



HENFIELD PARISH COUNCIL
Meeting of Recreation & Open Spaces Committee held on
Thursday 24th April 2025 at 10.00am in the Henfield Hall

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

3. APPROVAL OF MINUTES OF THE MEETING HELD 26TH MARCH 2024

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

4. MATTERS ARISING

There were none.

The Chairman adjourned the meeting.

OPEN FORUM

There was much discussion about the type of surface required for the car park at Henfield Cricket Club (HCC). It was confirmed that Mr Samrah and Cllr Grossmith had met at the site and a number of quotations had been received but there was a variance in costs depending on the surface adopted. It was agreed that more research was needed in order to discover what was the best surface for this area, not just for car parking but for delivery and waste collection lorries but also to ensure that the large oak tree is not damaged. The OM said that she was awaiting a response from HDC after submitting a pre-planning application. Mr Willis confirmed that there was no TPO on the tree and that the tag attached had been placed there by Conservation Group many years ago. He believes that the map and other details of this tagging is in the Parish Office.

The Chairman suggested that the Mr Matheson at HDC be contacted to get advice on the tree.

The OM explained that the use of S106 money is dependent on creating more parking spaces.

The Chairman said that if a plastic grid was used she would like the price of recycled plastic be obtained. It was agreed that the surface should be permeable (either as tarmac or a grid system), the tree would need protecting and possibly posts installed to assist with this. It was also suggested that an interim measure of adding Scalpings or shingle and compacting it should not be ruled out.

ACTION POINTS: PA to contact Mr Matheson at HDC about the tree and how much room it requires. Cllr Grossmith and Mr Samrah to speak with contractors about what might provide the best solution for this area (including recycled materials). The OM to follow up with Pre-Planning application and if suitable the using of S106 money for this project.

The Chairman reconvened the meeting.

Mr Samrah left at 10.30am.

5. CHAIRMAN'S ANNOUNCEMENTS

1 No Mow May - The Chairman said that she hoped that the Works Team would be able to adopt this scheme on Community Road Verges (CRVs) leaving the middle section unmowed but ensuring that a boundary of cutting ensuring safety. She also hoped that these verges could be recorded on Plantlife's website. The OM suggested that No Mow May be added to the Principles for Verge Management and this was agreed by all.

ACTION POINTS: PA to amend the Principles and add to the agenda for the first meeting of the new Committee.

2 The Chairman thanked Cllr Andrea May for all her hard work especially within this Committee. She also thanked the rest of this committee as this would be the last meeting of this Committee.

6. PLAYING FIELDS

- 1 Signage for playing fields – quotes and Working Group Notes attached. The OM explained that the costs for Cast signs were much higher than for Aluminium and that the Signage Working Group (WG) had wanted initial thoughts from the ROS Committee before going further. It was agreed by all that the signs should be in aluminium, that they should not include a map but a QR code, they should have standard style of wording and that this should be taken to the next FRC Meeting for agreement as the Clerk confirmed that the budget for Signage is with that committee. Cllr Kendall said that he did not like the Strap line "From the River to the Downs" and this was agreed by all but the idea of having a strap line was welcomed. The OM asked if anyone had ideas on Strap line that they send to her to take to the Signage WG.

It was agreed that where possible the Work Team would install the signs as they had for the new Village Signs. It was hoped that the first one would be installed at the Kings Field on the left-hand side of the car park by the barrier. The Chairman said that she hoped that reference to the Community could be included in the Strap line.

7. HENFIELD FOOTBALL CLUB

The Clerk confirmed that the Senior Team had won their league, won a Cup Final the night before and were playing in another cup final the following week. The Chairman said that she wanted to write to HFC to congratulate them after the next Cup Final.

8. HENFIELD CRICKET CLUB

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

9. TREE WORK

- 1 Request to plant a Fiesta Apple Tree in the Orchard – It was confirmed that this had been planted the previous week by the Works Officer. The Chairman said that there was space for a further three or four fruit trees and that the Works Officer had requested to plant those. Mr Willis said that a mixture of fruit trees would be preferable.
- 2 Tree Survey Carried out 8th and 9th April – The details circulated had already been circulated and PA confirmed that none of the trees required immediate attention but within six months 19 trees would require work, 7 would need to be felled, the remainder would need surgery. Two required ivy removal. Mr Willis said that the ivy attracts butterflies in late Summer and that the general consensus was that ivy only damaged trees when it grew in to the canopy. He said that it would be acceptable for the ivy to be cut low down late in the year and allowed to fall off the trunk rather than being pulled off. The Chairman said that it was sometimes difficult to judge the quality of the trunk when it was covered in ivy making it difficult to see any disease. The Chairman confirmed that the Tree Surgeon should be given the details of the work to get a quote.

