



HENFIELD PARISH COUNCIL
Meeting of Recreation & Open Spaces Committee held on
Wednesday 26th February 2025 at 10.00am in the Henfield Hall

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

In Attendance: Cllr S Leader, Mr J Bowes (Henfield Football Club - HFC) Mr P Samrah (Henfield Cricket Club - HCC), three members of the public, Mr K Wright (Clerk), Mrs R Grantham (Operations Manager (OM)) and Mrs B Samrah (Parish Administrator (PA)).

MINUTES

1. DECLARATION OF MEMBERS INTERESTS

Cllr Jemmett declared an interest in item 8 - Henfield Cricket Club.

2. APOLOGIES

Were received from Cllr Ayres.

3. APPROVAL OF MINUTES OF THE MEETING HELD 27TH NOVEMBER 2024

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

4. MATTERS ARISING

- 1 Playing Field Strategy – Notes and Map sent to Mr R McDonald at HDC – This was noted.
- 2 Signs for by the Swales – three have been erected by Works team around perimeter – This was noted.
- 3 Community Road Verge Signs – The Chairman will liaise with works team on a meeting to discuss location.

ACTION POINT: PA to suggest some dates and co-ordinate a meeting.

The Chairman adjourned the Meeting.

OPEN FORUM

Mr Bowes said that he hoped that the parking at this year's proposed tournament would not be a problem. Cllr Grossmith said that the Leisure Centre would want to cordon off some parking spaces for their users especially as the new Padel Courts would be open by then. It was agreed by all to approve the Tournament on 17th and 18th May.

Mr Cronin said that he was part of the HFC set up and was involved mainly with under 8s and had wanted to set up a separate training course for young children and had been using the Rothery on Tuesday afternoons at 5-6pm. He said he checked parents' parking and would cancel in the event of bad weather to prevent damage to the pitch. Mr Cronin said that although he would like to continue using the Rothery he realised it was short term solution. Mr Bowes said that HFC would be given priority over the use of any pitches at the Rothery or Kings Field.

Cllr Kendall stressed that he did not want this to set a precedent for other users. It was confirmed that if others wanted to use any of the Playing Fields, they would need to seek approval from Henfield Parish Council as well as HFC. It was agreed by all to allow the football training to go ahead.

Mr Bowes said that he had met with Grasstex and drainage was discussed at the Kings Field, Rothery and Memorial Field. He added that the Kings Field drainage had improved since the building work had commenced at the Leisure Centre. Mr Bowes said that he would be hoping to get two quotes for work required but was finding it difficult to find contractors to carry out the work. The Chairman said that in the past when contractors had come to look at how to improve the condition of the playing fields there had been often very different recommendations as to what was needed. He thought that any remedial work was likely to cost £11,000 – 12,000 per pitch to bring the pitches up to a suitable standard. He confirmed that the Kings Field was the preferred pitch and that the Memorial Field was used by junior teams outside of the cricket season. It was confirmed that future contact between HFC and HCC should be via Mr Pheasant at HCC.

Cllr Leader said that she had met with the head of St Peter's School and they hoped to have a path created and made possibly from TigerMulch on the edge of the Kings Field from Deer Park to the gate in the middle of the School fence to provide an entry point for children coming in from Deer Park. The Chairman said that when a similar plan was raised a few years ago, the Deer Park Management Company had been resistant to this plan because of a likely increase in cars entering the estate. It was recommended that

before any final arrangements were considered that the Management Company would need to be approached again. Cllr Leader said that the path would be geared towards Active Travel for children walking from Deer Park and Wantley to school rather than encouraging car drop offs in Deer Park. She also confirmed that any changes would have to be agreed by Active Travel at WSCC as well as the Kings Field Trust. The Chairman said that she would want confirmation that the material being suggested would not prevent good drainage and not damage any trees nearby nor would microplastics break off and seep into the water course. She also suggested that it would be useful include Access Henfield in any discussions.

Cllr Leader, Mr Bowes and one member of the public left the meeting at 10.37am.

Mr Samrah said that he wanted to find out about whether the Parish Council were in a position to commit to having the HCC car park repaired. Cllr Grossmith said that by using a semi permeable surface then planning permission would not be needed and he said that the new car park surface at Leonardslea Gardens was a very good surface as it looks like gravel but is self-binding and does not move. The Clerk said that there were funds in the ROS Playing Field Reserves to go towards this project or that it might require asking at the next FRC committee Meeting.

