

## **HENFIELD PARISH COUNCIL**

### **Meeting of the Children and Young People Committee held on Monday 11<sup>th</sup> March 2024 at 5.30 pm in the Henfield Hall**



**Present:** Cllrs Samantha Leader (Chairman), Elaine Goodyear, Josh Potts, Chris Simmonds, Adrian Willard and Fiona Ayres.

**In attendance:** Mrs R Grantham (Operations Manager- OM) and Ms G Campsey (Youth Coordinator- YC).

### **MINUTES**

1. **DECLARATION OF MEMBERS INTERESTS**

None.

2. **APOLOGIES**

None.

3. **APPROVAL OF MINUTES OF MEETING 8<sup>th</sup> JANUARY 2024**

Approved. Signed and dated by the Chairman.

4. **MATTERS ARISING**

1. DBS checks. Cllr Potts has now submitted his form. Cllr Goodyear has yet to complete hers. Requirement explained to Cllr Willard and Cllr Ayres. Cllr Ayres states she already has one so requested to submit copy to the Clerk.
2. Noticeboard completed by YC. This can be removed from list.
3. ROSPA repair progress. It has been noted that most of the works have been completed. There are a couple outstanding but agreed that due to the recent weather conditions, they have not been done. There is damage/rot to a bridge part of equipment at the Rothery play park which can be repaired by works officers. It has been made safe in the meantime.
4. Youth Forum. YC has completed visit to Hailsham Youth Services for advice. British Youth Council have emailed some information and guides. Nothing further has been completed.
5. Youth Justice (YJT) proposal- Ongoing. YC has kept in contact and the YJT and they are waiting for decent weather to start painting the street art wall. Suggested photos be taken of the wall as it is and a post put out on social media to explain the painting.
6. Social Media accounts- Ongoing. Set up can be used for advertising Scooter Jam.
7. Tree planting at Kingsfield. YC met with Cllrs Perry and May to agree species of trees to be used. Committee agreed to pay towards the costs up to £250. Brief discussion about the date of planting and issue of watering the trees raised.
8. Drop and Draw. Event to celebrate 50-year anniversary of Horsham District Council. Organised by HDC events officer, it will be held on Thursday 30<sup>th</sup> May 2024. To invite local residents to create piece of art for the celebration. YC to

book garden room at Henfield Hall. Committee agreed to pay for the room at £8 an hr.

*The Chairman adjourned the meeting.*

### **OPEN FORUM**

There were no members of the public in attendance at the meeting.

*The Chairman reconvened the meeting.*

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

Chairman welcomed our two new members, Cllr Willard and Ayres.  
Chairman thanked YC for her speech at the Annual Council Meeting.

### 6. **REPORT FROM YOUTH COORDINATOR**

Report emailed to all members with the agenda. Updates given on Skate Park refurbishment, still awaiting some quotes. Updates given on Kingsfield play park, Youth Hub, Scooter Jam and Year of Biodiversity. Visits noted.

### 7. **PROJECTS**

1. Improvements to skate park.
  - a) Funding update. YC has emailed Barratts chasing update for Sec106 funds.
  - b) Design options. YC has received some general designs from one of the companies approached. The next step would be to organise site visit.
  - c) Planning application. Cannot be submitted until design is sorted. YC has read through similar applications for other villages in West Sussex to gain a better idea of what will be required.
2. Hub on the High Street. YC aware of the possibility of some premises becoming available. Is in contact with estate agents. Cllr Ayres commented on being aware of two properties becoming available.
3. Improvements to play areas.
  - a) Consider quotation for play equipment. Three quotes considered and discussed with committee, Proludic, Sutcliffe and Caloo. All quotes were for installation of an Inclusive Roundabout. YC shared a news item to show it being a topical subject at present to make playgrounds more accessible. It was PROPOSED by Cllr Ayres, SECONDED by Cllr Simmonds and VOTED ALL IN FAVOUR to accept the quotation from Produlic at a cost of £ 14,640.86.

### 8. **FEEDBACK FROM OTHER GROUPS**

1. a) Survey of organisations- YC reported meeting with the local Scouts groups. Details of attendance figures collated. Short discussion about wait lists and when the new scout building will be completed. YC suggested setting up a meeting to include all local youth groups to discuss needs and maybe encourage cross group volunteering and working. Maybe quarterly or 6 monthly.
  - b) YC was due to visit Mother & Toddler group but was unfortunately unwell. Will reschedule.

### 9. **EVENTS**

1. Scooter Jam. Consider options, costing and confirm date. YC in contact with professional scooter coach. Costings of various packages sent to Cllrs along with agenda for consideration. It was PROPOSED by Cllr Goodyear, SECONDED by Cllr Ayres and VOTED ALL IN FAVOUR to accept the option B quotation at a cost of

£595.00. Date confirmed as 11<sup>th</sup> May 2024. Start time to be agreed. Cllr Ayres would like to offer sponsorship for the event and happy to donate sweets etc.

2. BP Guild Grand Summer Event. Cllr Simmons talked about the event, to be held on 15<sup>th</sup> June 2024 at The Kingsfield, Henfield. Over 60 local clubs and committees contacted with view to have a stand and be involved in the day. To feature a BBQ, crepe van, refreshments and a dog show. More will be released as and when confirmed. Risk assessment completed. Committee agreed to have a CYP stand at the event.

10. **REVIEW OF BUSINESS PLAN ACTION PLAN**

OM gave update on this, explained that some of the action plans have been completed such as employ YC but some of the other actions are still to be completed. Setting up a Youth Forum was scheduled to be completed by May 2024, with YC in agreement this now has completion set as September 2024. Youth engagement is ongoing and being part of summer fair is a tick against this. This is a 3-year plan which is to run until 2025, Cllr Goodyear advised the next 3 year plan will start to be looked at towards the end of this year.

**CLERK'S REPORT**

11.
  1. Financial update. The committee is 91.7% through the budget year and has spent 38.9% so far. OM explained the reason why some of the CYP budget hasn't been spent is that some of the plans did not come into fruition until later on in the year.
  2. Any further updates. None.

**ANY OTHER MATTERS RAISED**

None.

**DATE AND TIME OF NEXT MEETING**

12. Monday 8<sup>th</sup> April 2024 at 5.30pm.

**Meeting Closed at 6.50pm.**

