



HENFIELD PARISH COUNCIL

Meeting of Open Spaces Committee held on Tuesday 8 October 2019 at 1:00 pm In the Parish Council Office at The Henfield Hall.

Present: Cllrs G Perry (Chairman), N Farrell, N Stevens, A Sharp, R Kendall, D Jemmett and A Rickard

In attendance: Ms C Fullman (Deputy Clerk) and Mrs R Grantham (Administrator)

MINUTES

1. **DECLARATION OF MEMBERS INTERESTS**

Cllr Farrell declared a personal interest in respect of agenda item 11.2 as she works at the Youth Club.

Cllr D Jemmett declared a personal interest in items 11.2 and 9.5 due to his involvement in the Youth Club and the Cricket Club

2. **APOLOGIES**

None

3. **APPROVAL OF MINUTES OF THE MEETING HELD ON 10 SEPTEMBER 2019**

Approved, signed and dated by the Chairman

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

BISHOP PARK ALLOTMENTS

This Committee's decision has been sent to Horsham District Council. Correspondence has been received from Cllr Morgan regarding allotments. He has discussed matters with Horsham District Council (HDC) officers and they are considering the idea of the Grower's Group running the allotments and will be discussing this with Barratts and the Management Company to see if they are agreeable to granting a lease to the "Allotment Society" being the Grower's Group or such other Henfield Group who wish to take it on. It was noted that Barratts are only required to put top soil on the allotments. The Chairman noted that the Grower's Group are keen for the Parish Council to set up and manage the allotments. Cllr Sharp asked if a water supply was going to be provided and by whom.

The Deputy Clerk recommended that this item is discussed again at the next meeting. The Committee's original decision cannot be changed unless two proposals for a motion are put forward by members of the committee.

It was resolved to include on the next agenda if necessary.

The wet pour repair kit for the play equipment has been received and work will be scheduled when the weather appears settled.

A response has been sent to Campaign to Protect Rural Henfield with regards to the bench donation and an acknowledgement has been received.

Works Officers will be arranging ferreting in order to control the rabbits on the Memorial Field.

The WC Hire lease has been signed and returned.

Plans for shelving in the storage unit are progressing.

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.

None

The Chairman reconvened the meeting

6. KINGS FIELD SEWAGE ISSUES

To agree costs involved for the emptying of the pit, CCTV survey costs and other work that may be required.

The Deputy Clerk circulated details and costs to the committee prior to the meeting. Cllr Eastwood, the Clerk and the Works Officers have specified a preference for the first option suggested. Cllr Stevens advised that the remaining section of pipe must also be blocked off at the manhole to prevent sewage flowing back to the break.

Cllr Eastwood joined the meeting.

It was **PROPOSED** by the Chairman and **SECONDED** by Cllr Kendall, **VOTED ALL IN FAVOUR** to continue emptying the pit every other day.

It was **PROPOSED** by Cllr Stevens, **SECONDED** by Cllr Farrell and **VOTED ALL IN FAVOUR** to carry out the works as described in option 1, to include blocking off the pipe at the manhole to prevent sewage flowing back.

7. PULBOROUGH FOOTPATH CHARTER

To consider whether to adopt a footpath charter for the Henfield Parish and to nominate member/s of the committee to draft.

Details of the Pulborough Parish Footpath Charter were circulated to the Committee prior to the meeting. Cllr Sharp queried the necessity for a charter and whether it would be enforceable. Cllr Kendall felt it was unclear where the obligations are. Cllr Stevens noted there is a National Charter for Footpaths and Rights of Way. It was resolved by the Committee to postpone this for the time being.

8. TRAILS

To receive Cllr. Eastwood's Report and to consider approval to spend £4,400 of the approved £5,000 budget to develop the online version of two trails and other materials for the project.

Cllr Eastwood explained that there are two strands to the trails, the Horsham Heritage Trails and the online version of Hidden Henfield Trails. PMW are working on this and West Sussex County Council (WSCC) have agreed in principle to use of their posts. This will include maps online and QR codes on posts. A quote from PMW has been received for £4400 from PMW which is within budget and Cllr Eastwood requested support from the Committee. The Clerk noted that this will also be linked to the new Parish Council website.

It was **PROPOSED** by Cllr Kendall, **SECONDED** by Cllr Rickard and **VOTED ALL IN FAVOUR** to proceed with the quote from PMW for development of the online trails.

