



## HENFIELD PARISH COUNCIL

### Meeting of Village Centre Committee held on Tuesday 10 December 2019 at 3:30pm In the Parish Council Office at The Henfield Hall.

**Present:** Cllrs J Jones (Chairman), D Jemmett, N Farrell, C Simmonds and R Shaw

**In attendance:** Mr K Wright (Clerk), Mrs C Fullman (Deputy Clerk), Mrs R Grantham (Administrator) and three members of the public.

### MINUTES

**1. DECLARATION OF MEMBERS INTERESTS**

Cllrs N Farrell and D Jemmett declared a personal interest in item 10 as they are both involved in the Youth Club

**2. APOLOGIES**

Cllrs M Morgan and R Kendall

**3. APPROVAL OF MINUTES OF THE MEETING HELD ON 12 NOVEMBER 2019**

Approved, signed and dated by the Chairman

**4. THE CLERK'S REPORT ON ANY MATTERS OUTSTANDING BUT NOT INCLUDED ON THIS AGENDA**

**CHRISTMAS LIGHTING**

The new brackets have been installed and lights are now up and switched on.

**BIKE SHELTER**

This has now been installed however it is green and not red. The Administrator has contacted Acorn contractors for a resolution to this.

The Chairman expressed her thanks to the Administrator for her work on the project.

**BUS STOP RELOCATION**

The proposal for the temporary relocation of the High Street bus stop from outside the hairdressers to opposite the bus shelter has been declined by West Sussex County Council (WSSC) due to there being no safety concerns and moving the bus stop would not ease traffic congestion.

WSSC Officer has looked at this again and has asked drivers to move more forward to avoid blocking cars behind the island while WSSC look to install a new bus stop post nearer to the bollards. The Administrator has contacted Stagecoach and Compass to ask them to speak to their drivers.

The bus stop works will be included in WSSC prioritised programme and will take slightly longer now due to the fact they now look to batch works together.

**DOG FOULING**

The Deputy Clerk has met with Horsham District Council (HDC). HDC will not place dog bins in places other than public open spaces. Resources are minimal and the cost is just £2.49 per bin, per week for emptying, part of HDC expenses to empty the bins include having to transport the waste for disposal at a site in Redhill. HDC only have 2 members of staff to empty dog bins across the entire Horsham District and are having to absorb further work from another department. There is no legal obligation to provide dog bins. It was resolved to feed this back to the public if there are any further enquiries.

*The Chairman adjourned the meeting*

## **5. OPEN FORUM**

An opportunity for members of the public to request information or question the Council and its members on any matter in respect of the Parish.

Three members of the public were in attendance to discuss the replacement of the Sports Hall Floor at Henfield Leisure Centre and potential section 106 money that may be available. A proposal was circulated to all members prior to the meeting.

Mr Pettifer confirmed that the sports hall floor has deteriorated significantly over the last year. Essential maintenance to lighting and heating cannot be carried out as the floor is not suitable for a cherry picker. He also confirmed that he is applying to the Community Asset fund with Sport England. He is hoping to raise around 90% of the cost from this fund, he hopes to have submitted the application by the end of next week. He has obtained three quotes and the total cost is likely to be in the region of £61,000. It is expected that the leisure centre will need to be able to contribute a minimum of 10% of the final cost.

Cllr Jemmett confirmed that the tennis club has also presented their proposals to the Open Spaces Committee earlier today and that a final decision will be made by the Finance Risk and Change Committee. The Deputy Clerk advised that decisions for the allocation of Section 106 money will be with Horsham District Council.

*The Chairman reconvened the meeting*

## **6. BUDGET 2020/2021**

1. To consider any further budget requirements for the next financial year 2020/2021.

The Clerk circulated the draft budget to all members prior to the meeting. The public conveniences budget will stay at £10,500. Cllr Morgan suggested more hanging baskets and planting in the library carpark. Cllr Perry had confirmed in the Open Spaces meeting that the library car park planting is already taken care of. Cllr Eastwood also commented that the Youth Club lights also need to be considered.

It was resolved to increase the flower beds and verges planting budget from £5,500.00 to £6,000.00

Recreational equipment purchase, maintenance and inspections has been moved across to the Open Spaces budget. The winter management programme has been removed.

