



Petworth Town Council

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A MEETING OF THE OPEN SPACES COMMITTEE TOOK PLACE ON WEDNESDAY 4TH JANUARY 2023 AT PETWORTH TOWN COUNCIL, THE OLD BAKERY, GOLDEN SQUARE, PETWORTH COMMENCING AT 7PM

MINUTES

Present: Cllr M. Peet Cllr S. Atkins
Cllr H. Desai L Smith (Clerk)

01/23 CHAIRMAN'S ANNOUNCEMENTS

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

02/23 APOLOGIES FOR ABSENCE

Cllr A. Copus, Cllr J. Scallon, Cllr P. Hewlett, Cllr J. Thorpe, Cllr E. Boyes & Cllr C. Kemp.

03/23 DECLARATIONS OF INTEREST

There were none offered.

04/23 MINUTES OF THE LAST MEETING

The minutes of the meeting held on 2nd November 2022 were agreed and signed as a true and accurate record. Proposed by Cllr Peet, seconded by Cllr Desai and unanimously approved.

05/23 MATTERS ARISING FROM THE MINUTES

There were no matters arising from the minutes.

06/23 PUBLIC PARTICIPATION SESSION

There were no members of the public present.

07/23 CLERK'S REPORT

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

- i) Report item 5.1 – Cllr Peet advised that there may have been recent damage to the phone box. The Clerk confirmed she would ask the Handyman to review it & repair where required.
- ii) Report item 6.3 – The Clerk confirmed she would ask the Friendship Centre & the Leconfield Estate to contribute to the £7,000 needed to fund the surface improvements in Trumps Alley. Cllr Atkins to see whether Austens would make a contribution to the costs of the project.
- iii) Report item 7.2 – Under the proposal of Cllr Atkins, seconded by Cllr Desai it was resolved to recommend the Council register the land at Rosemary Gardens at a cost of £752.40, to the Finance & General Purposes committee.

08/23 LECONFIELD ESTATE

- i) The committee reviewed the latest draft of the Heads of Terms received from the Leconfield Estate, covering land at Hampers Green, the Shimmings Path, the Salt Bin on Sheepdown Drive and the Manorial Waste at Golden Square.

- ii) Under the proposal of Cllr Peet, seconded by Cllr Atkins, it was resolved to advise the Leconfield Estate that the Council would mow & trim the grass along the Shimmings Path, between the 2 turnstile gates only, and with a maintenance line 1 metre from the edges of the path, and around the paved seat areas.

09/23 ANGEL STREET ALLOTMENTS

- i) The committee considered an email received from Mr F Lucas of the Leconfield Estate.
- ii) Under the proposal of Cllr Atkins, seconded by Cllr Desai, the committee resolved not to allow the Estate to utilise some of the allotments for residents' parking.

10/23 TILLINGTON ROAD ALLOTMENTS

- i) The committee considered whether additional security measures should be implemented at Tillington Road allotments, given the recent report of a theft there.
- ii) Under the proposal of Cllr Peet, seconded by Cllr Atkins, it was agreed that the site would be monitored over the coming months, before any potential security measures were considered.

11/23 ROADSHOW

In the absence of Cllr Boyes, the item was deferred to the next meeting.

12/23 PLANTING & HORTICULTURE

- i) The Clerk advised that the planting & horticulture working group had not decided whether to enter the In Bloom competition, for 2023.
- ii) She informed the committee that Cllr Hewlett had requested the budget for 2023/24 be set as per the actual costs for 2022/23 and advised that this request would be considered by the Finance & General Purposes committee, at their next meeting.

13/23 ACTION LIST

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

14/23 DATE OF NEXT MEETING

Wednesday 1st February at 7pm.

Meeting closed at 8.06pm.

Signed(Chairman)

Dated.....



Petworth Town Council

Report 01/2023

Agenda Item No: 7

Committee: Open Spaces

Date: 4th January 2023

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.
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1. Hampers Common

- 1.1 I haven't received a response to the letter sent to the Leconfield Estate on 12th September 2022 to seek approval to site a toilet at the entrance to the Industrial Estate.
- 1.2 Mr A Goddard has been instructed to repair the towers at the play area.
- 1.3 Mr A Ashton-Smith has been advised of the Council's decision not to undertake any works at the vehicle entrance to the Common.

2. Street Lights

- 2.1 The works on the streetlights, including the installation of the commando socket, are due to take place on Wednesday 4th January.
- 2.2 I've queried what power load can be connected to the commando socket but to date, I haven't had a response.

3. Allotments

- 3.1 A Queens Green Canopy Tree of Trees was planted at Petworth Community Garden on 8th November.

3.2 A plot holder at Tillington Road allotments reported theft of equipment in December. He asked that security of the site was considered by the council – I have included this as an agenda item for the meeting.

3.3 Mr F Lucas has provided additional information following our response to the Estate regarding Angel Street allotments – I have included this as an agenda item for the meeting.

4. Church Clock

4.1 Peter Hyde, Engineer from the Cumbria Clock Company, will be removing the clock in order to carry out the repairs to it, on Friday 13th January 2023.

5. Handyman

5.1 Andrew Goddard has refitted signs & glass frames in the phone box at the Old Bakery.

5.2 Andrew has attempted to repair the rocking horse in Rosemary Gardens however he has been unable to remove the head from its base. Andrew thinks there must be nuts under the base which he can't access. He has suggested removing the horse head, leaving the spring in situ and covering this with a cone whilst the head is repaired.

6. Trumps Alley

6.1 I've received a quote from John Harper to undertake the works in Trumps Alley. The total cost being £13,340 + VAT.

6.2 I've submitted the paperwork to SDNPA to transfer the money earmarked for the phone box to be diverted to the Trumps Alley project.

6.3 £7,000 has been included in the budget for 23/24 to cover the balance of the costs.

7. Rosemary Gardens

7.1 J Harper has been instructed to undertake the works with Chris Kemp in touch with him, to discuss the works before they commence.

7.2 Glanvilles Anderson Rowntree have sent us a quote to register the land at Rosemary Gardens - £752.40.

8. Skatepark

8.1 As was resolved at the September committee meeting, I wrote to BT to query whether the BT Telephone Exchange site could be used for a skatepark. At the time of writing, I've not received a response.

9. Grounds Maintenance

9.1 A working group including A Copus, P Hewlett & C Kemp reviewed the grounds maintenance specification.

9.2 The revised specification has been put out to tender for a 3-year contract, with a closing date for submissions of 27th January 2023.

10. Sylvia Beaufoy Centre Solar Panels

10.1 SDNPA cannot fund the difference in cost of the solar panels hence PTC's resolution to award a grant of £3,000 to SBC, subject to their roof survey, is likely to be called upon.

End of Report