



Petworth Town Council

A MEETING OF THE OPEN SPACES COMMITTEE TOOK PLACE ON WEDNESDAY 1ST MARCH 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	Cllr J. Scallon
	Cllr P. Hewlett	Cllr C. Kemp
	Cllr. J Thorpe	Cllr A. Copus
	S. Lines (Clerk)	

30/23 CHAIRMAN'S ANNOUNCEMENTS

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

31/23 APOLOGIES FOR ABSENCE

Cllr E. Boyes

32/23 DECLARATIONS OF INTEREST

There were none offered.

33/23 MINUTES OF THE LAST MEETING

The minutes of the meeting held on 1st February 2023 were agreed and signed as a true and accurate record. Proposed by Cllr Peet, seconded by Cllr Scallon and unanimously approved.

34/23 MATTERS ARISING FROM THE MINUTES

There were no matters arising from the minutes.

35/23 PUBLIC PARTICIPATION SESSION

There were no members of the public present.

36/23 CLERK'S REPORT

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

- i) Report item 2.4 – Cllr Copus agreed to take photos of cars parked on the grass verges at Hampers Common which will be sent to West Sussex County Council to investigate.
- ii) Report item 4.1 – The Committee resolved to inspect the allotments later in the month when the evenings are lighter and resolved to contact two allotment holders at Grove Street allotments whose plots are in a poor condition.
- iii) Report item 5.2 – Under the proposal of Cllr Peet, seconded by Cllr Kemp, it was resolved to recommend the purchase of a new flagpole at Rosemary Gardens to the Finance & General Purposes Committee; the exact cost to be confirmed once the length of the pole is finalised and ordered.
- iv) Report item 5.3 – The Committee resolved to ask the Handyman to pressure wash the manorial waste area and the equipment stored there.

37/23 PHONE APP

Cllr Desai advised that she had asked the developer to provide an update at the next Full Council meeting on 16th March and was awaiting confirmation.

38/23 WATERING RECOMMENDATIONS

Cllr Peet reported that he will carry out a site visit of the tanks beneath Market Square to assess the water levels. Cllr Atkins and Cllr Copus reported that they will accompany Cllr Peet.

39/23 PLANTING & HORTICULTURE IN 2023

- i) Cllr Hewlett reported that the wastebin in Rosemary Gardens has been vandalised & also that the water fountain is broken. The Clerk agreed to contact the necessary people to get both items repaired.
- ii) Cllr Hewlett reported that she would obtain a quote for a new 50 metre hose & it was resolved to recommend the purchase of the hose to the Finance & General Purposes Committee.

40/23 ROADSHOW

In the absence of Cllr Boyes, the item was removed from the Agenda for the foreseeable future.

41/23 ALLOTMENTS

The Committee reported that inspections had been carried out at Tillington Road allotments and agreed that the boundaries were of a reasonable standard. The Committee agreed that Petworth Town Council has no responsibility for possessions stored at any of the town's allotment sites.

42/23 ROSEMARY GARDENS

Nothing to report.

43/23 HAMPERS COMMON

- i) Cllr Scallon reported that there is damage to netting on the bridge. It was agreed that the Handyman would be asked to make it safe and to provide quotes for a repair.
- ii) Cllr Hewlett reported that the War Memorial needed cleaning. It was agreed that the Handyman would be asked to look at this.

44/23 GROUNDS MAINTENANCE

The Committee considered the two tenders that had been received. It was resolved to award a 3-year contract to HJS Land Services, commencing on 1st March 2023 and that this be recommended to the Finance and General Purposes Committee and to Full Council.

45/23 ACTION LIST

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

46/23 DATE OF NEXT MEETING

Wednesday 5th April 2023 at 7pm.

Meeting closed at 8.46pm.

Signed(Chairman)

Dated.....