



## **HENFIELD PARISH COUNCIL**

### **Meeting of the Village Amenities Committee held on Wednesday 13<sup>th</sup> November 2024 at 10.30am at the Henfield Hall**

**Present:** Cllrs Morgan (Chairman), J Jones, R Kendall, S Leader, R Shaw and A Willard.

**In Attendance:** Mr G Fort (Assistant Area Highway Manager - WSCC) 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 D Jemmett.

3. **APPROVAL OF MINUTES OF THE MEETING 9<sup>th</sup> OCTOBER 2024**

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

4. **MATTERS ARISING**

1. Cemetery Lights – The Clerk said that the lights have been re-installed but had tripped the switch when turned on. A circuit inspection is recommended and it was agreed that the Clerk would approach an electrician to carry this out.

**ACTION POINT: The Clerk to arrange for a quote for this work.**

2. Raised beds in cemetery – The Chairman confirmed that this work had more or less been completed and improved the look of the area. The OM confirmed that a little more slate was needed and that this could be used from the slate about to be ordered for the Indian Bean Tree in the Village Square.
3. Flower beds in Bishops Close and Coopers Way – The Chairman confirmed that Bishops Close would be planted when the current building work was completed.
4. Verge Maintenance – The Chairman confirmed that the final meeting of the Verge Management Working Group was the following day and that a report would be sent to Full Council for approval.
5. Village Entrance Signs – The Chairman confirmed that the signs have been returned and wondered whether Henfield Parish Council was needed at the bottom of the Coat of Arms. It was agreed that this was not necessary for the signs as the metal posts had Henfield included on the holder for the signs. It was agreed to ask the designers what they recommended for the Coat of Arms and agreed that the wording could be used if desired or not. Cllr Willard suggested that the Signage Working Group may want to assist with decision making for the Coat of Arms.
6. Cycle rack sign – The Chairman confirmed that the sign is now in place and that he would speak with the owner of the Laundrette about moving their sign when he returned from holiday.

**ACTION POINT: The Chairman would speak with the Laundrette Owner when he returns to ask him to remove their sign.**

*The Chairman adjourned the meeting.*

#### **OPEN FORUM**

The Chairman asked Mr Fort if anything could be done at the two roundabouts on Church Street at junction of Broomfield Road and Fabians Way to try to reduce speed. He explained that the Speed Indicator Devices (SIDs) had picked up a number of cars driving way in excess of the speed limit. Mr Fort agreed to look at this policy when back at the office and report back.

Cllr Shaw asked about roads coping with additional developments and Mr Fort said that this was dealt with by another department and that their responsibility would be to comment on the risk to a highway.

The Chairman suggested that it would be helpful if Mr Fort could return to the village and walk through the problem areas including the junction of the High Street with Furners Lane, Church Street and Neptown Road, Mock Bridge and Barrow Hill. Mr Fort agreed but stressed that he covered all of Horsham District.

Mr Fort confirmed that WSCC cleaned the gullies regularly but with 187,000 gullies in the district this took considerable time. He stated that the top of the road, such as the drain covers were the responsibility of HDC and anything below, such as gullies is the responsibility of WSCC. The OM confirmed that HDC's road sweeper came every Monday but would have to go around parked cars. She also re-iterated that individuals could report specific problems to HDC online.

In response to Cllr Shaw's question on the likely new development at Parsonage Farm Mr Fort said that HDC would make comments about what entry point was needed and then approach WSCC about specifics.

Mr Fort said that he would be happy to receive queries on signage at Barrow Hill in relation to freezing or flooded conditions as well as the data received from the SIDs

He also said that he would take a look at Active Travel and he was aware that they were looking at a project in Billingshurst at the moment. He said that there was a trial taking place in Worthing whereby the road around a school is closed completely for 20 minutes twice a day for drop off and collection of students. He advised that he was first point of contact within WSCC. Mr Fort added that most road suggestions take about three years to implement. He said that he looked after three stewards, who in the last three months had dealt with 3,802 enquiries. The Chairman thanked Mr Fort for his time.

*Mr Fort left the meeting at 11.05am.*

**ACTION POINT: The OM to send details of Active Travel issue and SIDs Data to Mr Fort.**

*The Chairman reconvened the meeting.*

5. **CHAIRMANS ANNOUNCEMENTS**

The Chairman said that was another round of consultation about electric car charging points at Wantley Hill. The Clerk showed the map with the proposal and agreed to look at the deadline for comments. It was suggested that a sign should be erected nearby with deadline date and how to respond for residents. Cllr Kendall said that he's like to look at area before commenting. The Chairman said that the works team had requested another bollard for Village Square but that this was no longer needed.

