



HENFIELD PARISH COUNCIL

Meeting of Open Spaces Committee held on Tuesday 10 September 2019 at 1:30pm In the Parish Council Office at The Henfield Hall.

Present: Cllrs R Kendall (Chairman), A Sharp, N Stevens and N Farrell.

In attendance: Mr K Wright (Clerk), Mrs R Grantham (Administrator) and four members of the public.

MINUTES

1. DECLARATION OF MEMBERS INTERESTS

None

2. APOLOGIES

Cllrs G Perry, M Eastwood and D Jemmett.

3. APPROVAL OF MINUTES OF THE MEETING HELD ON 9th JULY 2019

Approved, signed and dated by the Chairman.

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

KINGS FIELD LINK ROAD

The contractor was instructed on the 2nd of August as per the quotation, to stone pick the area, box mow the whole area, roll the whole area, over seed bare areas, supply and spread 20 tons of screened soil to whole area at a cost of £1760.00 + VAT (Link Road Account). Work was carried out on the 4th of September.

TREES AND HEDGES

It was agreed by all to carry out the work as per the Tree Survey and to ask for more information as to when a replacement tree could be planted. An email was sent to the contractor regarding continuing the work as per the survey and will be rescheduled for September.

DOG FOULING SIGNAGE

Nigel Yeo has been in contact and will collect the signs in order to install.

MEMORIAL FIELD FERTILISER

Work was completed on the 31st of July.

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.

A representative from Henfield Cricket Club circulated a report regarding planned improvements to the Cricket Pavilion and a new facility on adjacent land. He drew the Committee's attention to the final part of the report requesting support and requested a variation to S106 funds in order to financially contribute to the costs. He explained that an additional area of common land will be needed, approximately 240 square metres in size. He reminded the Committee that the Cricket Club is not publicly funded but the intention is for

the new building to be used by the community. The Administrator reminded the Committee that it was agreed in principle to request a variation to the S106 monies from Persimmon Homes, which amounted to an equal share of the remaining £50,000, to be shared with Henfield Football Club.

A local resident attended to express interest in the potential for changes to the Borrer Bank. She would like to be involved and has a small fund from the Year of Culture that could be used. She also has access to garden designers and a contact at Sussex Prairies who are happy to visit and design a planting scheme that is wildlife friendly. She wondered whether there was also potential for a community orchard. The Clerk confirmed that West Sussex County Council (WSSCC) has given its permission and confirmed that no licence is needed. Cllr Sharp also confirmed that the County Ecologist has agreed with the aims. The Chairman expressed his thanks to the resident for her interest.

A member of Henfield Football Club Committee attended to explain the proposals for a new Football Club Pavilion. The current pavilion is in disrepair and this is preventing the teams from progressing in the league due, to the poor facilities. He explained it will also be available for community use and private hire and will also be used by Henfield Shed and Parish Council Works Officers. The new building will be larger, but the height will not change or be slightly lower. He requested support from the Committee and is also hoping for a share of S106 funding

The Chairman reconvened the meeting

6. HENFIELD CRICKET CLUB COMMUNITY PROJECT

This was discussed in Open Forum. Cllr Sharp also pointed out that the timing of both of the pavilion projects is perhaps unfortunate as they will be competing for the same funds.

7. HENFIELD FOOTBALL CLUB PAVILION REBUILD

This was discussed in the Open Forum.

It was agreed by all that the Committee supports both Community Pavilion projects in principle.

8. BISHOP PARK ALLOTMENTS

To consider the position going forward with the allotment provision at Bishops Park. A meeting took place with Horsham District Council (HDC) on the 28th August, attended by the Clerk, the Deputy Clerk, Cllrs Kendall; Morgan and Perry along with the HDC Senior Planning Officer and HDC Parks Officer. There are currently eight small plots in total, approximately 1/3 of a size of a standard full-size plot and four people have shown positive interest in a plot, with an additional one considering a plot. HDC is currently managing a list. The proposed access will be via Stonepit Lane. HDC is currently handling some disputes in connection with this. A lease would be with HDC and its nominee, who would then have a sub-lease with a formed allotment society, with the freehold remaining in the developer's name. The nominee could be a management company or the Parish Council, HDC has provided an example lease. If the nominee is a management company, HDC or HPC would not have any influence over how the allotments are managed and run

Action - Following discussion, it was proposed by the Chairman, seconded by Cllr Sharp and unanimously agreed, to leave the running of the allotments to the management company. The Clerk will write to HDC to pass on Council's decision.

