



HENFIELD PARISH COUNCIL

**Meeting of Recreation & Open Spaces Committee held on Thursday
9th May 2024 at 10.00am in the Henfield Hall**

Present: Cllr G Perry (Chairman), R Kendall, F Ayres, D Grossmith, A May and C Simmonds.

In Attendance: Mr J Bowes and Ms K Thomas (Henfield Football Club (HFC)) Cllr E Goodyear, Mr K Wright (Clerk), Mrs R Grantham (Operations Manager (OM)) and Mrs B Samrah (Parish Administrator (PA)).

MINUTES

1. ELECTION OF CHAIRMAN FOR FORTHCOMING YEAR

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

2. DECLARATION OF MEMBERS INTERESTS

There were none.

3. APOLOGIES

Were received from Cllr Jemmett.

4. ELECTION OF VICE-CHAIRMAN FOR FORTHCOMING YEAR

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

5. APPROVAL OF MINUTES OF THE MEETING HELD 11th April 2024

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

6. MATTERS ARISING

The Clerk said that he and Cllr Morgan had checked the paperwork in relation to the Memorial Field and the term was for 25 years starting in 2016.

The Chairman said that the Parish Council had written to the Environment Agency and WSCC about the Adur but it was felt they would not change their mind. He said that they had collected most of the plastic now except that on private land. Cllr Goodyear said that the footpath is on the lower bank although walkers will have to use the higher bank in bad weather.

The Chairman adjourned the meeting.

OPEN FORUM

The Chairman invited the two members of HFC to speak, Ms Thomas said that the licence had been signed by HFC and the Clerk confirmed that HFC had also signed. Ms Thomas said that the meeting between HCC and HFC with Cllrs Morgan and Ayres had gone well and that better communication would be forthcoming. She reminded all that the Football Tournament was for the weekend of 18th May and that 166 Football teams would be attending. She asked if the Parish Council could provide some A frames and cones and the Clerk agreed to speak with the Works Team. The Chairman checked that recycling facilities would be available on site and Ms Thomas said that all cans would be taken to Pete after the tournament. Cllr Ayres agreed to donate sweets for the tournament and said she'd call Ms Thomas direct when they arrived. The Clerk confirmed that the Kingsfield would be cut the following day with a Box Cut planned for next Wednesday. The Clerk said that the only outstanding matter was the cleaner at the Rothery and Ms Thomas agreed to report back to him after speaking with HFC.

The Chairman asked if HFC would be able to help with Walk for Malcolm on 14.7.24 and Ms Thomas confirmed that some members had already agreed to help. Cllr Simmonds asked if HFC would confirm what they would provide and timings for their part of the Funday on 15.6.24. The Chairman thanked Cllr Morgan for the work he had put in to getting the Licence prepared and spending time with both HFC and HCC with Cllr Ayres. Mr Bowes confirmed that the Rothery surface had been aerated and would have top spoil and dressing added later in the Summer and that they were hoping to do the same on the Memorial Field too. Ms Thomas said that the contractor would need access to Rothery and the Clerk confirmed that there was a combination padlock on gate by the Barn. Cllr Simmonds assured all that there would be no heavy vehicles on the Kings Field for the fun day except a van and 4-wheel drive truck but only for a short time. He said if the ground was wet, they would make other arrangements. He also said that they would make sure that parking was not a problem.

The Chairman reconvened the meeting.

7. CHAIRMAN'S ANNOUNCEMENTS

- 1 Tree for Parsonage Road Green – The Chairman said that a resident on Parsonage Road had complained when a cherry tree was lost to disease and hoped a replacement could be planted. Cllr May said that the replacement tree would be planted near where the previous one was and that it would be paid for by HDC but she hoped that a letter could be sent to nearby residents from the Clerk

ACTION POINT: Cllr May agreed to provide a proforma letter for the Clerk to send.

8. HENFIELD FOOTBALL CLUB

- 1 Storage and Licence Review – This was covered in the Open Forum.

9. PLAYING FIELDS

- 1 Wantley Field – to consider renewing licence with WSCC for £120.00 per annum – The Chairman explained that the licence had last been renewed in 2017 but had run out in 2019 and that HPC mows the grass twice a year. After some discussion it was considered preferable to renew the Licence.

It was PROPOSED BY the Chairman, SECONDED BY Cllr Kendall and AGREED BY ALL to renew the licence with WSCC at a cost of £120 per annum but no legal fees.

ACTION POINT: PA would liaise with WSCC and Clerk to get a new Licence.

- 2 To consider the use of £15,000.00 Playing Field Reserves for funding the Skate Park – Cllr Goodyear explained that Section 106 money totalling up to £80,000 for pitch improvement on Kings Field and Memorial Field was held by HDC and that it had been agreed a year ago to use £30,000 of that money for the Skate Park renovation, but this now looked like the variation would cost an additional £6,000 in legal fees. The Children and Young Peoples Committee is £15,000 short of the total needed for the renovation and hoped to use money from Playing Field reserves and leave the S106 money for improvements in the Kings Field and Memorial Field. Cllr Goodyear said that CYP would get plans drawn up for the remodelling of the Skate park which would then go out to tender. The OM said that there were a number of cracks in the surface and so some repair work was also needed. All agreed that this play equipment was used a great deal.

It was PROPOSED BY Cllr Simmonds, SECONDED BY Cllr Grossmith and AGREED BY ALL to use £15,000 from Playing Field Reserves for the remodelling and repair of the Skate Park.

