



## **HENFIELD PARISH COUNCIL**

**Meeting of Recreation & Open Spaces  
Committee held on Thursday 8<sup>th</sup> February  
2024 at 9.30am in the Henfield Hall**

**Present:** Cllr G Perry (Chairman), R Kendall, D Grossmith and D Jemmett.

**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**

Were received from Cllr A May.

#### **3. APPROVAL OF MINUTES OF THE MEETING HELD 17<sup>TH</sup> JANUARY 2024**

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

#### **4. MATTERS ARISING**

- 1 All in one Picnic Benches for Kidders Lane – It was confirmed that Rushfields Nursery would supply two all-in-one picnic benches for £300.00 for both inclusive of delivery at a time to suit the Works Officers who needed to install an underground concrete block, padlock and chain.
- 2 The Clerk confirmed that the Flail had been repaired and serviced.

*The Chairman adjourned the meeting.*

#### **OPEN FORUM**

One of the members of HFC said that he had attended a meeting recently with Co-Chair of HFC as well as Cllrs Goodyear, Morgan and Grossmith to discuss the Licence and he understood that Cllr Morgan would prepare a document for circulation and discussion.

He also said that the Memorial Field was not draining well and there had been occasions when it could not be used. It was agreed that the Works Team would be asked to look at the drains and see what the problem might be.

**ACTION POINT:** Clerk would ask the Works Team to investigate and suggest what might solve the problem.

After much discussion it was also agreed that it might be necessary to ask a specialist contractor to provide a quote for recommended works if the problem could not be readily solved by the Works Team.

HFC were aware that the Rothery Pavilion is being used to store keep fit equipment and it was agreed that enquiries would be made to find out who was using it and on what basis. The OM also said that there may be further occasions when the Rothery Pavilion might be used by BP Guild or others for specific events.

**ACTION POINT:** PA to find out who is using the Rothery Field and/or Pavilion.

The Chairman said that it was hoped that up to five trees may be planted around the Leisure Centre Car Park and possibly a wild flower area verge to soften the look of the area, but this would not affect the Playing Field.

HFC also raised a query about the Henfield Cricket Club (HCC) Pavilion not always being available, Cllr Jemmett said he would look into this matter with HCC and suggested that better communication was needed between the two parties with more notice of requirements.

**ACTION POINT:** Cllr Jemmett agreed to speak with HCC about this matter.

*The members of Henfield Football Club left the meeting at 10am.*

*The Chairman reconvened the meeting.*

## **5. CHAIRMAN'S ANNOUNCEMENTS**

There were none.

## **6. HENFIELD FOOTBALL CLUB**

Storage and Licence Review – This was covered in Open Forum.

## **7. PLAYING FIELDS**

The Clerk confirmed he had heard nothing from HDC since July 2023 and he agreed to chase again. The Clerk said that he was aware that the Grass cutting quotation for the Playing Fields had expired last year but Grasstex had continued to cut the grass. He would approach them for a quotation to the forthcoming year and would bring to the next meeting.

## **8. TREE WORK.**

1 Trees along boundary of car park near Leisure Centre – The Chairman said that she, Cllr May and Mr Willis had looked at possible sites for new trees on the Kings Field. Cllr Grossmith reminded them that trees should not be planted too near to tarmac which gets very hot in the Summer and may damage the roots of trees nearby or beneath he suggested a distance of 2-3 metres away from Tarmac. The Chairman said that Cllr May had spoken to English Woodlands who had offered a 10% discount on five trees.

The Clerk confirmed that the costs yet to be paid for 12 month tree surgery would be £1630 for the Kings Field, £1975 for the Sandpit and £100 for the Rothery Field making a total of £3,705.00. The Chairman said that there was £870.00 still remaining in Nature Recovery & Support if the Tree & Commons Restoration budget had already been spent. The Clerk confirmed that there was money in the reserve and that the ROS budget is underspent.

Mr Willis recommended a three year old tree for inside the hexagonal bench in the Kings Field Play area at approximately £70.00. He thought that each tree might cost approximately £75.00 per tree. The Chairman said that the Children and Young People (CYP) Committee had requested up to four other trees for this play area to provide additional shade. The Chairman suggested that each committee CYP and ROS makes a 50% contribution to trees in the play area up to a total of £500.00.

**IT WAS PROPOSED BY** the Chairman and **SECONDED BY** Cllr Grossmith and **AGREED BY ALL** to spend up to £600.00 for the trees and supports around the Leisure Centre Car Park and up to £500 on the trees and support for the Kings Field Play Area.

The Chairman said that she would speak with Cllr May and Mr Willis about the choice of trees. Mr Willis said that he had received an offer for 10% off small ornamental and fruit trees from English Woodlands. The Chairman hoped that CYP Committee could help with watering especially in Summer and Mr Willis said he was happy to help with watering.

