



HENFIELD PARISH COUNCIL
**Meeting of Recreation & Open Spaces Committee held on
Wednesday 24th July 2024 at 10.00am in the Henfield Hall**

MINUTES

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

In Attendance: Mr J Willis (Tree Warden), Mr K Wright (Clerk), Mrs R Grantham (Operations Manager (OM)) and Mrs B Samrah (Parish Administrator (PA)).

1. DECLARATION OF MEMBERS INTERESTS

There were none.

2. APOLOGIES

Were received from Cllr C Simmonds.

3. APPROVAL OF MINUTES OF THE MEETING HELD 13th JUNE 2024

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

4. MATTERS ARISING

1 Tree for Parsonage Road green – The Clerk said that there had been no responses to the letter that had been sent to residents on 19.6.24 and that the PA would advise HDC.

ACTION POINT – PA to notify HDC.

2 Signage project – The Chairman said she had spoken with the Clerk and there was money in the budget for signs for the playing fields. She confirmed that this Committee had agreed on the use of wooden signs, with a QR code and welcome message. The Clerk confirmed that a Working Group would be set up with Cllr Willard from VA committee and the Youth Co-ordinator. Cllr May agreed to chair the working group and Cllr Grossmith agreed to join as the rep for ROS Committee. It was agreed that PA would circulate some possible dates for first meeting and hoped that only two meetings would be needed to make recommendations for ROS, CYP and VA for signs for Playing Fields, Play Areas and other areas in the Village.

ACTION POINT – PA to circulate possible dates and times after consulting Cllr May.

3 Footpath over Springlands Lane – The Chairman said that the local residents had decided not to come to the meeting. It was agreed that the Clerk would write to invite them to come to the next meeting and making sure that the meeting would be a safe environment.

ACTION POINT – Clerk to write to the residents inviting them to September Meeting.

4 Terms Reference for ROS Committee – The Chairman said that Terms of Reference needed updating to reflect transfer of Play Areas to CYP Committee. She said that she would like to look at it again after the next Verges Management Working Group which was due to be held on 21st August.

Cllr Jemmett remarked on the inclusion of a playing fields sub-committee and the chairman said that she had contacted HDC and that it would be helpful if the Officer now in charge of this area would come to the next meeting to give advice on what villages or towns of a similar size have on offer in the way of playing fields and facilities. It was agreed that he would be invited.

ACTION POINT – PA would prepare an email for Chairman to send to HDC.

The Chairman adjourned the meeting.

OPEN FORUM

There were no members of the public present.

The Chairman reconvened the meeting.

5. CHAIRMAN'S ANNOUNCEMENTS

The Chairman said that she thought that the moles that had been spotted on the Memorial Field had only been on the edge. The Clerk said that historically once they arrived in the field edges, they would make progress further into the field. It was agreed that the pest controller would be asked to deal with the moles.

6. HENFIELD FOOTBALL CLUB

1 Storage and Licence Review

The Clerk confirmed that all paperwork has been agreed and signed with the only outstanding matter being the cleaner for the Rothery. He said that HFC would take control of cleaning for themselves and therefore did not need the services of a cleaner. The Clerk confirmed he had written to the cleaner to explain but would try to talk to her in person too.

The Chairman said that HFC confirmed that they have left goals on the Kingsfield which had been going well and a lot of children have been making use of them. There had only been one occasion when a goal was dismantled and scattered, but nothing had been broken. HFC agreed to continue leaving the goals out.

HFC will be laying some top soil and overseeding on the Rothery later in the week. The Clerk said he would make sure that Grasstex were aware.

ACTION POINT – Clerk to check that HFC have liaised with Grasstex over the top soil and reseeding.

7. PLAYING FIELDS

1 Wantley Field – It was confirmed that the Licence has been received from WSCC and has been checked by Cllr M Morgan. The Clerk confirmed that there were a few queries which would be sorted between WSCC, Clerk, Cllr Morgan and PA before being finalised at Full Council Meeting in September.

ACTION POINT – Clerk and PA to liaise with WSCC and Cllr Morgan over signage and other queries.

2 Mowing by edge of cricket pitch near A281 – The Chairman confirmed that this was carried out by the Works Team. The Clerk said that it had been expensive and one of the works officers had since found an alternative supplier. It was agreed that this job should be added to the Grasstex schedule of work in future and not be allowed to grow as tall as had happened this year.

ACTION POINT – Clerk to liaise with Grasstex over cost of adding in this additional area.

3 Meeting with HDC about playing field strategy – this was covered under Matters Arising.

8. TREE WORK.

1 Tree Surgery – It was confirmed that all work from 12-month survey has been carried out but that one invoice is still outstanding.

2 Arboriculturists for future Tree Survey – It was confirmed that a quote has yet to be received.

3 Elm Trees near and around the Rothery Field – Mr Willis confirmed that there were a number of dead elm trees in the hedging and it was agreed that these should be removed. The Clerk said he would ask Works Team if they would be able to carry this work out. Mr Willis said that there were some dead elm trees on the opposite side to the beacon and in the footpath behind the Rothery Field which were unattractive and could also be removed. It was agreed that the Works Team would be asked if they could carry out this work.

ACTION POINT – Clerk to liaise with Works Team over scheduling in this tree removal.

4 Mr Willis confirmed that all trees planted earlier in the year in the Kings Field play Area were now doing well. He also agreed to monitor whether watering them was required in the next few weeks which are expected to be dry. He confirmed that the damaged tree on the triangle outside cemetery was also doing fine.

