



HENFIELD PARISH COUNCIL
Meeting of Recreation & Open Spaces Committee
held on Wednesday 17th January 2024 at 9.30am
in the Henfield Hall

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

In Attendance: Two members of the public from Henfield Football Club (HFC), Mr J Willis (Tree Officer), 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

There were none.

3. APPROVAL OF MINUTES OF THE MEETING HELD 8TH NOVEMBER 2023

Cllr May confirmed that at item 9.2 from the previous minutes Saxon Weald had funded £1,000 and Rampion had funded £3,800 for planting. Apart from this amendment the Minutes were approved and signed and dated by the Chairman.

4. MATTERS ARISING

- 1 Youth Justice Service community reparation and immediate justice – it was agreed at CYP committee meeting on 9.1.24 that all contact should be via Youth Coordinator - this was noted.
- 2 All in one Picnic Benches for Kidders Lane – Cllr Grossmith said that his firm were disposing of 1 large all in one picnic bench and it was agreed that the Clerk would look at this when he visited the site to see if it was suitable. Cllr Grossmith also said he would speak with a local company to see if they had a similar item for sale.
The Chairman confirmed that ideally two all in one picnic benches were required for Kidders Lane, and assuming that one of those could be from Cllr Grossmith's supply the second one would need to be purchased.

IT WAS PROPOSED BY the Chairman, **SECONDED BY** Cllr May **and AGREED BY ALL** to purchase one all-in-one picnic bench at a cost of up to £500.00.

ACTION POINTS: The Clerk would look at the surplus bench with Cllr Grossmith and check suitability. Cllr Grossmith would enquire of cost from local business for picnic bench/table and either purchase that or purchase from supplier provided by PA.

The Chairman adjourned the meeting.

OPEN FORUM

Mr Willis wondered whether item 11.1 was in relation to Windmill Lane and the Chairman said that she wanted this matter discussed anyway; she described the site as down Windmill Lane towards Sandy Lane where there is a tarmac path, she said that the office had first become aware of this "closing" of what was thought to be a Public Right of Way (PROW) when the Fire Service made contact to say that they had recently noticed a gate blocking access and that the PROW team at WSCC also said that the land was private. It was agreed that PA would enquire of Land Registry who owned the access.

ACTION POINT: PA to make a Land Registry Search of the land and ascertain the ownership.

The two members of Henfield Football Club (HFC) said that they hoped the Committee would support the Football Tournament being proposed on 18 and 19th May 2024. She said that there would be less teams this year and the oldest age group would be under 14 years old. She also said that the lunch break would be extended so that the traffic problems that had occurred last year could be avoided. She asked if HFC could use the Parish Council's traffic cones and signage to prevent parking. The Chairman said that Henfield Community Partnership might be able to direct them to other organisations who might be willing to share. The member from HFC also said that this year they were hoping to improve recycling and rubbish clearance and the Chairman said she hoped that maybe they could include reference to the year of Biodiversity.

It was agreed by this committee to support the Football Tournament.

The Chairman also asked about the meeting between HFC and the Parish Council to discuss Storage and Licence Review which the Chairman of the Parish Council had been trying to organise with the Chairman of HFC. The Clerk said that the meeting ought to take place and agreement reached before the end of the financial year.

The Clerk said that he would look again at the electricity bill received for the Rothery which had been much higher than previous quarters and see if the unit usage was similar. He agreed to liaise with HFC.

Cllr Grossmith and the members of HFC left the meeting at 10am.

The Chairman reconvened the meeting.

5. CHAIRMAN'S ANNOUNCEMENTS

- 1 The Chairman reminded everyone of this Committee's commitment to organising an annual walk and she said that this year she hoped one could be organised in memory of the late Cllr Malcolm Eastwood who had always enjoyed walking the Parish and which his family would be very happy to be associated with him. She suggested it take place in August and confirmed she would be liaising with the family as well as Henfield Joggers and Henfield Community Partnership.
This was agreed by all.
- 2 The Chairman said that Henfield Leisure Centre had secured a £45,000 grant towards water conservation from Southern Water.
- 3 The clerk said that the Flail used very frequently by the Works Team had recently broken and that ATS had quoted £375.00 for its repair.

IT WAS PROPOSED BY Cllr Kendall, **SECONDED BY** Cllr Simmonds **and AGREED BY ALL** to pay £375.00 for this repair.

ACTION POINT: The Clerk would liaise with ATS and the Works Team about this repair as soon as possible.

6. HENFIELD FOOTBALL CLUB

- 1 Storage and Licence Review - to receive an update – This was discussed in the Open Forum
- 2 To consider request to hold Youth Tournament on 18th and 19th May 2024 – Application and Risk Assessment attached – This was discussed and agreed in the Open Forum.

7. PLAYING FIELDS

- 1 Playing Fields Strategy Working Group – The Clerk said that he had still not heard from Leisure Strategy and Client Manager at HDC after chasing twice and he agreed to call him in a week's time if he had still not heard back.
- 2 Rothery Field – large holes created by animals appearing on surface – It was confirmed that these were being filled with earth by HFC.

