**HENFIELD COMMONS JOINT COMMITTEE AGENDA**

Notice of a meeting of the **Henfield Commons Joint Committee** to be held at **10-00am on** **01/07/24 at Henfield Club, Cagefoot Lane, Henfield.**

**Attendees:**

**Members:** Gill Perry, Roger Noel, Andrea May, Tony Baker

**Officers:** Pete Crawford, Malin Andersson, Jake Everitt

**Public:** Neville de Moraes

**1. DECLARATION OF MEMBERS INTERESTS:** None declared

**2. APOLOGIES :** Josh Potts

**3. ELECTION OF CHAIRMAN FOR THE FORTHCOMING YEAR:**

Gill Perry was unanimously confirmed in the role of Chairman of the Henfield Commons Joint Committee for this coming year.

**4. ELECTION OF VICE CHAIRMAN FOR THE FORTHCOMING YEAR**

Roger Noel was confirmed in the unanimously confirmed in the role of Vice-Chairman of the Henfield Commons Joint Committee for this coming year.

**5. Confirmation of voting members of the committee for the forthcoming year**

Josh Potts and Andrea May remain as voting members. Further members to be nominated by the Parish Council in due course.

**6. APPROVAL OF MINUTES OF 22nd MARCH 2023**

Minutes were approved.

**7. CHAIRMAN’S ANNOUNCEMENTS:**

Congratulations were offered to Josh Potts on his forthcoming wedding.

The Tanyard bioblitz event was a great success during the Garden and Arts Festival and Gill thanked everyone involved.

**8. MATTERS ARISING**

**Governance –** The final draft of the Memorandum of Understanding (MoU) and Terms of Reference for the Committee to be passed to the Parish Council for their scrutiny and approval.

**Action:** Gill to organise meeting with other Councillors and Pete to go through files held at Parish office.

**Handover / Management responsibilities**

Changes to Parish staffing has meant there has been a lack of clarity over some minor works and enquiries. Once the MoU has been signed by both authorities, then there needs to be some public messaging from both parties. The Terms of Reference state that an annual action plan should set out responsibilities for both authorities, but with the major works, such as the bulk of the grass cutting and tree works should be delivered through HDC contractors, with HPC works officers picking up smaller, more sensitive works, or where an issue can be quickly resolved. HDC wardens will consult with Henfield Conservation volunteers (HCV) to agree a work programme.

**Actions:** Malin to set up meeting with works officers and Parish clerk as well as with HCV.

**9.** **OPEN FORUM**

Neville from the Henfield Men in Sheds updated the committee on the current status of the planning application to upgrade the Tanyard barn. He was also seeking an indication from the committee as to its view on the options for temporary access for building works to occur should planning permission be granted. It was made clear that it was not possible for the Committee to comment on the planning application, as that had to be decided through the relevant Planning committee. Officers would be contacted via internal consultation, as site managers. If planning permission was granted, it would be with conditions to mitigate any potential impacts. After some discussion it was agreed that, with appropriate planning conditions in place, such as load-spreading track mats, that temporary access via Chestnut End was preferable, but that an alternative route from Church Lane could also be suitable.

**10. TANYARD**

1. Access Arrangements – due to the ongoing dispute with the occupier of 10 Chestnut End, access from the Chestnut End is currently not available.
2. Rats – A couple of residents from Chestnut End and from Church Lane have complained about seeing rats in their garden and alleged the rodents were coming from the scrub behind their properties in Tanyard Field. It was noted that one of the residents has previously complained about the height of the scrub and requested it be cut back. Whilst acknowledging that rats are likely to be present it was felt that they were equally likely to be living in the gardens of the neighbouring properties. Clearing the scrub would likely disperse them into the gardens
3. Proposal for Management Plan - It was agreed that commissioning a management plan for Tanyard was a priority and should be actioned this year.
4. Red Oak removal – No further information on this. Still waiting for National Grid.
5. Men in Sheds proposal – as discussed in the public forum

**11. HENFIELD COMMON**

1. Mowing specification – Malin has been drawing up the grass cutting map. This will be circulated for final agreement. Once the areas have been finalised, a price can be calculated from the grounds maintenance prices
2. Management update (incl. tree works). Joint work party with Wilder Horsham to improve and install further leaky dams. Malin liaising with Richard Black.
3. Gas pipeline update – No further contact from Sothern Gas Network. Pete has chased via email
4. BMX jumps – Malin has removed jumps. Parish Council has publicized its request that no further digging take place

**12. BROADMARE COMMON**

1. Management update (incl tree works) **–** Ash die back works are programmed in as a high priority. Surveys have included Great Crested Newts, Breeding Bird Survey, with dragonflies coming up.

**13. OREHAM COMMON**

1. Management update - Discussion around mowing. A map to be produced, as for Henfield Common. HDC have had contact from consultants working for the Old Brickworks development, asking to do a eDNA survey of the pond for Great Crested Newts. Permission was given. Nightingale have been present in the Breeding Bird Survey.

**14. CORRESPONDENCE –** None not previously discussed in the meeting

**15.BUDGET/EXPENDITURE** - £500 income received from Shayler’s fair, but cutting cost £1200. The budget to be used to pay for mowing and management plan writing. Options to spend the £28k Henfield Common easement held by HDC were discussed. Ideas included reedbed improvements, improvements to the ‘horse-trail’ and haloing and fencing around the veteran oaks

**16. ANY OTHER BUSINESS -** None

**17. DATE OF NEXT MEETINGS –** Mon 30th Sept; Mon 2nd Dec; Mon 10th March 2025 All meetings to start at 10-00am and take place at the Henfield Club (tbc)