Cllr Grossmith said that he thought the project could be completed for approximately £14,000. Mr Samrah said that HCC had funds available to cover their 25% of costs and agreed to liaise with Cllr Grossmith and get three quotes for the project. He said that HCC would like to work carried out as soon as possible. It was agreed that this would be mentioned at next FRC meeting and that HCC would keep the Parish Council informed of any developments.

Mr Samrah said that it was hoped to have Presidents Day later in the season and this is likely to involve teams from sponsors of HCC.

Two members of the public wanted to know what was happening with regards the Definitive Map Modification Order (DMMO) for Craggits Lane and Bishop Close. It was confirmed that the paperwork had been completed and would be submitted to WSCC the following week. One of the people said she had concerns about cars using Craggits Lane to and Cllr Simmonds said that all scout parents were told to use the Library car park and the same would apply for those using the Community Scout Hut in the future. The Chairman explained that this DMMO was to ensure that pedestrians who currently enjoy access over the footpath can continue to do so even if the land ownership changes. She confirmed that granting of a DMMO is to keep status quo not making any new paths. The Clerk said that the footpath sign was rotten and would be reported to WSCC to re-instate.

Two members of the public left the meeting at 11am.

The Chairman reconvened the Meeting.

5. CHAIRMAN'S ANNOUNCEMENTS

- 1 The future of land owned by HDC within Henfield Parish – The Chairman said that the Council needed to be aware of the opportunities and threats that would come with additional land and buildings at devolution. She agreed that staffing and finances would also need to be considered. She asked that all send any suggestions to the Parish Office so a comprehensive list of buildings, land and other assets could be prepared hopefully in advance of the HDC Chief Executive speaking at the March Parish Council Meeting. (Including Car parks, Tanyard Field and Barn, Public Conveniences, Commons)

Mr Samrah left the meeting at 11.05am.

6. PLAYING FIELDS

- 1 Youth Club – 12th July – Family Fun Day on the Kings Field - Public Liability Insurance, Risk Assessment and Application attached. It was agreed by all to allow this event to go ahead.

ACTION POINT: PA to Liaise with the Youth Club.

- 2 Grass cutting – Contractor Price to remain unchanged for 2025 – this was noted and welcomed. It was agreed to remain with current contractor.
- 3 Kings Field – To consider request from St Peter's School and CYP to instal a TigerMulch footpath along the edge of School Fence for pedestrian access to school – This was discussed in the Open Forum.
- 4 Outdoor Gym – To consider a joint project with CYP Committee – It was agreed that CYP would be asked to get a proposal for what was required.

7. HENFIELD FOOTBALL CLUB

- 1 Henfield Tournament - 17th and 18th May 2025 – Public Liability Insurance Risk Assessment and Application – This was discussed under the Open Forum.
- 2 Use of Rothery & Kingsfield for Private Football Training and advertising – Public Liability Insurance, Risk Assessment, Application - This was discussed under the Open Forum.

8. HENFIELD CRICKET CLUB

- 1 To consider repairs/renovation to Cricket Club car park – This was discussed under the Open Forum.

9. TREE WORK

- 1 Trees for the Kings Field – to receive an update – Cllr May confirmed that the Works Team, the Chairman, Mr Willis and she had planted a number of trees on the Kings Field and all were doing well.

10. COMMUNITY ORCHARD

- 1 Planting of two Plum trees – to receive an update – The Chairman confirmed that these had been planted and that the relatives had organised signs for them. She also said that another tree had been added at the rear of the Orchard in memory of someone close to Works Officer. She said that she was still waiting to hear from the Scouts when they wanted to come along and assist again.

11. VERGES

Cllr May confirmed that the Wantley Hill and Manor Way verge proposals had been agreed at FRC and would be discussed at the next Full Council Meeting. The Chairman said that she hoped that next autumn she would like to add some more crocuses to the Crocus Ribbon. She also hoped that it might be possible to buy some snowdrops in the green for the verge at Manor Way and opposite Fabians Way roundabout. The Clerk confirmed that there were funds available.

