcome of any conversation between 2 plot holders at Angel Street regarding shared use of a shed there.

3.2 I met with Fred Lucas regarding using Angel St allotments for Estate tenants' parking & to discuss PTC taking on their allotment site off North Lane. This is included on the main agenda as a resolution may be required should the committee decide to explore either of these matters.

3.3 The Tillington Road plot holder who requested more mole treatment at the site has been advised the committee resolved not to fund this and was directed to the advice about plants that may help.

4. Church Clock

4.1 I requested the contractors replace the weight as resolved at the last committee meeting. This has not yet been carried out.

4.2 Nick Wheeler of St Mary's Church emailed me advising that he had heard about the cost of the potential works required to fix the clock. He may have an idea regarding funding the repairs which he is following up before reporting back to me.

5. Sports & Physical Activity

5.1 The lease of the sports ground & the statutory declaration have been signed & returned to the National Trust.

5.2 We are awaiting advice from Ian Davidson of Surrey Hills Solicitors before finalising the latest draft of PPS governance documents with Muckle LLP.

5.3 The pavilion is now open following the refurb and took over £2,000 in the first weekend of trading.

6. Handyman

6.1 Andrew Goddard has agreed to undertake handyman jobs for PTC at a rate of £25 per hour.

6.2 Councillors should send details of works required to me initially please so I can instruct Andrew to carry out the jobs in priority order.

7. Trump Alley

7.1 I have spoken to Hugo Sturt as suggested at the last meeting and sent him the spec for the works. I await his quote.

8. Rosemary Gardens

8.1 The Queen's Canopy Plaque is in situ, ready for the beacon lighting event on 2nd June.

8.2 As requested at the last meeting I asked Henry to remove the cuttings from Rosemary Gardens after the grass has been mowed. Henry advised that they have only ever used mulching mowers and removing the grass cuttings would require the purchase of a different mower hence would not be possible in the short term.

End of Report