- 3 BP Guild Fun Day – 15th June – to consider parking arrangements and ensuring that the surface is not damaged – This was covered in Open Forum.
- 4 Signage for Playing Fields – The Chairman said that there had been discussions in the past about signage for Play Areas (this was now looked after by the CYP Committee) and Playing Fields with a welcoming notice showing the name of the location. Cllr May circulated some photos of suggested styles. It was agreed that this would be a longer-term project which would mix traditional wooden posts with modern QR codes for details. It was hoped that the signs in Play Areas and Playing Fields would go together with uniform type face and design. The Chairman said that this could be looked at for next year's budgets but if there was money left this financial year then it could be considered sooner. The Chairman said that she would raise at full council meeting. Cllr May agreed to research some costs.

Ms Thomas and Mr Bowes left the meeting at 10.55am.

10. TREE WORK.

- 1 Tree Surgery – It was confirmed that the work agreed at the last meeting would go ahead at a suitable time. It was confirmed that the next Tree Survey would be carried out in spring 2025. There was some discussion about whether clearer details could be given over areas that are not much used and whether tree surgery could be carried out less invasively. It was agreed that PA would look for other arboriculturists who might be able to assist.

ACTION POINT: PA would liaise investigate other arboriculturists and may be speak direct with them.

- 2 The Chairman of CYP Committee had sent thanks for the newly planted trees in the Children's Play area at the Kings Field. Cllr May said that the siting of the trees was to give greater shade for those sitting on benches and because the trees would not survive well near to the concrete border. She also suggested that if agreed, the chain link fence could have climbers or hedging around it. Mr Willis had reported that these trees were doing very well and had only needed watering once since being planted.

11. COMMUNITY ORCHARD

- 1 Request from two residents for benches to be placed there at their expense – The Chairman said that the second resident wanted to source their own wooden bench and that she has made plaques for the three fruit trees she funded. The Chairman said that all the trees are doing well and that the Scouts would be putting up bird boxes on 8th June and other work under the King’s Big Help Out. The quote from the blacksmith was anticipated in the near future.

Cllr Ayres left the meeting at 11.05am.

12. VERGES

- 1 Wildflower Planting – Cllr May confirmed that through Community Canopy Scheme a variety of species had been planted at Wantley Hill, both wildflower and plants in a bed. Notification to Parish Office and Works Team when further work was going ahead was agreed.
- 2 Managing verges within the parish – The Chairman said that the next meeting of the Verge Management Working Group had been organised for 14.5.24 and that the Parish Engagement Officer from WSCC was attending.
- 3 Plans for No Mow May – The Chairman said that a number of verges had been selected for this project and signs had been erected to indicate them. She said that it would be good to have before and after photos of some of those areas. She said that the Works Officers would just mow around the edge of the No Mow May verges and that just one verge in Manor Way/Wantley Hill is included in No Mow May.
- 4 Hedgerows – Cllr May confirmed that she had applied to have further hedgerows planted Wantley Hill which she anticipated would be considered a good location by WSCC but had not heard any further. She said that she had posted on social media about this week being Hedgerow Week. The OM agreed to post on HPC Facebook if she had details.

13. TRAILS AND SAFE ROUTES

- 1 Walk for Malcolm starting between 1 and 2pm on 14.7.24 at the Common – The Chairman confirmed that at the meeting held on 8.5.24 had agreed a number of points about publicity and fund raising. BN5 and Parish Magazines would have details in June as well as longer spread in July editions. She said that HPC and Henfield Community Partnership (HCP) had agreed to funding wristbands for the walkers and the band who would be playing at Sussex Prairies. Cllr Goodyear said that the money should come from Events budget. The Chairman said that there would be a Biodiversity theme and that the Community Transport minibus had been booked for afternoon.
- 2 Meeting about lost footpaths 2.2.24 – The Chairman said that the meeting with Mr Johnson had been very helpful and he had agreed to look further at a couple of footpaths. Cllr Simmonds had agreed to give him further details of a contact. The Chairman said it was important to keep watch for potential lost footpaths.

14. WORKS TEAM

The Clerk said that the Works team had requested a new Mower as one of theirs needed a repair which would cost £400, whereas a new and better one would cost £669. He agreed to bring more details to next meeting. It was confirmed that the New Picnic benches had been installed and used at Kidders Lane.

15. CLERKS REPORT

The Clerk confirmed that 6% of the budget had been spent and 8.3% of year had elapsed. He said that costs for signs could come from Playing Field or Rothery Budget.

16. CORRESPONDENCE

HDC Greenspace Strategy Consultation – The Chairman said that in answer to the questions:-

- 1 Is the Vision statement relevant and appropriate in its ambition? Yes
- 2 Do the Strategic Priorities encompass the key issues? Yes
- 3 Are there any actions that could be added or amended in the draft Strategy? The need for a Tanyard Management Plan had not been included.
- 4 Have you got any other comments on the Council’s strategic approach to its public open spaces? Yes
The Chairman also said that this made no mention of the many Henfield Volunteers who help with the green spaces.

ACTION POINT: The Clerk would ensure that this was brought to the next FRC Meeting for ratification.

5 ANY OTHER URGENT MATTERS TO BE RAISED BY COUNCILLORS

There were none.

6 DATE OF NEXT MEETING

13th June 2024 at 10.00am.

The meeting closed at 11.44am.