



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 7TH SEPTEMBER 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 E. Boyes
Cllr S. Atkins	Cllr J. Thorpe
Cllr C. Kemp	L Smith (Clerk)

127/22 CHAIRMAN'S ANNOUNCEMENTS

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

128/22 APOLOGIES FOR ABSENCE

Cllrs P Hewlett & J Scallon.

129/22 DECLARATIONS OF INTEREST

There were none offered.

130/22 MINUTES OF THE LAST MEETING

The minutes of the meeting held on 3rd August 2022 were agreed and signed as a true and accurate record. Proposed by Cllr Peet, seconded by Cllr Copus and unanimously approved.

131/22 MATTERS ARISING FROM THE MINUTES

There were no matters arising from the minutes.

132/22 PUBLIC PARTICIPATION SESSION

There were no members of the public present.

133/22 CLERK'S REPORT

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

- i) Report item 3 (allotments) – Cllrs to inspect allotments on Wednesday 21st September. Meet at 6pm at the PTC office. The Clerk asked that Cllrs take photos of plots requiring action/attention.

134/22 HAMPERS COMMON HARDSTANDING

- i) The committee considered quotes to install trackway on Hampers Common.
- ii) The committee felt that the cost of installing trackway for one off events, was prohibitive.
- iii) Their view was that should the Petworth & District Community Association wish to lay trackway for their bonfire event, they could apply for a grant from the Council to help with the costs.

- iv) The Clerk advised that she had asked the resident who had made this request to source quotes for the installation of the “hidden” material he has requested the council to consider, which had not yet been received.
- v) The Chairman asked the Clerk to forward any quotes received from the resident to the committee for consideration at the next meeting.

135/22 HAMPERS GREEN TOILET

- i) The committee considered a letter received from Hampers Green Community Centre in which they advised they would not support the siting of a public convenience within their grounds.
- ii) Cllr Copus suggested the committee could explore the siting of a public convenience at the industrial estate.
- iii) The Chairman asked Cllr Copus to confirm the proposed location of the toilet with the Clerk.
- iv) The Chairman asked the Clerk to request permission for the installation of the public convenience in the proposed location from the landowner (The Leconfield Estate).

136/22 SPORTS & PHYSICAL ACTIVITY

- i) The Clerk reported that £20,000 of CIL funding had been allocated to the Council for sports & recreation equipment at Petworth Park Sports Ground.
- ii) Cllr Thorpe reported that Petworth Park Sports were developing a master plan for the site.
- iii) It was agreed that the CIL funding could be used to deliver objectives within the master plan.
- iv) Cllr Thorpe to advise the committee of the detail of the master plan in due course.

137/22 SKATEPARK

- i) The Clerk reported that she had written to The Leconfield Estate to request the purchase / lease of Estate land to site a skatepark. She advised that a response had not been received.
- ii) The Chairman asked the Clerk to request the support of Mr Andrew Griffith MP in an effort to get a date for a meeting from the Estate.
- iii) The committee discussed the potential use of land at the BT Exchange. Cllr Atkins to send the Clerk the land registry title for the site. The Chairman asked the Clerk to circulate a draft letter to the landowners to the committee for consideration.

138/22 ACTION LIST

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

139/22 DATE OF NEXT MEETING

Wednesday 5th October 2022 at 7pm.

Meeting closed at 8.17pm.

Signed
Chairman

Dated.....



Petworth Town Council

Report 04/2022

Agenda Item No: 7

Committee: Open Spaces

Date: 7th September 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 The Community Centre Chairman has sent the committee a letter in response to the request to discuss whether a public convenience could be sited there. This has been included as an agenda item for the committee meeting.
- 1.2 I have chased Petworth Builders for the quote to repair the inside of the tower roof, on the play area and to advise on what works are required to make it less likely to be vandalised.
- 1.3 I've received an enquiry from Peter Shayler regarding hiring the Common during October half term. At the time of writing, I haven't received a booking form or payment.
- 1.4 A volunteer involved in the annual bonfire has asked the committee to revisit whether hardstanding could be installed at the Common. This has been included as an agenda item for the committee meeting.

2. Street Lights

- 2.1 Following the resolution at August Full Council, to proceed with the works to change the street lights in Sheepdown Lane and in the Roman Catholic Church Lane from all night to part night and also to convert the 3 lights in Rosemary Gardens to an LED light source, I have placed the order with Enerveo.

2.2 Our contact at Enerveo has advised the lanterns may take 8-10 weeks to arrive with them, following which they will be installed.

3. Allotments

3.1 We have had a complaint from a resident of Downview Road regarding weeds coming from the allotment. I have followed up with the allotment holder who has committed to maintaining his plot better.

3.2 More residents have joined the waiting list hence we remain in a good position to transfer tenancies to others should any plot holders give their notice.

3.3 At the last meeting I was asked to write to allotment holders to advise them of an imminent hosepipe ban. Having checked following the meeting, the ban didn't cover Petworth hence I did not write to the allotment holders asking them not to use hoses at any of the 4 sites.

4. Church Clock

4.1 I have chased the works on the clock and been advised by The Cumbria Clock Company that they will confirm a start date following their planning meeting on 5th September.

5. Sports & Physical Activity

5.1 I've again chased Claire Foster at Glanvilles Anderson Rowntree for the quote for a license to occupy, which PTC could utilise for the delivery of sport & physical activity at Petworth Park Sports Ground, now the new 10 year lease between the National Trust & PTC is in place. I've included this as an agenda item for the committee meeting in the hope that the quote is received before it takes place.

5.2 £20,000 of CIL funding has been awarded to the Council, to pay for sports & recreation equipment at Petworth Park Sports Ground. I've included this as an agenda item for the committee meeting so Cllrs can consider how this funding is spent.

6. Handyman

6.1 Andrew Goddard has been asked to fit another lock on the PTC noticeboard as it has been tampered with recently, causing injury to a passer-by.

6.2 The pressure washing of the manorial waste area & the equipment stored there will take place imminently; it has been delayed due to works taking place in an adjacent building as they are storing equipment in the manorial waste area.

7. Trumps Alley

7.1 I've chased Petworth Builders for their quote for the workse.

7.2 I will complete the S106 application form, to rubber stamp the diversion of SDNPA funds initially awarded for the touch screen in the phone box to the Trumps Alley project, once I have received the quote from Petworth Builders.

8. Rosemary Gardens

8.1 I've not yet had confirmation that MIW Water Cooler Experts have completed the free service of the bottle filler.

8.2 They have also been advised of the Council's resolution to sign up to their 2 year maintenance schedule, with servicing to take place every 6 months.

8.3 I've chased John Harper for his quote on the wall between Rosemary Gardens and the footpath.

9. Skatepark

9.1 As was resolved at the August committee meeting, I wrote to Mr S Knight of the Leconfield Estate to request a meeting regarding the proposed purchase or lease of Estate land to site a skatepark. At the time of writing, I have not had a response to the letter. I have included the skatepark as an agenda item for the meeting so the committee can consider any next steps.

10. Watering

10.1 I will include watering on the agenda for the October Open Spaces Committee meeting as a review of the watering schedule is required for 2023; the Council is currently paying for the watering of plants on residential and business premises, which should be considered by the committee ahead of next year.

11. Grounds Maintenance

11.1 PTC's Contractor has been instructed to trim Fred's Bank so the area is clear for planting / bulbs to appear in the spring, to trim the bank at the bottom of Pound St car park so the dogwoods planted there can take on moisture over the winter and be visible with their coloured stems and to trim the wildflower areas at Sheepdown.

End of Report