



HENFIELD PARISH COUNCIL

**Meeting of the Village Amenities Committee held on
Wednesday 8th May 2024 at 10.30am at the Henfield Hall**

Present: Cllrs Morgan (Chairman), R Kendall, S Leader, R Shaw and A Willard.

In Attendance: One member of the public, Mr K Wright (Clerk), Mrs R Grantham (Operations Manager – OM) and Mrs B Samrah (Parish Administrator – PA).

MINUTES

1. **ELECTION OF CHAIRMAN**

It was **PROPOSED** by Cllr Kendall, **SECONDED** by Cllr Shaw and **VOTED ALL IN FAVOUR** to elect Cllr Morgan as Chairman for the forthcoming year.

2. **ELECTION OF VICE CHAIRMAN**

It was **PROPOSED** by Cllr Morgan, **SECONDED** by Cllr Willard and **VOTED ALL IN FAVOUR** to elect Cllr Kendall as Vice-Chairman for the forthcoming year.

3. **DECLARATION OF MEMBERS INTERESTS**

There were none.

4.

APOLOGIES

Were received from Cllrs Jemmett and Jones.

5. **APPROVAL OF MINUTES OF THE MEETING 13th MARCH 2024**

These were approved, they were signed and dated by the Chairman.

6. **MATTERS ARISING**

1. Community Transport Sussex – Trustee from Henfield – Cllr Kendall said that there was no further progress on a Trustee and confirmed that at a recent meeting it had been indicated that the charging points in the car parks would be installed later this month. He said that they were gradually getting more volunteer drivers. He also said that it was thought that SH2030 might be involved in the future.
2. Ongoing Verge Maintenance – The Chairman confirmed that a second meeting of the Verge Management Working Group was planned for next week. He said that a number of verges had been included in the No Mow May project. He also said that he had been surprised by how many areas were maintained by Henfield's Works Team on behalf of WSCC and HDC. Cllr Shaw said that he was pleased to see areas included in NO Mow May had a strip of mown grass around the edges and with a path through the middle showing that the area was cared for.
3. Bollards on Village Square – The Chairman confirmed that these had been installed recently and that the Dry Cleaners had keys for them. He said that the Memorial Bench would be installed later in the day. Cllr Leader said that she thought an unveiling would be a good idea. The Chairman said that the bench still required painting and Cllr Kendall said that there were a lot of weeds under the nearby tree. The Chairman said that the area near the tree needed more consideration to make it more attractive

The Chairman adjourned the meeting.

OPEN FORUM

The member of the public said he wanted to ask the Parish Council to assist with the problem of dog bins on Bysshop Meadow, he said that the increasing use of the dog bins had meant increased payments for the residents from £1,200 p.a. in 2017 to £2,600 p.a. recently. He said that at least one of the bins was on a Public Right of Way (PROW). He said that an estate looked after by a management company in Wivelsfield Green had successfully got Mid-Sussex

Council to pay for emptying the dog bins. He asked that if the Parish Council were not able to take over the emptying of the bins that they consider supporting the Management Company with HDC. The Clerk said that he had spoken with the Head of Environmental Services at HDC and he had confirmed that HDC would not use public money to fund a dog bin on private land. The Chairman said he was sympathetic but that developers set up Management Companies to look after estates once complete rather than pay Section 106 money to the council to look after the estate. He also said that it would be setting a precedent to fund the bin emptying on Bysshop Meadow when other developemnts were built in the future.

The member of the public left the meeting at 11am.

The Chairman reconvened the meeting.

7. **CHAIRMAN'S ANNOUNCEMENTS**

There were none.

8. **80th ANNIVERSARY OF D-DAY**

The Chairman said that there would be a brief service the War Memorial at 11am on Thursday 6th June to commemorate this anniversary with the two minute silence. He thought that four marsalls would be necessary to close the High Street. He confirmed that there would be another brief service at 8.45pm the same day with a torchlight procession to the Rothery for 9.15pm lighting of the Beacon.

9. **VILLAGE ENTRANCE SIGNS**

The OM said that a quote from the blacksmith is still outstanding.