9. COMMUNITY ORCHARD

1 Request from two residents for benches to be placed there at their expense – It was confirmed that the resident is dealing directly with blacksmith.

2 To consider request from a resident for a tree to be planted at their expense – It was confirmed that this will be carried out in autumn.

The Chairman said that there was a lot of Ragwort on Community Orchard which needed to be removed. The Clerk said he would speak with Works Team and Cllr Grossmith said he had a petrol scythe they could use. It was confirmed that the Community Payback Team will return in August and they may be able to help with clearing the area once cut down. The Chairman confirmed that there is a bonfire site and a compost area on site.

Mr Willis said that the Orchard is lovely but it needs to be kept clear of these sorts of weeds. The Chairman agreed and said she would take a look at the management plan for the Orchard.

ACTION POINT – Clerk to liaise with Works Team about cutting down the ragwort and then ask Community Payback team to clear the risings.

10. YEAR OF BIODIVERSITY

The Chairman said that there have been a few opportunities to raise this topic including the Walk for Malcolm. She also said that she had talked about this when she was interviewed for Radio Sussex about the Brains Trust Charity with Mrs Eastwood.

The Chairman reminded all of the event at 6pm on 9th December in Garden Room.

She also said that the Bat and Stag Beetle walk had been very good and was well received by those attending.

11. VERGES

- 1 To receive an update from Verge Management Working Group - The Chairman confirmed that the next meeting will be 10am on 21st August 2024 and that she hoped that a representative from Grastex would attend. She also said that Cllr May had prepared some details for the meeting. She said that money may be needed for small Community Road Verge (CRV) Signs.
- 2 The Chairman said that a resident in Furners Mead who had requested to look after a verge had decided to stop as the verge had been cut for a third time when it should have been left. She also said that help had not been forthcoming from neighbours. It was agreed that this verge would be discussed at the Verges Management WG next month. The Chairman confirmed that she like a thank you to be sent to the resident.

ACTION POINT – PA to prepare a letter for Chairman to send.

Cllr May said that HDC had offered more bulbs for Deer Park Wild Way area as well as plugs for enriching the areas. It was agreed to accept these bulbs and plugs. Cllr May said that a volunteering session would be needed to get the bulbs planted.

ACTION POINT – Cllr May would liaise with HDC about the bulbs and plugs.

12. TRAILS AND SAFE ROUTES

- 1 Walk for Malcolm – The Chairman confirmed that over £2000 including Gift Aid was raised for the Brains Trust Charity.
- 2 Henfield Trails – The Chairman said that all trails are on Hidden Henfield Website, which is managed by Henfield Community Partnership (HCP). She also said that Mr Ainscough and Mrs Willis had agreed to look at this further. Mr Willis said that he felt the maps currently provided are not as helpful as some he has seen in other areas. It was agreed that a few of the existing maps be offered to Stokes and that visitors should be directed to the Hidden Henfield Website. (hiddenhenfield.co.uk)
Cllr Grossmith said that he felt that the website shouldn't be lost.
The Chairman said that the footpath between Daisycroft and the Common is very uneven and wondered whether anything could be done. The Clerk said that the footpath is in the Crown Estate and the Chairman agreed to liaise with the Public Rights of Way (PROW) team at WSCC.

ACTION POINT – The Chairman to liaise with PROW at WSCC.

The Chairman said that the Common Causeway is over grown and that the Works Team will take a look in next few days or week.

13. FOOTPATH APPLICATION OVER SPRINGLANDS LANE

This was covered under matters arising.

14. WORKS TEAM

- 1 To consider the purchase of a new Mower – The Clerk confirmed that this was purchased and is in use.
- 2 The Chairman said that she felt regular meetings with Work Team every two or three months would be useful. She also said that they were cutting back the footpath by the back of the Henfield Hall.
Cllr May queried the time of year for cutting the grass at Pinchnose Green.
The Clerk said that there had been a number of complaints about the quality of the recent grass cutting in Staples Barn. It was agreed that the contractor could be asked about this when they attend the Verge Management WG meeting next month.

15. CLERKS REPORT

The Clerk confirmed that at the end of June 25% of the financial year had elapsed, and 15.4% of the ROS budget had been spent. He also said that since then grass cutting invoices totalling £2,668.00 had been paid and a new mower had been purchased for £660.00, so it is likely that ROS will be nearer budget at the end of July.

The Chairman said that it had been helpful to have had a meeting with Clerk about Budgets before this meeting. She said that some of the Nature Recovery and Support reserve would be used for the costs incurred for the Walk for Malcolm and the event on 9th December. Cllr May said that the trees that will be planted in the Autumn on the Kings Field will need protection from footballs. The Chairman said she felt there should be enough money in Trees or Nature Recovery Budget if needed for the tree protection.

16. CORRESPONDENCE

- 1 South Downs National Park Authority - July Newsletter – This was noted.

17. ANY OTHER URGENT MATTERS TO BE RAISED BY COUNCILLORS

Cllr Grossmith said that the Padel courts were still requiring work for the Leisure Centre with regards rainwater and drainage. He hoped that larger tanks between 10,000 – 15,000 gallons would be installed underground at a cost of approximately £11,000 and that this would help with watering trees and providing water for flushing in the toilets. He anticipated that a lockable tap would be fitted. Potable water would still be needed for the kitchen, basins and showers. Cllr May confirmed that the BP Guild have a water bowser if needed. Cllr Grossmith said it was hoped that run off from Padel courts would be negligible and that as rain water would be collected this may assist with drainage on the playing field.

18. DATE OF NEXT MEETING

25th September 2024

The Meeting closed at 11.40am.