The Clerk confirmed that he was waiting to hear back from the late Cllr Stevens' family about the wording they would like on the plaque on the tree in Flower Farm Close.

The Chairman said that she had been notified of a tree between Fabians Way and Upper Station Road that needed tidying up, Mr Willis agreed to attend to the tree.

## **9. COMMUNITY ORCHARD**

- 1 Request from resident for a bench to be placed there at his expense – The Chairman confirmed that she was still in discussion with the resident and awaiting response from Blacksmith.
- 2 The Chairman confirmed she had reached agreement with the wording on wooden plaque for the memorial tree at the Community Orchard.
- 3 Mr Willis said that the Conservation Group had expressed an interest in buying a couple of additional trees for the Orchard and this was agreed by all.

## **10. VERGES**

- 1 Wildflower Planting – The Chairman confirmed that Crocuses planted in December are now coming up near Medical Centre.
- 2 Managing verges within the parish – The Chairman confirmed that both Village Amenities (VA) and ROS Committees have agreed to take this forward and that a meeting will be arranged with Cllrs Morgan, Perry, Shaw and May and PA taking notes.

## **11. TRAILS AND SAFE ROUTES**

The Chairman said that one of the events was an annual walk and this year it would be a Walk for Malcolm in Memory of the late Cllr Malcolm Eastwood, likely to be from the village to Sussex Prairies with free entry

for all walkers and held on Sunday 14<sup>th</sup> July as well as raising money for Brain Trust Charity. The Scouts, Henfield Joggers, some of BP guild and Henfield Community Partnership had all agreed to assist with organising and running this event she also said that any other volunteers would be welcomed. The Chairman said that she hoped that a minibus could be organised through Community Transport (CT) for the afternoon. The OM said Cllr Goodyear had indicated that Finance, Risk and Change (FRC) Committee would agree use of CT minibuses and it would be raised at the next FRC Committee Meeting.

**ACTION POINT:** Clerk would ensure that this item was on the Agenda for the next FRC Committee Meeting.

The Chairman confirmed that someone from Campaign to Promote Rural Henfield (CPRH) would be coming along to the next ROS Committee meeting to discuss the path at the side of Springlands Barn. The Chairman said that it had been hoped for two new Trails to be produced each year and that it was unlikely that would be possible this year. She did hope that the fourth trail would be completed with the new QR codes and layers for wildlife sightings but that there had been problems with software company. The Clerk confirmed that there was £1,000 in budget and £5,000 in reserves for Trails. Cllr Grossmith wondered whether additional help with this project might be necessary and that he would check with an expert he knew. The Chairman agreed to check with HCP about the Hidden Henfield Project and its completion date.

**ACTION POINT:** Chairman would check with Henfield Community Partnership about Hidden Henfield Project and its completion date as well as the possibility of grants for further work. Cllr Grossmith agreed to speak to a software expert about the project.

## **12. BIODIVERSITY OVERSIGHT GROUP**

1 2024 Year of Biodiversity – The Chairman said Henfield Parish Council’s Year of Biodiversity is going well and is being contributed to by several local groups. A workshop on wildlife recording was planned for later in the day. More local events are planned and details will again be in BN5 Magazine and other media.

## **13. WORKS TEAM**

The Chairman said that she was aware that the Works Team often face complaints from members of the public about cutting back on Oreham Common.

## **14. CLERKS REPORT**

The Clerk confirmed that 83.3% of the financial year had elapsed and 66.1% of ROS Budget had been spent, there were still more invoices to come in for tree surgery. The Chairman said that there was still quite a bit in the Playing Field budget. The Clerk felt that ROS was likely to be just under budget at end of the financial year.

## **15. ANNUAL PARISH MEETING**

The Chairman stated that she had already circulated the detail of ROS’s schedule and it had been approved by everyone.

## **16. BUSINESS PLAN ACTION PLAN**

This was covered in Trails and Safe Routes.

## **17. CORRESPONDENCE**

There were none.

## **18. ANY OTHER URGENT MATTERS TO BE RAISED BY COUNCILLORS**

Mr Willis said that two new stiles have been erected, and that he would send a photo and details of problem areas to see if the Works Team could correct. The Chairman said that she knew that a footpath included in one of the trails at the back of Mill Drive is presently closed because the house to the side of the footpath has had to rebuild an ancient wall which had fallen.

## **19. DATE OF NEXT MEETING**

It was agreed to cancel the March meeting as there was not a suitable room at the Henfield Hall and therefore the next meeting will be Thursday 11<sup>th</sup> April at 9.30am.

The meeting closed at 10.45am