10. **CONSIDER THE QUOTATION RECEIVED FOR POD POINT TWO YEAR WARRANTY**

The Chairman explained that a recent repair to the charge point had made the council aware that they would have to pay for repairs and had received a quote for a two year warranty for both sockets at the Leisure Centre. The Clerk said that the council had been paying 36p per unit of electricity and the standing charge had increased from 60p to £1.80 per day, he also said that by moving suppliers the electricity charge was reduced to 24.4p per unit and the standing charge reduced to 50p per day for a fixed three year contract. The OM said that the charge points were currently set at 50p per unit. She added that she would see what HDC will charge when the new charging points were installed in the car parks.

It was **PROPOSED BY** the Chairman, **SECONDED BY** Cllr Shaw and **AGREED BY ALL** to pay for the two year warranty at £500.00 plus VAT.

ACTION POINT: OM to liaise with Pod Point over waranty.

11. **BYSSHOP MEADOW DOG WASTE**

The Chairman said that it seemed unlikely that HDC would agree to fund more bins in Henfield. Cllr Leader said that at Devils Dyke the dog bins had been removed altogether and dog owners were asked to take dog waste home with them and she wondered whether notices to this effect could be placed near or on the existing dog bins. It was agreed that it would be helpful if SDNPA could be contacted to find out if this approach had proved successful.

The Chairman re-iterated that if HPC funded more bins on private land this would set a precedent for future new developments. Cllr Willard said that he felt it was important that residents were aware that HDC had been apporoached about more bins and had said no. Cllr Shaw said that in effect the residents were paying to keep their estate clean and tidy. The Chairman said that this committee should look at dog fouling at a future meeting including updating social media to indicate that dog waste could be taken home and disposed in household waste. It was agreed that the resident concerned would be written to with the committee's decision.

ACTION POINT: OM to write to the resident.

12. **HORSHAM DISTRICT COUNCIL DRAFT GREEN SPACE STRATEGY**

The Chairman said that the only areas in Henfield that are covered are the Commons and green area in Deer Park. The Clerk said that the Management plan for the Commons had been around for many years. The Chairman asked if this committee was in agreement with the report and everyone agreed.

13. **PUBLIC CONVENIENCES**

1. Repairs to shutters - The Chairman confirmed that the repairs have recently been carried out and it was agreed by all to leave the shutters open for the time being.

14. **CEMETERY**

1. Cemetery Lighting – The Clerk confirmed that he was still waiting a quote from DW Windsor.
2. Memorial for infant graves – The OM said this had been ordered but not yet arrived.
3. Cemetery Noticeboard – The OM said that this was delivered the day before and would be installed later in the day. Notices on display would include the names of the infants buried in the unmarked area, the rules of the cemetery and a notice about dog fouling and wildflowers.
4. Width of memorials on full plots – The Chairman said that a letter had been received from a resident who had requested to have a larger headstone for a relative's grave. The Chairman said that in the past a number of headstones had been erected in the old cemetery of many different sizes but that with the new cemetery it was anticipated that uniform sizing would be used to allow for mowing and maintenance of the area. The Chairman confirmed that the height of headstones should not exceed 76cm as stated in the Cemetery rules and that the maximum width should also be 76cm and that there should be no exceptions. This was agreed by all

15. **STREET SCENE**

1. Memorial Bench – The chairman confirmed that the Memorial Bench would be installed later in the day.
2. Flower Beds on Bishops Lane – The chairman stated that the beds would not now be replanted until the Autumn when it was hoped the work on the building would have been completed.

16. **CLERK'S REPORT**

1. Financial update – The Clerk confirmed that 8.3% of the year had elapse and that 17.1% of the budget had been spent. This was as a result of purchasing the new Christmas Lights.
2. Any further updates – There were none.

17. **ANY OTHER URGENT MATTERS TO BE RAISED BY COUNCILLORS**

Cllr Kendall said he noticed that a lot of cars are parking on the side of the road leading to Sainsburys back door. It was agreed that the Clerk would raise this issue with HDC and question whether the yellow lines could be re-instated.

ACTION POINT: The Clerk would write to HDC about the parking at the rear of Sainsburys.

Cllr Willard said he was concerned that the new parking system may mean additional costs if using the car parks in other parts of the area which are currently included with the Parking Disc. It was agreed that the Clerk would write to HDC for clarification.

ACTION POINT: The Clerk would write to HDC to ask for clarification on parking charges with effect from 1st July 2024 copying in Cllr Perry and Potts.

18. **DATE AND TIME OF NEXT MEETING**

Wednesday 12th June at 10.30am

The meeting closed at 11.55am