12. TO CONSIDER CHANGES TO LATEST COUNCIL DRAFT TERMS OF REFERENCE

The Chairman confirmed that FRC Committee have asked each committee (ROS, VA and CYP) to look at the changes proposed before being submitted to Full Council.

Cllr Kendall said that he thought it was good idea, he felt it helped eliminate overlapping problems seen in the past but wondered why Cemetery was not included in Community Committee. He also said that he felt travel in Community Committee and Children's Active Travel in CYP Committee was an overlap or that the wording needed to be more precise. Both Cllr Grossmith and Simmonds agreed but stressed the need to have no ambiguity over the individual terms.

Cllr May asked about budget allocations and the Clerk confirmed that budgets would not be altered but would be allocated to the new Committees.

It was agreed that the time a meeting took would depend on the Chairman and it was envisaged that some matters of events having taken place or confirmations that something had been carried out could be reported in a monthly email to councillors rather than as Matters Arising on the agenda. It was also suggested that items regularly included in agendas may only be included very two or three months rather than every month.

There was some discussion about the cemetery, and it was confirmed that the only likely major decisions over the next couple of years would be to review fees.

Cllr May wondered whether Councillors could have influence on budget setting and the Clerk confirmed that individual committees would still set budgets based on historical data as well as what was expected within the next financial year and he used the cyclical nature of the tree survey every three years with tree surgery being carried out in between times being a consideration of how much budget was set aside for trees. Cllr May said that she would like to have input into green issues on the IDP. It was confirmed that VA Committee and CYP Committee would also review the change in Terms of Reference and then it would be submitted to the Full council if general agreement was reached or may require further discussion at FRC if not.

13. TRAILS AND SAFE ROUTES

- 1 Henfield Trails – to receive an update on Henfield Map – The Chairman said there was nothing to report although she was aware of a cycling group who are making recommendations. Cllr Kendall said that he thought a number of their suggestions when discussed at VA Committee were matters related to Active Travel.
- 2 Definitive Map Modification Order (DMMO) Craggits Lane and Bishop Close – This was covered in the Open Forum.
- 3 Footpath in front of Self-Help Garage – Request to apply Scalpings, approximate cost £250. The Clerk said that before any work was carried out it would be necessary to get the approval of the relevant land owners.

Subject to the landowners' approval it was **PROPOSED** by the Chairman, **SECONDED** by Cllr Kendall and **AGREED** by all to go ahead with the application of Scalpings at a cost of up to £250.00.

ACTION POINT: The Clerk would speak with Cllr Morgan or Works Team to establish ownership and speak with Landowners to get their agreement on the application of Scalpings.

- 4 Blackgate Lane – Repair of Posts – To receive update - The Chairman said that the existing post was wearing away and wondered whether it could be repaired, she had some oak if the Works team could carry out the work. Cllr May said she had spoken with residents nearby and the feeling was that they did not want a modern replacement. The Chairman agreed to liaise with Works Team when she saw them.

14. WORKS TEAM

The clerk confirmed that they were currently installing the new Village Sign.

15. CLERKS REPORT

The clerk confirmed that 83.3% of the year had elapsed and this Committee had spent 60.3% of its budget. He said that none of the Playing Field Maintenance Budget had been spent.

16. CORRESPONDENCE

- 1 From the Woodland Trust - Lost Woods to Loved Woods – This was noted and the Chairman said that she was pleased that special mention had been made of the Parish Council's Year of Biodiversity in 2024 as well as other initiatives in Henfield.

17. ANY OTHER URGENT MATTERS TO BE RAISED BY COUNCILLORS

Cllr May confirmed that HDC had planted 3 new trees in Fawn Rise. She also asked whether ROS could have some input on the Leisure Centre car park lights as they are actually in the grass of the Kings Field. The Clerk confirmed that they were Car Park Lights and that an electrician had confirmed that the posts were unsafe and needed replacing as spare cover plates could not be found and therefore they could not be renovated. Cllr Kendall said that VA Committee had made the decision as it was within their Terms of Reference. The Chairman confirmed that each committee must respect decisions made by other committees.

18. DATE OF NEXT MEETING

- 1 26th March 2025.
- 2 Consider change of day for meetings from April – PA said that Wednesday mornings from April would not be possible in the Rear of the Garden Room, it was agreed by all that Thursday mornings for regular meetings would be fine.

The Meeting closed at 11.47 am.