



## **HENFIELD PARISH COUNCIL**

### **Meeting of the Amenities and Open Spaces Committee held on Wednesday 11th June 2025 at 10.00am at the Henfield Hall**

**Present:** Cllrs M Morgan (Chairman), D Jemmett, R Kendall, S Leader and A Willard.

**In attendance:** 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 Perry and Shaw.

3. **APPROVAL OF THE MINUTES OF THE MEETING 14<sup>th</sup> MAY 2025**

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

4. **MATTERS ARISING**

1. To receive the report circulated with the agenda. It was noted that there had been no further update on which shops appeared vacant and used for storage. It was felt that there were an increasing number of vacant units and a loss of retail units, with a number being used for service sector. Cllr Leader said that it had been discussed with the Henfield Community Partnership (HCP) and she confirmed that HCP were trying to establish the ownership of the shops that appeared closed.

*The Chairman adjourned the meeting.*

## **OPEN FORUM**

There were no members of the public present at the meeting.

*The Chairman reconvened the meeting.*

5. **CHAIRMAN'S ANNOUNCEMENTS**

There were none.

6. **ACTIVE TRAVEL**

1. Footpath across Kings Field – The Chairman circulated the maps of the Kings Field including the access to the School from Deer Park.

The Chairman said that Active Travel at WSCC had sent a detailed plan of their proposals (subject to being approved) in order to improve the safety aspect of children walking to school. Cllr Leader said that the Headteacher had evidence of the number of children using the footpath from Deer Park now when the route was just grass. She also said that sensors had been installed by WSCC to show the movement in and around the school. Cllr Leader said that WSCC felt that even small changes would make a big difference in encouraging more walking or cycling to and from school.

*Cllr Willard arrived at 10.15am*

The Chairman confirmed that the pathway between Deer Park to the school across the Kings Field was a Public Right of Way (PROW). Cllr Leader said that the school hadn't wanted to use it when there was bad weather because the mud and grass would be brought into school. She said that the alternate route from the Link Road to the School across the Kings Field was not wide enough to have two-way pedestrian traffic.

Cllr Leader said that Henfield Football Club (HFC) would support the path from Deer Park to Northcroft via the School. She also said that addition of a path would make the Playing Field more easily accessible for leisure users.

Cllr Willard confirmed that when he had visited Horsham Park recently, he had been impressed with the signage there as well as the footpaths crossing the grass making it easy to get from one side to the other.

The Chairman said that the Council had been contacted by the Deer Park Management Company who have expressed concerns at the increased number of cars that might use the roads on the Deer Park Estate.

Cllr Leader said it would be worth considering the width of path that was required and possibly having a path that was 1.5metres wide. She stressed that the School would not be encouraging parents to drive to Deer Park.

The Chairman said that he hoped to be able to have a meeting with the Deer Park Management Company in the near future to discuss further.

2. Access Henfield – The Chairman said that the report had been very comprehensive. He was aware that they had also spoken with WSCC who would normally do only six dropped kerbs a year.

Cllr Kendall asked whether HCP had prepared a Transport Report or survey and Cllr Leader said she would ensure that a copy was sent to this committee

**ACTION POINT – Cllr Leader would ensure that a copy of the report was sent in to the Office.**

7. **REQUEST FOR DOG BIN ON WANTLEY FIELD**

The Chairman confirmed that a resident had requested to place a self-funded Dog Waste Bin on the Wantley Field. He said that the resident concerned would need to contact WSCC who owned the land and ask them permission.

**ACTION POINT – The OM would liaise with the resident.**

8. **ROTHERY GATE**

The Chairman said that the broken gate posts for the gate were in the south east corner of the Rothery Field. He said that since then the owner of the lane had installed a bollard but felt the gate was still useful. The OM confirmed that the Works Team had metal gate posts that could be used. It was agreed that these posts should be replaced as long as the job could be carried out by Works Team.

**ACTION POINT – The OM would liaise with the Works Team.**

9. **STORAGE CONTAINER FOR WORKS OFFICERS**

The Chairman confirmed that the Parish Council is presently paying approximately £4,000 pa for storage containers at Hollands Lane. He said that it had been hoped that two storage containers could be purchased and sited next to the Eric Holder Pavilion on the Kings Field. He and Cllr Jemmett had had a meeting with HFC recently and they were not happy about this arrangement. It was confirmed that no planning permission was needed and that the land in question was not part of the land let on Licence to HFC.

HFC have suggested siting the containers on the left-hand side of the pavilion (other side) but this would make access for Works Team difficult. The Works Team need to be able to get their van nearby. The Chairman said he had also considered the area by the Swales but that the containers would look very out of keeping with the area. The Chairman agreed to speak with Works Team again and see if a solution could be found.

**ACTION POINT – The Chairman would liaise with Works Team further.**

10. **CEMETERY INSPECTION**

The Chairman said that he thought it had been a worthwhile visit. It was confirmed that Cllr Andrews had agreed to look at planting along the path and around the Rose Arch and report back his suggestions. The Chairman added that he felt it was a good idea to carry out an inspection every six months or so.

**ACTION POINT – The OM to add to agenda for early in 2026.**

11. **CLERK'S REPORT**

1. Financial update – It was confirmed that at the end of May, 16.7% of the financial year had elapsed and that 14% of the budget had been spent.

It was also confirmed that Cemetery income at the end of May stood at 29.2% of budget, a further £2,400 had been received in June which now meant it was 42.5% of budget.

12. **ANY OTHER URGENT MATTERS TO BE RAISED BY COUNCILLORS**

Cllr Kendall said that he was concerned at so many cars parking on the road at Coopers Way at the rear of Sainsburys. The Chairman confirmed that the car park and road leading to it are owned by HDC and that they could re-paint the double yellow lines.

**ACTION POINT – The PA to contact HDC (parking) and ask about repainting the yellow lines and having wardens come to check on parking.**

Cllr Leader asked if it was known who owned the notice board in Caudle Street, the Chairman confirmed it was Holmbush Properties and it was agreed that the PA would provide Cllr Leader with the email address for HCP to make contact about updating the Noticeboard.

**ACTION POINT – The PA to provide the email address.**

Cllr Leader also wondered whether Sainsburys would allow an additional Noticeboard inside the walkway to the front of the shop and she said that HCP would approach them direct. She also asked about the noticeboard at the Henfield Club and the Chairman agreed to speak with the Club later the same day.

**ACTION POINT – Cllr Leader would approach Sainsburys through HCP. The Chairman would speak with the Henfield Club about the Noticeboard.**

13. **DATE AND TIME OF NEXT MEETING**

9th July 2025.

Subsequent meetings in 2025 are at 10am on Wednesday 10<sup>th</sup> September, 8<sup>th</sup> October and 12<sup>th</sup> November.

The meeting closed at 11.17am.