9. PLAYING FIELDS

To receive the reports on the following:

1. Consider and appoint a representative for the Playing Fields Committee
Cllr Jemmett volunteered to be the representative from the Open Spaces Committee but made it clear that he was a member of the cricket club. This was considered by the committee and it was agreed that as long as his interests were always declared this should not preclude to his appointment. Cllr Rickard offered to deputise as

needed. Both councillors were put forward as Parish Council representative and deputy on the Playing Fields Committee.

2. Memorial Field
Works Officers started clearing brambles on 1 October 2019, this work will be ongoing. Plans for ferreting are also underway.

Action Point: The Deputy Clerk to look into detail of the mole contract and discuss with the Cricket Club.

3. Rothery Field
None
4. Kings Field
None
5. Cricket Ground – To consider request to rope off part of the field.
Following discussion it was **PROPOSED** by Cllr Kendall, **SECONDED** by Cllr Farrell and **VOTED ALL IN FAVOUR** to allow roping off for seeding to go ahead, on the basis that there is minimal damage to the chamomile lawn.

Action Point: Clerk/Deputy Clerk to respond to Cricket Club.

10. WORKS OFFICERS

To consider the reports for potential future equipment.

Reports were circulated to the committee for consideration of equipment for the next financial year's budget. Cllr Sharp stated that the exact areas to be cut need to be identified. The Chairman noted that recent recommendations made by Plantlife are for two grass cuts per year on roadside verges. Cllr Stevens stated that a chipper/shredder would be useful now, rather than waiting until next year.

It was resolved to discuss further at the next meeting and to consider both pieces of equipment in the draft budget as well as potential earlier purchase of the chipper.

Action Point: The Deputy Clerk to circulate the recent advice from Plantlife regarding grass cutting.

Action Point: 2020/2021 Budget Planning

11. YEAR OF GREEN ACTION

1. Borrer Bank – To consider a budget for planting and other work.
Ground maintenance budget of the committee could cover depending on amount of budget being proposed. The Chairman reported that plants have been donated from Sussex Prairie Gardens as a gift to the village which can be planted this weekend. Planting of fruit trees is also being considered. Cllr Kendall asked whether there was a plan for watering. The Chairman confirmed that local residents have volunteered to carry out maintenance. There will also be a noticeboard with a QR code as it will be included on the trails.

It was agreed in principle to support this project and a budget for planting in next years budget to be considered.

Action Point: 2020/2021 Budget Planning

2. Youth Club Garden – To consider request from the Youth Club
A request has been received from the Youth Club and nursery to create raised beds for planting vegetables. Details were circulated to the Committee prior to the meeting. The area requested is Parish Council land. Members were informed that there had been a request from a member of the public that local residents are consulted, as the area is public open space.

After discussion, it was **PROPOSED** by Cllr Eastwood, **SECONDED** by Cllr Sharp and **VOTED ALL IN FAVOUR**, to give permission for the garden, but to request deferring until the sewage works are complete.

Action Point: The Office to inform the management company, Remus, of the planned garden at the Youth Club

3. Sandpit Field

To consider the historic management of the site and if the site would be viable for some actions in support of YoGA and the Henfield Parish Council Climate and Environment Emergency Declaration.

The Chairman asked the Committee to consider any plans for this area. Cllr Sharp suggested that it is also discussed with the Ecologist and then considered again at a future meeting.

4. Litter Pick Areas – To consider areas that would benefit from litter picking or other volunteer actions.

The Chairman asked the Committee to consider any possible areas within footpaths and open spaces that may be suitable for a volunteer litter pick.

Action Point: All members of the committee to consider plans for the Sandpit Field and to consider footpath and open spaces areas of the parish that would benefit from litter picking or other volunteer actions.

12. COMMITTEE GOVERNANCE STRUCTURE

This was discussed at the recent Finance, Risk and Change meeting. Parish Office staff and Councillors agreed that it was appropriate to continue with the meeting structure as they are. The Chairman also noted that the Cricket and Football Club Pavilion projects also need to also be discussed at the Planning Advisory Committee as they are Community Buildings.

13. CLERK'S REPORT

1. Financial update.

The Committees spending is currently 61% of budget but this is offset under income due to the insurance claim for the tractor unit and flail. There is still one more grass cut and tree work to be included.

2. Any further updates

None

14. MATTERS REQUIRING CONSIDERATION AT FUTURE MEETINGS OF:

1. This Committee: Fly tipping issue in local countryside – refer WSCC

2. Full Council: Cllr Farrell asked whether it would be appropriate for a group of teenagers to present a proposal to the Parish Council Open Forum, this was approved.

3. Other Committee:

15. DATE OF NEXT MEETING

Tuesday 12 November 2019 in the Parish Council Office at 1.30pm

Meeting Closed at 2.31pm