**ACTION POINT: The Clerk to confirm date and agree wording for a sign to be put on the lamp post near proposed site in Wantley Hill.**

6.

**CONSIDER BUDGETS FOR FORTHCOMING YEAR 2025/26**

The Clerk said that the increase in Cemetery budget was to take account of suspected increase in costs for grass cutting and maintenance of the paths. He also said that the increase in hanging baskets and flowers was because of the inclusion of Coopers Way and Bishops Lane from next year.

**It was Proposed by the Chairman, seconded Cllr Kendall and agreed by all to accept the Budgets, reserves and provisions for Village Amenities Committee.**

7. **VE DAY CELEBRATIONS**

The Chairman said that it may be worthwhile to get a group together to discuss further. Cllr Jones said that she felt it should be more like a celebration rather than a memorial. The Chairman requested that this be raised again at the January Meeting. The Clerk said that Cllr Goodyear had also asked that this be raised at the Full Council Meeting in December.

**ACTION POINT: The Clerk to ensure this was on the agenda for Full Council meeting in December and the OM to ensure it was on the January Agenda for this Committee.**

8. **CAR PARK SEASON TICKETS**

The Chairman said that Henfield Community Partnership (HCP) had circulated details to businesses, but that there had not been another meeting and so this matter was to be raised again next meeting.

**ACTION POINT: The OM to ensure it was on the January Agenda for this Committee.**

9. **SPEED INDICATORS AND TRAFFIC CALMING**

This was discussed earlier.

10. **REQUEST FOR FURTHER DISABLED PARKING BAYS IN COOPERS WAY CAR PARK**

The Chairman confirmed that this had come through Cllr Perry. Cllr Shaw suggested that all the disabled bays should be together and that signage would help. All felt it was right to have the national standard for disabled bays in the car park and it was agreed that the Clerk would respond to HDC. The Chairman said that this issue was already part of the discussions with HCP and Sustainable Henfield (SH2030).

11. **CONSIDER FUTURE WORKS TO WANTLEY ROUNDABOUT**

It was agreed that this had been covered in the Open Forum.

12. **CONSIDER OPENING THE PUBLIC CONVENIENCES ON SUNDAYS**

The Clerk said that it would cost an additional £1,200 per annum to open the toilets on Sundays. It was agreed that this be implemented immediately for a trial of three months.

**ACTION POINT: The Clerk to liaise with cleaner over Sunday opening and cleaning.**

13. **CEMETERY**

1. Consider quotation for construction of compost bays in spoil area – The Chairman said that the Works Team were rethinking this idea and it was agreed to carry this over to the next meeting.
2. Consider purchase of materials to edge the Infant Memorial – The OM said that the Works Team were making something for this project but that some flower holders would be useful. It was agreed that a few flower holders would be purchased at £7.00 each.

**ACTION POINT: The OM to ensure it was on the January Agenda for this Committee and to purchase a few flower vases.**

3. Wildflower area – The OM said that the Works Team had planted 500 small daffodil bulbs in cemetery. It was agreed to get a quote for Snow drops for the shaded areas in the cemetery.

**ACTION POINT: Cllr Jones agreed to send the OM the names of some suppliers and the OM to investigate costs of Snowdrop bulbs.**

4. Rose arch – The Chairman confirmed that the Works Team had pruned the roses and that no further work was needed at this stage

14. **STREET SCENE**

1. Surround to Indian Bean Tree
  - a) Consider purchase of slate – The OM said it would be helpful to have the same colour as was used in the cemetery and it was agreed to purchase a third bag of the Plum Slate.

15. **CLERK'S REPORT**

1. Financial update – The Clerk confirmed that 58.3% of the financial year had elapsed and that expenditure was at 72.7% of budget, mainly due to the cost of the Christmas Lights earlier in the year. He also confirmed that Cemetery income was 74% of budget. He said that car charging income is 166% of budget.
2. Any further updates – There were none.

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

Cllr Shaw confirmed that two of the dog bins on the Deer Park Phase three have been removed by the Management Company to save money. It was agreed to monitor the situation. He also said that he expected any new developments to have Management companies in the same way that look after bins, dog bins and the roads. The Chairman reminded all that these residents do not get a reduction in their council tax.

Cllr Kendall said that there were a number of brambles to the left of the flower bed in the car park and the Chairman agreed to take a look and report back to the office.

Cllr Willard said that this Remembrance Parade had been his first even though he had lived in Henfield for 20 years and he said he had been very impressed with the event and the numbers of people who attended. The Chairman confirmed that Henfield was one of the few villages that still held a parade and had live marching band.

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

Wednesday 8<sup>th</sup> January 2025 at 10.30am

The Meeting closed at 11.55am.