The budget for the cemetery has increased to £12,000.00 although some new software at a cost of approximately £1,500.00 has been suggested. The cemetery working group met last week and looked at a proposed plan for the extension including paths. Costs are likely to be around £25,000.00.

It was proposed by the Chairman, seconded by Cllr Simmonds and voted all in favour to go ahead and request quotes for the cemetery paths. The Clerk indicated that this cost needs to be a capital expenditure.

It was proposed by Cllr Shaw, seconded by Cllr Jemmett and voted all in favour to recommend to Finance, Risk and Change (FRC) that the £5,000.00 provision for the Kings Field and Rothery Field is redirected to the cemetery and to increase the budget by a further £11,000.00

2. To agree the committee budget for financial year 2020/2021  
The Committee accepted the Clerks recommendations for all other items.

**7. CLERK'S REPORT**

1. Financial update

The Clerk reported that the cost of the public conveniences have increased to £61,000.00 Suzanne Shaw at HDC confirmed that the S106 funding will be released on Thursday this week, a total of around £37,000.00

2. Any further updates.

None

**8. HIGH STREET TO THE COMMON TWITTEN**

To consider the resurfacing of the twitten

Cllr Simmonds suggested that this is discussed with the Joint Commons committee.

**9. SECTION 106 MONIES**

To consider the allocation of Section 106 Agreement money which expires on 6 February 2020.

Cllr Farrell informed the committee that these monies were discussed in the Open Spaces Committee meeting earlier today and that they had proposed to recommend to the Finance, Risk and Change Committee that £1,953.00 section 106 money from the Old Bakery is allocated to the tennis club and that the remaining funds are used to prioritise the Henfield Hall roof repairs, the Leisure Centre sports hall floor and failing that (if repurposing of funds is not successful) to then recommend the Kingsfield drainage and tennis club. It was resolved to support the Open Spaces Committee on their recommendations.

**Action Point: All four interested parties to be contacted to suggest that they present their full proposals to the Finance, Risk and Change Committee.**

**10. LIGHTING AT HENFIELD YOUTH CLUB**

To consider further information with regards to lighting provision at the Youth Club and make a decision on the way forward.

The Chairman confirmed that the land the lights will be situated is not Parish Council Land but is owned by the Youth Club and that there has been a request for a public consultation for the youth club request for lighting, Cllr Eastwood has drafted wording to inform the public of the plans. Cllr Farrell and Cllr Jemmett confirmed that the Youth Club do want the lights that were previously installed in the cemetery. It was resolved in principle to extend the link road project budget to include the lighting of the Youth Club and carpark.

**Action Point: Cllr Eastwood to obtain a quotation from the contractor for installation.**

**11. CEMETERY LIGHTS**

To receive the progress report

The new replacement lights have been installed.

**12. PORTABLE SPEED INDICATOR DEVICE**

Committee to consider if to progress this item

The Committee resolved that Community Speedwatch is working well and is perhaps sufficient. It was resolved to discuss this further when Nigel Yeo produces the business case

**13. HIGH STREET PARKING RESTRICTIONS**

Committee to consider if to progress this item

It was resolved to remove this item from future agendas for the time being.

**14. STREET SCENE**

To receive Cllr. Morgan's Report

Cllr Morgan was not present at the meeting however the Chairman noted that he has asked the committee to consider seats and planters for the Hawthorns forecourt and whether a sign is necessary. The current public liability insurance already covers use of that area. It was resolved to discuss this further at a later date.

The handover for the refurbished public conveniences is due next week and discussions on a potential opening ceremony will take place.

**15. OLD ASSEMBLY ROOM CLOCK**

To receive Cllr. Jones' Report

The Chairman reported that her husband has volunteered to set the clock going forward.

**16. MATTERS REQUIRING CONSIDERATION AT FUTURE MEETINGS OF:**

1. This Committee:  
Wantley Roundabout Leisure Centre Brown Sign if costs received.

Cllr Simmonds left the meeting at 5.20pm

2. Full Council:  
None
3. Other Committee:  
S106 to be considered at Finance, Risk and Change  
Joint Commons to consider twitten resurfacing

**17. DATE OF NEXT MEETING**

Tuesday 14 January 2020 at 3:30pm in the Parish Council Office.

**Meeting Closed at 5.23pm**