



# Petworth Town Council

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16<sup>th</sup> January 2023

To All Town Councillors

**YOU ARE HEREBY SUMMONED TO A MEETING OF THE PETWORTH TOWN COUNCIL TO BE HELD ON THURSDAY 19<sup>TH</sup> JANUARY 2023 AT PETWORTH TOWN COUNCIL, THE OLD BAKERY, GOLDEN SQUARE, PETWORTH, COMMENCING AT 7pm.**

**Laura Smith**  
Clerk

## AGENDA

- 1. CHAIRMAN'S ANNOUNCEMENTS**  
Reminder about mobile phones and fire exit.
- 2. APOLOGIES FOR ABSENCE**
- 3. DISCLOSURE OF INTERESTS**  
Councillors are reminded of their responsibility to declare any disclosable pecuniary and nonpecuniary 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.
- 4. MINUTES OF LAST MEETING**  
To approve and sign minutes of the Annual Council Meeting held on 17<sup>th</sup> November 2022 (Appendix 1).
- 5. MATTERS ARISING**  
To consider matters arising from the meeting not already on this agenda.
- 6. 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 a request should be submitted no less than 48 hours**

**prior to the meeting.**

- (b) about business on the agenda at the discretion of the Chairman.

Meeting re-convened

**7. DISTRICT AND COUNTY COUNCILLORS**

To receive reports from West Sussex County Councillor, Cllr Janet Duncton and District Councillor, Cllr Eileen Lintill.

**8. FINANCE AND GENERAL PURPOSES COMMITTEE**

To accept the minutes of the meetings of 15<sup>th</sup> November & 21<sup>st</sup> December 2022 (Appendix 2 & 3). Cllr Copus to inform the council of any specific issues that arose at the Finance & General Purposes meeting on 17<sup>th</sup> January 2023 and to seek Council approval for any required unbudgeted expenditure.

**9. 2023/2024 BUDGET**

To approve the 2023/2024 budget.

**10. HIGHWAYS, TRAFFIC AND PLANNING COMMITTEE**

To accept the minutes of the meetings of 9<sup>th</sup> November & 14<sup>th</sup> December 2022 (Appendix 4 & 5). Cllr Atkins to inform the members of any specific applications or planning related information from the Planning meeting on 11<sup>th</sup> January 2023.

**11. OPEN SPACES COMMITTEE**

To accept the minutes of the meeting of 2<sup>nd</sup> November 2022 (Appendix 6). Cllr Peet to inform the council of any specific issues that arose at the Open Spaces meeting on 4<sup>th</sup> January 2023.

**12. RECEIVE UPDATES FROM WORKING PARTIES AND OUTSIDE GROUPS**

- a) **Petworth Business Association** - Cllr Desai
- b) **Petworth Visitors** - Cllr Singleton
- c) **New Premises & Community Hub** – Cllr Singleton
- d) **Planting & Horticulture** – Cllr Hewlett
- e) **Leconfield Hall** – Cllr Fynes
- f) **Staffing** – Cllr Singleton
- g) **Traffic** – Cllr Scallon
- h) **Petworth Park Sports** – Cllr Thorpe
- i) **King Charles III Coronation** – Cllr Singleton
- j) **Petworth Heritage Partnership** – Cllr Fox

**13. NEXT FULL COUNCIL MEETING (Information Only)**

The next meeting of the Town Council is scheduled to be held on Tuesday 16<sup>th</sup> February 2023.

**14. EXCLUSION OF MEMBERS OF THE PUBLIC AND PRESS**

The Motion: “In accordance with the provisions of section 1(2) of the Public Bodies (admission to Meetings) Act 1960 the press and public be excluded from the meeting by reason of the confidential nature of the business to be transacted”

The excluded session is to consider personnel matters.