



HENFIELD PARISH COUNCIL

Meeting of the Village Amenities Committee held on Wednesday 12th June 2024 at 10.30am at the Henfield Hall

Present: Cllrs Morgan (Chairman), R Kendall, D Jemmett, J Jones, R Shaw and A Willard.

In Attendance: Mrs R Grantham (Operations Manager – OM) and Mrs B Samrah (Parish Administrator – PA).

MINUTES

1. **DECLARATION OF MEMBERS INTERESTS**

There were none.

2. **APOLOGIES**

Were received from Cllr Leader.

3. **APPROVAL OF MINUTES OF THE MEETING 8th MAY 2024**

These were approved. They were signed and dated by the Chairman.

4. **MATTERS ARISING**

1. Community Transport Sussex – Trustee from Henfield – Cllr Kendall said that there had not been another meeting and there was no news on a Trustee, he wondered whether Cllr Leader had any news from Henfield Community Partnership (HCP) being approached for a nomination for trustee. He also said that although it had been anticipated that the charging points would be working by last month they were still not installed.
2. Ongoing Verge Maintenance – The Chairman said that this was proving a more difficult task than he had anticipated. He explained that the working group were trying to work out exactly who maintained which areas, which contractors were used and how often they were cut. He said that he understood that views on green spaces were different now in comparison with earlier times. He also said that some of the problems arose from splitting the Light and Open Spaces (LOS) Committee into Recreation & Open Spaces (ROS) and Village Amenities (VA) Committees. He felt that it did need to be looked at as a whole. He said that the Works Team (WT) were carrying out a lot more work on land that belongs to HDC/WSCC and the Parish Council were paying a contractor to look after Coopers Way and Bishops Lane when they could have been looked after by the WT. Cllr Shaw said that he felt that the WT had always been good at exercising their judgement and he did not want there to be change to how they organised their work. He also said he hoped that the working group would come up with a strategy of what is wanted and once finalised that should be brought to the Parish Council. Both the Chairman and Cllr Shaw agreed that the working group is unlikely to finalise details until the end of this year and be ready for 2025. The Chairman added that footpaths have always been cut back to prevent brambles and stinging nettles blocking the way and the council have a duty of care to the public. Cllr Kendall said that there were many large areas within the village and just outside which have been left “wilder” that he felt the small plots of grass could be kept shorter. Cllr Willard said that maybe the lack of a strategy earlier had in fact been the cause of the problem. Overall it was agreed by this Committee that no further changes should be implemented until a final strategy is approved by Full Council.
3. 80th Anniversary of D-Day – The Chairman said he had received some very positive reports from the events being held last Thursday and had counted about 120 people attending the morning service and about 200 people had attended the evening service and beacon lighting. It was agreed that it was a good event to have been a part of.

The Chairman adjourned the meeting.

OPEN FORUM

There were no members of the public present at the meeting.

The Chairman reconvened the meeting.

5. **CHAIRMAN'S ANNOUNCEMENTS**

The Chairman said that he had attended a meeting at St Peter's School with the Youth Coordinator (YC) and that WSCC had proposed a week's trial of a system of "kiss and go" at school drop off; parents who are driving would drive via Staples Barn to school and stop at the school gate to drop off their child(ren) then head away via Fabians Way. He confirmed that the YC is working with school on this project, unfortunately none of the parents had been at the meeting.

7. **HORSHAM DISTRICT COUNCIL SEASON TICKETS AND PARKING PERMITS**

The Chairman said that this matter had been raised by a resident living in the High Street who wanted a season ticket to use the car park for longer than the four hours allowed on parking disc. Cllr Perry had found out that HDC had agreed to the sale of 31 season tickets for the Library car park and so far 21 had been sold to businesses for their staff. HDC said it was up to the Parish Council if it wished these season tickets to be sold to residents and under what rules. Cllr Willard said it would be unfortunate if the remaining ten were sold to residents meaning a new business could not purchase one. It was agreed by all that a change to the rules on purchasing a season ticket was not required at this stage. Cllr Jones said that a resident of Furner's Mead had asked about whether residents only parking could be allowed in that area, it was agreed that it would be difficult to enforce and that every street may request this if allowed in Furners Mead.

