



HENFIELD PARISH COUNCIL
Meeting of the Children and Young People Committee held on Monday
14th July 2025 at 6.30pm in the Henfield Hall

MINUTES

Present: Cllrs S Leader (Chairman), A Willard (Vice-Chairman), C Simmonds, F Ayres, D Jemmett, E Goodyear, G Perry.

In attendance: Ms G Campsey (Youth Coordinator-YC), 1 member of public.

1. **DECLARATION OF MEMBERS INTERESTS**

None

2. **APOLOGIES**

Cllr M Andrews.

3. **APPROVAL OF MINUTES OF MEETING 12th MAY 2025**

Approved, signed and dated by the Chairman.

4. **MATTERS OUTSTANDING**

1. DBS checks. Cllr Jemmett has completed. Committee agreed it is not a mandatory requirement to possess a current DBS unless the role of the member requires it.

5. **OPEN FORUM**

Member of public spoke about the proposed skate park improvements and whilst the acoustic wall surrounding it is doing its job at reducing noise levels, he suggested it be reassessed alongside the development. Also requested residents close by to the skate park be consulted. Briefly touched on the lack signage at the skatepark and asked that the trees and hedges, which divide the park with the houses opposite, be looked at and suggested planting or fencing to fill the gaps and damaged areas. Chairman suggested it be raised at Amenities & Outdoor spaces committee meeting and explained that signage was being addressed. The distribution of play amenities across the village was also raised, with the Kingsfield seen as having the bulk of the play/sports areas. He suggested future developments and improvements be made at the other village sites and the chairman explained to him that The Rothery was due to have an exercise rig installed soon.

6. **CHAIRMAN'S ANNOUNCEMENTS**

Chairman gave feedback from her recent visit to St Peters school. The head teacher said the recent bike bus, ran by Sustainable Henfield 2030 in conjunction with St Peters was a success, and they would be happy to see and support future events organised to encourage 'active travel'. The plan for improvements to the foot path to the school were also discussed and referenced the Active Travel plan. Update given on recent meeting with the Youth club and that they have submitted a report, which outlines how they are getting on and what they will need going forward.

7. **PROJECTS**

1. Improvements to skate park. Chairman updated on the progress made and the committee were asked to agree on which company would be used to design the extension, from the quotes submitted. **PROPOSED** by Cllr Willard, **SECONDED** by Cllr Ayres, **ALL IN FAVOUR** to approve the quotation from The Skate Farm for £6,650 to complete the design phase. Deadline to be set with guidance from Cllr Grossmith.
ACTION POINT: YC to direct The Skate Farm to proceed with the work. YC to contact Cllr Grossmith and seek advice on timeframe.

2. Improvements to play areas. Brief discussion on the quotes received for new equipment at The Rothery field. **PROPOSED** by Cllr Simmonds, **SECONDED** by Cllr Goodyear, **VOTED FOUR IN FAVOUR AND ONE ABSTENTION** to approve the quotation from Freshair Fitness for £6,444.00 to supply and install a fitness rig at The Rothery field.

ACTION POINT: YC to contact Freshair Fitness and accept the quotation.

8. **SKATE PARK AND PLAY AREAS.**

1. Anti-social behaviour, litter and graffiti updates. No climbing signs have been posted on the acoustic wall. 2 damaged boards on the street art wall have been replaced.
Some antisocial behaviour has been reported to St Peters and the youth club but it doesn't require input from the committee at this stage.

9. **EVENTS FOR 2025**

1. Year of Care & Wellbeing. Update on Youth Club & ID.YOU. Chairman advised this has already discussed at a previous meeting.
2. Books for library. Update on progress. YC updated The Healthy Selfie book has been purchased. A discussion was had about where this book should be available from as an alternative to the library. Chairman suggested a teen library at the youth club possibly. It was agreed that further copies could be purchased if it proved popular and there were more requests for it.

ACTION POINT: YC to deliver book to Henfield library and consult on location of the book being available.

10. **COMMUNITY TRANSPORT**

1. Draft Policy. Update. Cllr Jemmett gave update on his actions, and the policy discussed further. It was agreed there needs to be a set criteria for eligibility and booking whilst still being able to use discretion when required. The draft previously written can be used, with an extra condition added for groups to contribute to the cost. Suggested contribution per booking £50.00.

ACTION POINT: YC to complete the policy and disseminate.

11. **ST PETERS SCHOOL/ACTIVE TRAVEL**

1. Update on recent meeting. This was discussed in Chairmans update.

12. **YOUTH FORUM**

1. Agree schedule & date of first meeting of groups/organisations. Committee talked through aspects of getting the forum up and running. All agreed there is a need to set out our vision for the youth forum and what we want to achieve so this should be set out before we have a joint meeting with local groups and schools. Date set for this meeting is 11th August 2025 at 6.30pm.

ACTION POINT: YC to write agenda and collate background material.

13. **ROSPA REPORT 2025**

1. List of jobs from latest report. YC updated jobs completed and parts purchased.

14. **MEETING TIMES**

1. Discuss and agree future meetings start time. Committee agreed no change to the day or time of future meetings.

15. **CLERK'S REPORT**

1. Financial update. Nothing to report from the Clerk.
2. Any further updates. Discussion was had around which budget lines the funding

for the Rothery's project was coming from and likewise with the skate park renovations. Previously agreed for the Rothery to take from the Recreation equipment & skate park budget. General reserves were suggested but not required due to the spend being less than anticipated. Funding for the skate park previously agreed £15,000 from the Kings Field Portfolio, £15,000 from playing field reserve, £10,000 community building reserve and £10,000 from community infrastructure levy reserve.

ANY OTHER URGENT MATTERS TO BE RAISED BY COUNCILLORS

Cllr Jemmett spoke about having updates from previous meetings being sent out prior to the next meeting. This would save time when going through the agenda. Other committees have adopted this process.

ACTION POINT: YC to research and implement an updates process.

Meeting closed at 19.58