ACTION POINTS: PA to send details to tree surgeon for quote for the work to be carried out in the Autumn.

The Chairman asked if the Tree Wardens could check the condition of the trees in the Sandpit periodically. Mr Willis said he was happy to carry this out. She also said that the Tree Consultant had confirmed that the trees had generally been well looked after.

The Clerk left the meeting at 10.50am but delivered his report before he left.

10. COMMUNITY ORCHARD

- 1 Monterey Pine – It was confirmed that this had been planted the previous week. The Chairman said that it had been grown from a seed eight years ago and was named Monty Pinethon. She had prepared a plaque which would be put up in the next few weeks. She thanked the resident for providing the tree and assisting with planting.
- 2 Consider the purchase of Medium Stock Fencing of newly planted trees.
It was PROPOSED by the Chairman, SECONDED by Cllr Kendall and AGREED by all to purchase fencing up to £150.00 to protect these trees.
- 3 Notice board at the Orchard – The Chairman said that the noticeboard was no longer large enough to list all trees but she hoped that they could be listed on the Website, the OM said she would be able to upload the details.

ACTION POINTS: The Chairman to let the OM have details of the types of trees planted at the Community Orchard and the names of those in whose memory they had been planted.

- 4 Consider purchase of a second water trough and guard – Mr Willis said that he would consider how best to harvest rain water at the Community Orchard before a new trough was considered.
- 5 The Chairman said that she hoped that one of the older Village Signs could be placed at the Orchard and it was agreed by all. Cllr Simmonds said that he thought that the New Scout Hut would be a good place for another and it was suggested that HCC might also be a suitable place.

Mr Willis left at the meeting at 11am.

11. VERGES

The Chairman confirmed that the hedge had been planted along the Wantley Hill Verge and that there was some positive feedback on social media.

12. TRAILS AND SAFE ROUTES

- 1 Footpath in front of Self-Help Garage – It was confirmed that there was nothing to report.
- 2 Blackgate Lane – Repair of Posts – It was confirmed that the Works Officer had already repaired and repainted the post.
- 3 Safe Routes – Update on Small Dole to Downs Link Cycle way – The Chairman confirmed that a resident in Small Dole had received an email from the estate of the Duke of Norfolk to confirm that the River Bank could not be used by cyclists.
- 4 The Chairman confirmed that a "School Bike Bus" would happen after school on 18th June. She was able to confirm that the footpath on Deer Park from the Roundabout at Wantley Hill was suitable for shared usage meaning that cyclist could use it. She said that she felt that HDC should be approached and asked for signage, this was agreed by all.

ACTION POINTS: PA to contact HDC and ask for adequate signage.

13. WORKS TEAM

The Chairman confirmed that the Works Team had carried out some work on the Community Orchard. The OM said that there were problems with charging the new van but that they were going to try and charge at the Haven.

14. CLERKS REPORT

Although the Clerk had left the meeting at 10.50am he delivered this report. He said that this Committee had finished the previous financial year having spent 63.2% of the budget, he said that the Playing Field Maintenance Budget had not been spent. He confirmed that this year's budget was £1,200 less than last year although some individual budgets were higher than last year. He said that expenditure at Rothery had halved since HFC had taken control of this playing field and therefore that Playing Field Maintenance Budget had reduced from £4,000 to £2,000.

15. CORRESPONDENCE

- 1 Youth Club Fun Day – 12th July – The Chairman said that the Youth Club had requested to have a BBQ (run by the BP Guild), a Pimm's tent and fairground rides. Everyone agreed to support this project, but that they would need to apply for a licence and that HFC would also need to agree to the additional space being used. Cllr Simmonds said he would liaise with the Youth Club and BP Guild about arrangements.

ACTION POINTS: PA to liaise with HFC over the Youth Club's use of the Kings Field. Cllr Simmonds to liaise with Youth Club and BP Guild.

- 2 Addition of a FP along Springlands Lane between FP2563/1 and FP2566/1, Henfield - DMMO 6/24 (CC803.17065) – circulated 23.4.25 – The Chairman said that Henfield Parish Council have been asked to write to WSCC in support of the DMMO, she said that she was aware of the strength of feeling of about this path within the Village. It was agreed by all to write in support.

ACTION POINTS: PA to prepare a response and check with Cllr Mike Morgan before signing and sending from the Parish Council.

It was also agreed to monitor the DMMO for Craggits Lane to High Street and to expedite if necessary.

16. ANY OTHER URGENT MATTERS TO BE RAISED BY COUNCILLORS

Cllr Kendall thanked Cllr Perry for her Chairmanship of this committee as well as her other roles with the Joint Commons Committee and Access Henfield. The Chairman thanked everyone for their time and support.

17. DATE OF NEXT MEETING

To Be Confirmed.

The meeting closed at 11.20 am.