8. TREE WORK.

- 1 Henfield Tree Canopy – Cllr May confirmed that nine of the ten cherry trees had been planted in Flower Farm Close and the final one was expected next week. The Chairman suggested that a plaque could be put on the tree outside the late Cllr Nigel Stevens' home in recognition of his commitment to the Parish Council. The Clerk agreed to speak to the family.

ACTION POINT: The Clerk would liaise with the family and find appropriate wording for the plaque if required.

Cllr May asked whether other areas could also be considered for trees and suggested play areas. The OM said that these were looked after by CYP Committee who were considering shade for play areas.

Two possible areas considered were in Kings Field Under-fives' play area in the middle of the round bench and along the boundary of the Kings Field at the edge of the Leisure Centre Car park and facing the Skate Park.

ACTION POINTS: Mr Willis and Cllr May agreed to look at the suggested areas when next out and about. The OM agreed to raise the matter at the next CYP Committee Meeting.

- 2 TPOs – Cllr May confirmed that four more trees had been added to Ancient Tree Inventory.

9. COMMUNITY ORCHARD

- 1 Request from Resident for a bench to be placed there at his expense – The Chairman said that she had spoken with resident but that costs and choice of bench were not yet agreed. Cllr Simmonds offered to ask the Blacksmith about details for a possible metal bench when he was speaking to him about the Commemorative Bench for the Village Square.
The Chairman thanked Mr Willis and Mr Baker for the planting of the Damson Tree for a resident and said that she was delighted with the tree. Mr Willis said that the Redwood was doing very well at the Orchard.

- 2 To Consider purchasing a plank to go over water trough for a temporary seat

IT WAS PROPOSED BY the Chairman, **SECONDED BY** Cllr Jemmett **and AGREED BY ALL** to purchase the Plank/seat at a cost of £70.00 including the signs for the trees from the Shedders.

- 3 Signs for Trees – to consider the purchase of two more – agreed with plank/seat.

10. VERGES

- 1 Wildflower Planting – Cllr May confirmed that 2,000 bulbs had been planted on Sunday 2nd December 2023 in an hour with many volunteers turning up to assist. The Chairman said that the officer from HDC has also said that they would like to see the area behind this as a Wildflower Meadow in the future but this was likely to take about three years to reach fruition.

ACTION POINTS: PA agreed to liaise with HDC about this project.

- 2 Update on managing verges within the Parish – The Chairman confirmed that the draft Terms of Reference for Verge Management Working Group had been circulated to the Committee. Cllr Kendall wondered whether a definition for verges could be included and the Chairman said broadly speaking it was any grass area adjacent to a road. It was agreed that a map with each of the verges marked would be very helpful along with who is responsible for each verge. The Chairman confirmed that this committee would be the lead Committee on the Working Group with input from Village Amenities Committee.

11. TRAILS AND SAFE ROUTES

- 1 WSCC - Pre application consultations - public path diversion applications – The Clerk reminded everyone that this new initiative left the landowner responsible for getting comments from neighbours if a foot path was being suggested for a move. WSCC had confirmed that they would post details on their website so objectors could see that their view had been considered. The Chairman said that she hoped to be able to carry on the work started by the late Cllr Malcolm Eastwood and would be collecting his papers from the family shortly. This was agreed by all and felt it would be a very fitting tribute. The Clerk confirmed that there was £1,000 in the budget for Trails for this financial year.

12. BIODIVERSITY OVERSIGHT GROUP

- 1 2024 Year of Biodiversity – The Chairman confirmed that the launch meeting of this group was occurring in the evening. She was hopeful of securing additional funding for projects during the course of the year.

13. WORKS TEAM

The Chairman thanked the Works Team for their work at the Tanyard and the Safety Work on Commons.

Mr Willis left the meeting at 10.51am

14. CLERKS REPORT

The Clerk confirmed that 75% of the financial year had elapsed (end of December 2023) and ROS Committee had spent 63.6% of its budget. He confirmed that there would still be some expenditure on the flail repair. The Chairman asked for headings where money was still left in the budgets and the Clerk confirmed that these were Playing Fields, Trees and Commons, Trails and Footpaths and Nature Recover and Support. The Clerk confirmed that some of that money could be used for The Year of Biodiversity.

15. ANNUAL PARISH MEETING

The Chairman said that she would write the report in the next week or so. Cllr Simmonds said it would be useful if details of which committee did which job and the Chairman confirmed that this had been notified at previous Annual Parish Meetings.

16. CORRESPONDENCE

There was none.

17. ANY OTHER URGENT MATTERS TO BE RAISED BY COUNCILLORS

There was none.

18. DATE OF NEXT MEETING

Wednesday 21st February 2024 at 9.30am in Henfield Hall.

The Meeting closed at 10.57am.