

HENFIELD PARISH COUNCIL



**Meeting of the Children and Young People Committee
held on
Wednesday 22nd February 2023 at 10.30 am in the Henfield Hall**

Present: Cllrs C Simmonds (Chairman), A Donoghue and E Goodyear.

In attendance: Mrs R Grantham (Operations Manager- OM).

AGENDA

1. **DECLARATION OF MEMBERS INTERESTS**

None.

2. **APOLOGIES**

Cllrs N Farrell and J Potts

3. **APPROVAL OF MINUTES OF MEETING 18th JANUARY 2023**

The Chairman reminded the committee that the time and dates of the meeting may need to be altered. This can be discussed under item 13.

Approved. Signed and dated by the Chairman.

4. **MATTERS ARISING**

1. Henfield Club Membership Fees

This has not yet been finalised, however it has been agreed that 16 to 18 year olds are welcome in Henfield Club on a Friday and Saturday evening without paying a membership fee, on the basis that they cannot use the snooker tables. If they wish to use the tables they will need to join as a member at a reduced rate.

2. DBS Checks

This is ongoing. Cllr Donoghue and Simmonds both arranged a day to attend the Parish Office to complete the application with the OM. It was noted that Cllr Farrell and the OM already have DBS checks.

3. Noticeboard

The Chairman will refurbish the noticeboard in good weather.

OPEN FORUM

There were no members of the public present at the meeting.

5. **PROJECTS**

1. Improvements to Skate Park

A letter requesting a variation to £30,000 of the S106 pitch improvement funds has been sent to the developer, requesting that this amount is used for skate park improvements. This would leave £56,000 remaining for pitch improvements. Further quotations have been received with suggested designs for a potential extension to the south side of the park. It was noted that there are still plans for drainage works to the Kingsfield however it is not certain which area will be completed first.

2. UK Shared Prosperity Fund

The working group are making progress and have scored the potential projects according to detailed criteria. No final decision has been made and a further discussion will take place on the 28th of February. The projects include the following:

- Leisure Centre Kids Club, provision of a ceiling and/or mezzanine floor.
- Hub on the High Street, Goodness trial beginning March.
- Hub at the Club, launching end March at Henfield Club.
- Henfield Football Club, pavilion project.
- Henfield Youth Club, mezzanine floor.

Action Point: The Chairman to consider and discuss with the Henfield Club what improvements might be needed, for example décor, furniture, lighting or any other facilities.

3. Use of existing high street café

A trial will take place during Wednesdays in March 4pm to 6pm for an after school drop in at Goodness. There will be one free smoothie to each child on the launch night (1st March) as well as half price bubble tea. Flyers will be handed to school children as they get off the school bus on Monday 27th March by Cllrs Farrell and Donoghue. Loyalty cards have also been produced. Henfield Parish Council will fund the free smoothies and the remaining half cost of any bubble tea sold. If the trial is successful consideration will be given to making a formal arrangement going forward. DBS checked volunteers from this committee will attend to supervise along with the business owner. It is hoped that if this continues, a Youth Coordinator would be able to take over from the volunteers and that it may expand to additional days in the week.

4. Annual Parish Meeting

Cllr Goodyear and Farrell will present at the beginning of the meeting. There will also be an information stand with details on plans and projects. It is hoped some young people will also attend to assist with displays.

6. **RECRUITMENT OF A YOUTH COORDINATOR**

A proposal from Sussex Clubs for Young People (SCYP) was circulated prior to the meeting. It was agreed to make the following amendments to the proposal:

- Include management of Projects.
- Include establishing a Youth Forum and Youth Engagement.
- Emphasise the café is a 'drop in' not for scheduled activities.
- Include mention of existing Youth Club and that the feeder school is Steyning.
- Sessional Resources spend to be agreed by the Clerk or OM.

It was also agreed to change the term of the contract to two years not three, but mention there is the potential for it to become a permanent role. It was **PROPOSED** by the Chairman, **SECONDED** by Cllr Goodyear and **VOTED ALL IN FAVOUR** to accept the proposal from SCYP subject to the above amendments and Clerk approval of the contract.

Action Point: Cllr Goodyear to make the above amendments.

Action Point: The Clerk to look at the contract.

Action Point: The OM to check whether detailed census data is available for Henfield.

7. **BASKETBALL BACK BOARDS**

It was **all agreed** to support the Recreation and Open Spaces Committee proposal to replace the one damaged basketball back board as soon as possible as the court is well used all year round.

8. **REVIEW OF BUSINESS PLAN**

The Business Plan Action Plan was circulated prior to the meeting. The following points were noted:

- Engagement with young people is ongoing. A visit to the secondary school and Horsham Youth Forum has already taken place.
- Employment of a Youth Coordinator is currently being considered.
- Several activities and events have been planned for the Year of Young People (see item 10).
- A budget has been established and it is hoped a Youth Coordinator will develop a Young Peoples Plan.
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It was also agreed to add that the Committee is happy to work with and consult Henfield Youth Club.

Action Point: The OM to update the Action Plan document.

9. **FEEDBACK FROM OTHER GROUPS**

1. Survey of organisations
This is ongoing.

10. **EVENTS**

1. Henfield Club Launch
The launch will take place on 31st March. The Chairman will be in attendance to assist with any supervision and will discuss a potential non-alcoholic drinks promotion with the Club manager. It was agreed to purchase some snacks to put on tables.
2. Goodness Launch
This was discussed under item 5.3.
3. Skate Jam
This will take place in the summer 2023. It is hoped that the event can also serve as a consultation on skate park improvements.
4. Cinema Night
This is booked for the 27th May at the Henfield Hall, the film being Super Mario Bros. It was agreed to suggest a 5pm start rather than later in the evening.
5. Job Fair
As job fair have been handed to WSCC from Horsham District Council it was noted that this committee may now have to organise a job fair independently. This would be planned for October 2023. Henfield Community Partnership have agreed to make the initial contact with local businesses.

Action Point: The OM to check whether WSCC or Steyning Grammar intend to hold a job fair.

6. Coronation Event

A family fun day is planned for 7th May on the Rothery Field. The BP Guild has agreed to provide a marquee, run a BBQ and bar and would like to light the beacon. The start time was agreed for 3pm, the marquee will be available to use for craft activities before the bar opens later in the afternoon. The football club, youth club, leisure centre and local fitness trainer have all agreed to assist with activities similar to the Jubilee events. If a beacon is lit it would likely be at 9pm.

Action Point: The Chairman to ask whether the BP Guild could provide live music similar to the Beacon event for the Jubilee.

11. **CLERK'S REPORT**

1. Financial update
There is nothing to report.

2. Any further updates
None.

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

The OM asked whether some consideration could be given to a graffiti wall at the skate park, given the recent anti-social graffiti. As advised by the works officer, this could be installed using marine ply onto the acoustic wall to provide a smooth surface. It was agreed that this would be a good idea and to look at quotes. It is hoped that a wall could be launched at the skate jam event in the summer.

Action Point: The OM to arrange further information and a quotation for the next meeting.

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

Due to some Councillors having difficulty in attending day time meetings, it was agreed to change the time of the next meeting to later in the afternoon, therefore 29th March 2023 at 5.30pm in the Parish Office. Future meetings will be discussed at a later date due to imminent elections.

Meeting Closed at 12.20pm.