



Petworth Town Council

A MEETING OF THE OPEN SPACES COMMITTEE TOOK PLACE ON WEDNESDAY 1st NOVEMBER 2023 AT PETWORTH TOWN COUNCIL, THE OLD BAKERY, GOLDEN SQUARE, PETWORTH COMMENCING AT 7PM

MINUTES

Present: Cllr M. Peet Cllr. D. Daynes
Cllr P. Hewlett Cllr J. Scallon
S. Lines (Clerk)

169/23 CHAIRMAN'S ANNOUNCEMENTS

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

170/23 APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllr J. Thorpe and Cllr A. Copus.

171/23 DECLARATIONS OF INTEREST

There were none offered.

172/23 MINUTES OF THE LAST MEETING

The minutes of the meeting held on 4th October 2023 were agreed and signed as a true and accurate record. Proposed by Cllr Hewlett, seconded by Cllr Scallon and unanimously approved.

173/23 MATTERS ARISING FROM THE MINUTES

There were no matters arising from the minutes.

174/23 PUBLIC PARTICIPATION SESSION

There were no members of the public present.

175/23 CLERK'S REPORT

The Committee noted the content of the Clerk's report (previously circulated and attached as appendix 1) and noted that the items listed for further consideration would be discussed later in the meeting.

176/23 WATERING RECOMMENDATIONS

Cllr Hewlett advised that watering had ceased for the Summer and she had asked Alex Kramp to submit his invoice which was still outstanding. She advised that the remaining hanging baskets would be taken down over the next few weeks as the Christmas lights were put up around the Town.

177/23 PLANTING & HORTICULTURE IN 2023

Cllr Hewlett advised that winter plants had been delivered and would be planted soon. The planters would soon be cleared and once the bulbs had been delivered they would be planted around the Town and outskirts.

178/23 ALLOTMENTS

- i) The Clerk reported that Plot 4b at Grove Street had now been let to a tenant on a rent-free basis until 31st March 2024 provided the tenant got it cleared ready for cultivation in Spring 2024.

- ii) The Clerk reported that she was awaiting a quote from HJS Land Services to cut back the hedges at each allotment site and that she had explained to HJS Land Services that extra work would be needed to clear the hedge adjacent to the footpath on the Western side of the Grove Street site, which had become very overgrown.
- iii) Upon the proposal of Cllr Peet, seconded by Cllr Scallon, it was unanimously resolved to conduct allotment inspections in the Spring of 2024 to check all plots were still being retained within their original boundaries and borders.
- iv) The Clerk was asked to inform the tenant who caused damage to the water pipe at Grove Street allotments that the damage had been fixed at a cost of £150 and that allotment inspections would take place in the Spring of 2024 to check all plots and their boundaries.

179/23 ROSEMARY GARDENS

- i) The Clerk reported that the Lime tree had now been cut back and the dying Sycamore Tree had been cut down and removed. Cllr Hewlett reported that the Sycamore tree had Honey Fungus and that the Planting & Horticulture Working Group would keep a watch out for potential spreading in the area.
- ii) The Clerk reported that the Handyman had replaced the bin in Rosemary Gardens and she thanked Cllr Peet for taking away the old bin.
- iii) The Clerk reported that having looked into the ownership of the three lamp-posts in Rosemary Gardens, it seemed that they were owned by the Town Council. It was noted that the circuit wattage for each lamp-post was 86W which was the equivalent of 0.4A or 390mA which was adequate for CCTV but not for use for musical entertainment. Cllr Peet advised that he had keys to look inside each lamp-post so would check the actual Amperage for each.
- iv) Cllr Hewlett advised that the level of vandalism in Rosemary Gardens seemed to have reduced in recent weeks.
- v) Cllr Hewlett suggested that the Town Council should purchase Christmas gifts for a few volunteers in the Town who had gone above and beyond in their help. Upon the proposal of Cllr Hewlett, seconded by Cllr Scallon, it was unanimously resolved for Cllr Hewlett to come up with a list of names, gift ideas and costs, and to recommend Full Council approve such costs.

180/23 HAMPERS COMMON

The Clerk reported that the P&DCA bonfire would be taking place on 4th November and advised that they are not charged rent for the use of Hamper's Common. It was noted that the bonfire event is free to attend albeit with donations invited, so it was correct not to charge P&DCA a rental fee for use of the Common.

181/23 PETWORTH PARK SPORTS (PPS)

In the absence of Cllr Thorpe, Cllr Peet reported that investigations were ongoing regarding effluent odours at a property in Downview Close and that new vents had been fitted the issues were ongoing. He reported that Environment Health were involved and conducting their own investigations, with the Water Board also involved.

182/23 SKATE PARK

The Clerk reported that she had previously circulated an update from WSCC Cllr Duncton, suggesting the old Corn Dryer site on Station Road as a possibility for the skate park. Upon the proposal of Cllr Peet, seconded by Cllr Scallon, it was unanimously agreed for the Clerk to ask the Leconfield Estate if this site could be leased or purchased and to invite them to a meeting, and to ask CDC Cllr Desai if she could help.

183/23 TRUMPS ALLEY

The Clerk advised that two claims for expenses had been received from residents of Trumps Alley following the re-surfacing works, which would be considered by the Finance & General Purposes Committee on 14th November.

184/23 FARMER'S MARKET

- i) The Clerk reported that following feedback from the Petworth Business Association, the Chair and Vice-Chair of the Town Council had previously asked the Councillors if the Farmer's Market in December should revert back to its original date of 16th December and that this had been agreed, and that Food Rocks had been advised accordingly.
- ii) Cllr Scallon reported that the Town had been busy the previous Saturday with both car parks full by 10:30am. It was noted that Petworth Festival Literary Week had commenced on 25th October which might have contributed to this. Cllr Scallon reported that parking in and around the Town is becoming a significant issue for residents and that the Town Council might wish to explore its options in the future. The Committee discussed other nearby Towns in Sussex and Surrey which closed the A-roads through their towns altogether for events such as Guy Fawkes or Christmas Events, and discussed this as a possibility for Petworth in future years, in particular for its Christmas Cracker event. Such towns being Cranleigh, Waverley, Lewes & Chiddingfold.

185/23 GROUNDS MAINTENANCE

- i) Cllr Peet advised that the brass plaque at Jubilee Walk would be affixed in the near future.
- ii) Cllr Hewlett confirmed that HJS Land Services could now commence cutting back the wild flowers around the Town, and also Fred's Bank and the bank and the lower end of the Main Town car park.
- iii) The Committee considered the quote received from HJS Land Services to trim the hedgerows along the pavement heading southbound on Station Road, at a cost of £240 plus VAT. Upon the proposal of Cllr Peet, seconded by Cllr Hewlett, it was unanimously resolved to ask the Finance & General Purposes Committee to approve as an upcoming cost, the amount of £240 to trim the hedgerows.
- iv) The Committee considered the quote received from HJS Land Services to cut back the hedges and brambles at the Horsham Road cemetery, at a cost of £800 plus VAT. Upon the proposal of Cllr Peet, seconded by Cllr Hewlett, it was unanimously resolved to ask the Clerk to check first with Cllr Copus and if agreed, to ask both CDC and the Church, if they would pay for the costs and/or arrange for the works to be undertaken independently themselves.

186/23 ACTION LIST

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

187/23 DATE OF NEXT MEETING

Wednesday 6th December 2023 at 7pm.

Meeting closed at 20:33pm.

Signed(Chairman)

Dated.....