



HENFIELD PARISH COUNCIL
**Meeting of Recreation & Open Spaces Committee held on
Wednesday 26th March 2025 at 10.00am in the Henfield Hall**

Present: Cllr G Perry (Chairman), F Ayres, D Jemmett and C Simmonds.

In Attendance: Mr J Willis (Tree Warden), Mr P Samrah (Henfield Cricket Club – HCC), 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 Cllrs Grossmith, Kendall and May.

3. APPROVAL OF MINUTES OF THE MEETING HELD 26TH FEBRUARY 2025

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

4. MATTERS ARISING

- 1 Purchase of 500 Snowdrop Bulbs – It was confirmed that these would be planted later this week on Manor Way Verge and Upper Station Road verge opposite Fabians Way.

The Chairman adjourned the meeting.

OPEN FORUM

Mr Willis said that he had heard from HDC that the fence around Batts Pond would be repaired in the near future but that the bamboo would not be removed this financial year.

Mr Samrah joined the meeting at 10.10am.

Mr Samrah said that he had received two quotes for HCC car park and was awaiting a further quote. He said that both were much more expensive than anticipated and were based on the type used at Leonardslea Car Park. He said it was likely that there would be an increase of 4 parking spaces with new surface and that HCC were considering installing a Cycle rack. He said that he was meeting another contractor on Saturday.

The Clerk said that he hoped that S106 might be used and the OM said that if it could be shown that the car park improvements would mitigate the extra traffic because of developments this would help with grant from S106. The OM said she would contact HDC as soon as possible and hoped she may get a response in the next week.

The Chairman said that the surface being suggested is much better for drainage.

The Clerk said that if S106 money could not be used money within General Reserves may be needed. The Clerk agreed to look at the financials elsewhere.

It was agreed that it was important that this project went ahead as soon as possible.

ACTION POINT: The OM would liaise with HDC over S106 money. The Clerk agreed to look at funding from Reserves if S106 money not available.

The Chairman reconvened the meeting.

5. CHAIRMAN'S ANNOUNCEMENTS

- 1 Nature Verge Network – Thursday 17 April 2025 – The Chairman said that anyone interested in Chalk Streams would be welcome to log on.
- 2 Community Road Verge Signs – It was confirmed that Borrer Bank and Upper Station Road CRV signs had now been installed and that the Manor Way sign would be installed in the next few days. The Chairman said she thought that another CRV sign could be placed on CRV at the end of Mill Drive.
- 3 Restoring Ancient Woodlands course at Woods Mill – 12th June 2025 – It was agreed that the details should be sent to Mr Willis and Cllr May.

ACTION POINT: The PA would send out details.

- 4 Declaration for River Recovery – The Chairman said that HPC might want to adopt this and she would raise at the next FRC meeting.

ACTION POINT: The Chairman would raise at the next FRC meeting.

6. PLAYING FIELDS

- 1 Leisure Centre - to consider request to hold Open Day on 10th May and Half Marathon on 10th August – Application attached, (awaiting Risk Assessment and Insurance) - It was agreed by all to support these projects subject to receiving the Insurance details and Risk Assessment in advance of the event.

ACTION POINT: The PA would liaise with the Leisure Centre.

The Clerk said that one of the panes of glass was shattered by a stone when grass was being cut, meaning that one Padel Court was out of action. He said that it was hoped that a claim would be raised through the Contractor's Insurance.

- 2 James Richards Circus – to consider request to hold a Circus on the Kings Field 15-19.7.26 – The Chairman said that this was originally considered by the Joint Commons Committee (JCC) but was refused at that time of year. From the limited information it was seen that 17 vehicles would be parked on the field as well as the Big Top and this would be too large. It was agreed that this matter should be referred back to the JCC.
- 3 Henfield Joggers – to consider request to hold Seven Stiles Run on 20th July – Application, Risk Assessment and Public Liability Insurance attached – It was agreed by all to support this venture. The Clerk asked that the Joggers give the office notice in advance for grass cutting.

ACTION POINT: The PA would liaise with Henfield Joggers.

7. HENFIELD FOOTBALL CLUB

There was nothing to report.

8. HENFIELD CRICKET CLUB

- 1 Repairs/renovation to Cricket Club car park – This was covered in the Open Forum.

9. TREE WORK

It was confirmed that the Tree Survey was being carried out early in April.

The Chairman said that the Ash dieback work that had been carried out on the Common had been much reduced in price because the contractor had taken away the wood.

10. COMMUNITY ORCHARD

- 1 Monterey Pine – consider resident's offer of tree for Orchard – It was agreed by all that this tree could be planted in the north west corner of the Community Orchard.

ACTION POINT: The OM would liaise with the resident, Tree Warden and Works Team.

11. VERGES

The Chairman said she would speak with Cllr Goodyear in relation to Cllr Morgan's email about delaying work on about the Wantley Hill Verge and then respond to Cllr Morgan.

12. TRAILS AND SAFE ROUTES

- 1 Definitive Map Modification Order (DMMO) Craggits Lane and Bishop Close – It was confirmed that the paperwork had been submitted to WSCC the previous day along with letters sent to those houses affected.

The Chairman confirmed that the DMMO for Furners Lane to Blackstone has been approved and that the Bridleway would run all the way to Blackstone.

- 2 Footpath in front of Self-Help Garage – The Clerk said he would speak with Works Officer about what was needed and then liaise with the land owner.

ACTION POINT: The Clerk would liaise with Works Officer and the landowner direct.

- 3 Blackgate Lane – Repair of Posts – The Chairman said she had yet to speak with Works Team about this but would do so shortly.

ACTION POINT: The Chairman would liaise direct with Works Officer.

13. WORKS TEAM

The Chairman said that the works team had kept open a footpath on the Downs Link by cutting up a large fallen tree and huge log on the bridge there. She explained that although this was not Henfield Parish Council land it was very helpful to those using the Downs Link. The Clerk said that WSCC Access Ranger had asked for help as this was unregistered land. The Clerk said that the team working at Kidders Lane at that time.

14. CLERKS REPORT

The Clerk confirmed that at the end of February 11 months or 91.7% of the financial year had elapsed, with expenditure at 60.5% of budget. He said this was largely due to none of the £6,500 Playing Field Maintenance budget having been spent.

He confirmed that he and the OM would be working on the year-end figures in the week commencing 31st March and the reports that are required by the Internal and External Auditors.

The Chairman said that she noticed that the tree budget had not all been used either. The Clerk said that next year's budget for tree works was £5,000.

15. CORRESPONDENCE

- 1 Upgrade Footpath 2540 to Bridleway and to add RB in Henfield - DMMO Application 2/19 (CC803.15670) – This was mentioned earlier under trails.
- 2 TGC and NALC activity on flooding – The Chairman said that as flooding looks to become more common, she wondered whether a group could look at flooding within Henfield. She agreed to read the details emailed earlier today and then liaise with the Clerk.

ACTION POINT: The Chairman would research further and liaise with Clerk.

16. ANY OTHER URGENT MATTERS TO BE RAISED BY COUNCILLORS

There were none.

17. DATE OF NEXT MEETING

Thursday 24th April 2025.

The Meeting closed at 10.52am.