



HENFIELD PARISH COUNCIL

Meeting of the Village Amenities Committee held on Wednesday 9th October 2024 at 10.30am at the Henfield Hall

Present: Cllrs Morgan (Chairman), D Jemmett, J Jones, S Leader, R Shaw, A Willard and E Goodyear.

In Attendance: Mr K Wright (Clerk), 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 R Kendall.

3. **APPROVAL OF MINUTES OF THE MEETING 11th SEPTEMBER 2024**

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

4. **MATTERS ARISING**

1. Cemetery Lights – The Clerk confirmed that the heads of the bollards had been returned to DW Windsor and that they would contact the office by the end of the week with details of when they will commence the work.
2. Flower beds in Bishops Close and Coopers Way – The Chairman said that the ongoing gas works at the development was delaying completion of the site but that the developers had agreed to make good the grass verge there at which time Stonepit Nurseries would be asked to plant.
3. Twitten at Bishop Lane/Craggits Lane – The Chairman said that Recreation & Open Spaces Committee (ROS) would decide whether to apply for a Definitive Map Modification Order (DMMO). He said that he had identified two of the three landowners. He also said that if the application was made then 20 people would need to confirm that the route had been used continuously as a Public Right of Way (PROW) for at least 20 years.
4. Electric Vehicle Charging at Fabians Way – The Chairman confirmed that the Clerk had written to WSCC about these charging points but had not received a response. He said that it seemed that WSCC did not take account of the Parish Council's comments when consulting on the location of electric car charging points.
5. Verge Maintenance – The Chairman confirmed that the Working Group had recently met and that Cllr Perry is preparing a document which it was hoped would be ready for to Full Council in December.

The Chairman adjourned the meeting.

OPEN FORUM

There were no members of the public present.

The Chairman adjourned the meeting.

5. **CHAIRMAN'S ANNOUNCEMENTS**

The Chairman said that there had been many comments about the speed of cars using West End Lane. Cllr Goodyear said that the data produced by the Speed Indicator Device (SID) suggested that 96% of drivers were driving within the speed limit and therefore only 4% of drivers speeding. She felt it would be difficult to slow the speed down without a reduction in the speed limit on this road. She said that she considered a greater problem to be drivers turning out of the Barratts estate and not looking both ways before driving off. The OM said that she had seen reported that Sussex Police had withdrawn from the Safer Roads group and that she was not able to get any response to her sending them the data retrieved from the SIDs. She said that when she had published the details of speeds at this road before it had not been well received by the public. The Chairman said that it would be useful to write direct to the Chief Constable of Sussex Police to ask for an update on the problem parking at One Stop as well as finding out the reason for the Police force stepping back from the Safer Roads.

Cllr Shaw said that the newly repaired flashing speed sign at Manor Way was very helpful to remind Drivers of the speed limit on that part of the road.

Cllr Goodyear reminded all that the three year Business Plan is due for renewal next March and asked that if this committee has something that might be added to the Business Plan then it also needed to be considered in next year's Budget. She said that the previous Business Plan had wanted to create a vibrant High Street. She also suggested that if an Active Flood Signs was being considered for Mock Bridge this needed to be considered in the next budget. She said that she believed that the Parish had achieved approximately 50% of what was set in Business Plan. She asked for suggestions to be passed to OM. The Chairman said that storage for Works Team should be a high priority.

6. **CAR PARK SEASON TICKETS**

The Chairman said that Cllr Perry had asked for this to be revisited as a number of High Street residents had approached her on this matter. By way of background the Chairman confirmed that HDC had allocated 31 Season Tickets for businesses for the Library car parks but that only 21 had been taken up. He wondered whether the other 10 should be offered to residents in the High Street. Cllr Goodyear wondered whether business were aware of this scheme and whether Henfield Community Partnership (HCP) could circulate details to businesses. The Chairman said that the car parks aren't as full as they were before a charge was introduced. The Chairman agreed to contact HCP about these Season Tickets. It was agreed that these remaining season tickets would not be offered to residents in the High Street.

ACTION POINT: The Chairman would contact HCP about the Season Tickets.

7. **IMPROVED BUS SERVICE**

OM confirmed that this had been requested to remain on the agenda to try and monitor how well used the new service was. Cllr Goodyear said that the reduced price tickets would be coming to an end soon and that may affect the use of the service. The Clerk said that the buses on this route were very new and quite busy on the occasions that he had used them. The Chairman said it would be helpful if Cllr Sarah Payne could provide more details.