8. **DOG WASTE STRATEGY**

1. Consider quotation for additional dog bin on Kings Field – The Chairman said he was surprised at how many dog bins there were already in the village. Cllr Shaw said that there was one particularly well used dog bin at the top of phase 3 of Deer Park and that even though there were other empty bins nearby this one still had bags left around it. After much discussion on the fact that dog mess bags can be put in any bin and the South Downs National Park Authority policy on dog bins it was agreed that no further action should be taken. It was suggested that children might like to create a Tik Tok video with a rendition of "Any Bin will do" for social media.

9. **COMMUNITY SPEEDWATCH**

The Chairman said that this had not been operating as much as previously because of a lack of volunteers.

10. **VILLAGE ENTRANCE SIGNS**

The OM said that she was still waiting to hear from the Blacksmith for a quote for new sign posts. The Chairman asked whether the same style of sign should be used and after some discussion about the possibility of a tree logo or the coat of arms it was agreed that this would be taken to the next Parish Council meeting.

ACTION POINT: The OM would make sure that this was added to the next Parish Council agenda with sample pictures of the designs.

11. **PUBLIC CONVENIENCES**

1. Consider the quotation for hand washer/dryer service contract – OM said that in 2021 the cost had been £1,995 and that it equated to a 20% increase to £2,593.50 for 3 years.

It was PROPOSED BY the Chairman, SECONDED by Cllr Kendall and AGREED BY ALL to accept the quote of £2593.50 for 3-year period.

ACTION POINT: The OM would liaise with the contractor to confirm.

12. **CEMETERY**

1. Consider the quotation for repairs to cemetery lighting – The Chairman said that it was a lot cheaper than the quote received by the original installer. He said he would want a warranty for the work and would liaise with the Clerk to agree the terms.

It was PROPOSED BY Cllr Shaw, SECONDED by Cllr Willard and AGREED BY ALL to accept the quote of £1,500.00 for the replacement of the cemetery lights.

2. Memorial for infant graves – OM said that the Stone Masons are awaiting the stone.
3. The Chairman said that he had received a personal letter from the family in connection with the headstone and had responded that the measurements in the rules of the cemetery would be adhered to. He had also had an email from the stonemason (who had previously written to the family) saying that the required wording could be fitted into the regulation size headstone.

13. **STREET SCENE**

1. Memorial Bench Plaque – The Chairman said that he hoped to have a plaque which read In memory of Her Majesty Queen Elizabeth II 1926 – 2022 (or In memory of HM Queen Elizabeth II 1926 – 2022)

It was PROPOSED BY Cllr Kendall, SECONDED by Cllr Shaw and AGREED BY ALL to pay up to £250.00 for the plaque to be finalised between Chairman and OM once a quote had been received from Engraver.

ACTION POINT: OM to get quote from Engraver.

2. The Chairman said that the area under the Indian Bean Tree in the Village Square needs weeding and consider a more permanent solution to this problem. It was agreed that the Works Team would be asked to remove the weeds and to find out if any of the team can lay bricks around the edge

ACTION POINT: OM to liaise with Works Team over weeding and bricklaying.

3. The Chairman said he was concerned at the mess outside of the old Lloyds Bank Building. He agreed to contact HDC to ask them to write to the Contractor asking for them to make good the flower bed and grass or to contribute to the cost if carried out by HPC.

ACTION POINT: The Chairman to write to HDC asking for contractor to re-instate flower bed and grassed area or compensate HPC to carry out the work.

14. **CLERK'S REPORT**

1. Financial update - OM confirmed that 16.7% of the financial year had elapsed as at the end of May and expenditure was 24.7% of budget, but this includes Christmas Lights at £7,598.
2. Any further updates – There were none.

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

There were none.

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

Wednesday 10th July at 10.30am.

The Meeting closed at 11.35am.