ACTION POINT: The Chairman would contact Cllr Payne and ask for the data if she was aware.

8. **VILLAGE MAP**

The Chairman showed the map but confirmed that Henfield had the Oldest and still existing Scout Troup. The OM said she thought that HCP may ask for assistance with funding these maps.

ACTION POINT: The OM would contact Mr Willis about the error on the wording and find out what he had hoped for from the Parish Council.

9. **REMEMBRANCE AND VE DAY CELEBRATIONS**

The Chairman said that he had met with Mr Broadley and discussed him shadowing the service and parade this year with a view to taking over next year. He said that all the invitations had been sent out for the various events.

10. **CONSIDER QUOTATION FOR WINTER PLANTING**

The Chairman said that the quote was an increase of £100 on last year's price but he felt that they had been long lasting and very attractive.

It was PROPOSED by the Chairman, SECONDED by Cllr Shaw and AGREED BY ALL to the quote from Stonepit Nurseries for the planting of the Winter display for £400.00.

ACTION POINT: The OM would contact Stonepit Nurseries to confirm this.

11. **VILLAGE ENTRANCE SIGNS**

The OM confirmed that the Blacksmith had almost finished the posts for the Entrance Signs

1. Flower baskets – The OM said that the baskets could still be used and once filled they would add colour to the signs.

12. **CEMETERY**

The Chairman thanked those that had helped with the recent cemetery inspection.

1. Consider work to raised circular beds – She said that the Community Payback Team (CPB) have removed the weeds, some roots and put down the membrane. She said that it would require up to two bags of slate at £140 each for a ton bag for the two beds. She agreed to send details of the colours available.

It was PROPOSED by Cllr Jones, SECONDED by Cllr Shaw and AGREED BY ALL to purchase two bags of slate at a total of £280.00.

ACTION POINT: The OM would send details of the colours of Slate chips.

2. Infant Memorial – The Chairman said that this area was looking good.
3. The Chairman said that the area from the Lychgate could do with brightening up with some flowering shrubs. The CPB would be asked to clean the lynch gate and the sign previously made by Mr Osgood.

Cllr Jones asked whether the rest of the path might be renovated and repaired. Cllr Goodyear indicated that these improvements could be included in the business plan. It was agreed that the Rose Arch would be looked at again to decide if it would benefit from being raised by installing bricks, and whether new roses were needed or the current ones needed cutting back. Cllr Willard questioned whether the Garden Club would be willing to look after the Roses but the Chairman felt that this area could not just rely on volunteers.

It was PROPOSED by Cllr Jones, SECONDED by The Chairman and AGREED BY ALL to purchase bulbs up to £500.00 to be planted in the cemetery.

It was also agreed that the CPB would be asked to clear the spoil heap, cut the shrubbery and clear the area cut out the docks and plant bulbs.

ACTION POINT: The OM would liaise with the Works Team to allocate this work to the CPB Team.

13. **STREET SCENE**

1. Consider quotation for surround to Indian Bean Tree –

It was PROPOSED by the Chairman, SECONDED by Cllr Jones and AGREED BY ALL to purchase 4 lengths of Titan, prerolled to a 1.3m Radius at a cost of £364.00 plus delivery of £112.00 plus VAT.

It was also agreed that slate chippings would be added to this surround to finish off the area if there was some left after the cemetery beds had been completed or to purchase more if required.

2. Consider request for further cycle rack in the Village Square – The Chairman said that this had come from a resident. He said that he would speak to the owner of the Laundrette and request that the sign is no longer chained to the cycle rack. The Chairman reminded all that there are cycle racks in both car parks. Cllr Willard suggested a sign be fixed to this rack with jubilee clips saying that additional racking is in both car parks.

ACTION POINT: The OM would get quote for small sign for cycle rack. The Chairman would speak with the laundrette owner about removing the sign from the existing cycle rack.

3. Weed growth in road gutters – The Chairman said that WSCC had been spraying weeds in some roads earlier in the day including Broomfield Road and that HDC would be sending out sweepers to clear away the detritus.

14. **CLERK'S REPORT**

1. Financial update – The Clerk said that by the end of October 58% of the financial year would have elapsed and that spending was 63.2% of budget. He said one of the reasons for this was an error by EDF on crediting payments to the Coopers Way car park rather than the Link Road and this had resulted in a refund and a then a second payment. He said that receipts for the cemetery were 65.7% of budget.

The Clerk confirmed that he and the Chairman would meet to discuss next year's budgets before bringing back to this Committee.

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 13th November at 10.30am.

The meeting closed at 11.25am.