9. TRAILS

To receive Cllr. Eastwood's Report.

Cllr Eastwood provided two reports concerning the Horsham Heritage Trails leaflet design and framework and the addition of the two new trails on the Hidden Henfield Website.

It was agreed to defer making a decision on this matter until October.

10. PLAYING FIELDS

To receive the reports on the following:

1. Memorial Field – To receive an update on the rabbit problem and any other matters.

The Clerk provided a report on the moles and rabbits.

Following due discussion, it was proposed by Cllr Sharp, seconded by the Chairman and agreed on a vote of three in favour with one abstention to proceed with the use of ferrets to control the rabbits.

Increased mole activity has been reported to the contractor.

2. Rothery Field
Increased mole activity has been reported to the contractor.
3. Kings Field
Increased mole activity has been reported to the contractor.
4. Playing Field Representative
A replacement is needed for Gary Pettifer on the Playing Fields Committee.
Meetings usually take place in October and March.

**It was agreed to discuss this at the next Full Parish Council meeting.
Action – the Clerk to add this to the October Parish Council agenda.**

11. PLAY EQUIPMENT

To compare and consider the quotations received for the repair of damage to the soft surface of play area at Chessbrook Green, as per the ROSPA Play Area Inspection Reports.

The contractor quotation for completing the work was £2,275.20 Ex VAT.

A wet pour repair kit costs £118.00 Ex VAT; two would be needed at a cost of £283.20. The Works Officers can carry out the work.

It was proposed by the Chairman, seconded by Cllr Farrell and agreed unanimously to purchase the Wet Pour Repair Kit. The Works Officers will carry out the repairs.

12. WORKS OFFICERS

1. To consider the Lease Agreement for storage facilities.
Due to an incident of theft where the tractor unit and flail unit were stolen (targeted), an email was sent to Cllrs Eastwood, Perry, Goodyear and the Clerk regarding the requirement for storage facilities. The Works Officer moved equipment of value to an alternative storage facility. The cost is £50 per week

Action – after due discussion, it was proposed by the Chairman, seconded by Cllr Farrell and agreed unanimously for the Clerk go ahead and sign the lease for the storage facility.

2. To consider the quotation provided for shelving in the storage unit.

It was proposed by Cllr Sharp, seconded by the Chairman and agreed unanimously to go ahead with quotation provided for £177.34.

3. To receive an update on the insurance claim for the tractor unit and flail
The insurance company settled for the full replacement cost of £4,277 minus £250.00 excess.
The replacement equipment was ordered, the insurer finally paid out after six weeks of delays and the tractor and flail unit are back in action.

13. BENCH DONATION

To consider if to pursue the donation of a bench.

The Clerk provided some pictures of the metal bench and suggested location overlooking the land north of Sandy Lane. A West Sussex County Council licence will have to be sought to position the bench on the verge. Cllr Sharp suggested it may be worth waiting until the Planning Inspector has made a decision regarding the proposed development. Following due discussion, it was agreed to respond by stating that Henfield Parish Council (HPC) has no objection, providing there is no cost to HPC and permission is given by WSCC

Action - the Clerk to respond to CPRH.

14. YEAR OF GREEN ACTION

To receive an update.

The Climate and Environment Emergency Declaration has been circulated and publicised. The umbrella group Sustainable Henfield 2030 have a meeting at 7pm on the 17th of September at the Henfield Hall.

1. To consider a bee corridor

Chris Stark from West Sussex County Council (WSCC) has responded to HPC's request on 2nd September to say that we can go ahead and use the Borrer Bank and a licence won't be required. Cllr Sharp reported that he has spoken to the County Ecologist who is also in favour. He is happy to be involved and noted that planting needs to take place in the autumn. Cllr Farrell suggested that local children could be involved and she also offered to help as she is CRB checked. Cllr Sharp suggested that 90% of the grass is cleared by scraping the surface before planting and requested a donation of £1,000. The Clerk confirmed that any such request would need to be submitted to the Finance, Risk and Change Governance Committee.

Action Point: Cllr Perry to discuss with Cllr Sharp and Elizabeth Taylor in order to develop a proposal and discuss funding.

15. CLERK'S REPORT

1. Financial update.

The Clerk provided an update. The grass cutting budget is likely to be under and playing field maintenance should also be slightly under. The Rothery Field should also be under budget. A bill is still expected from James Cox for Tree Work. The expected General Expenditure will be over budget due to the cost of storage for the Works Officers' equipment. This will continue to be monitored.

2. Any further updates

None

16. MATTERS REQUIRING CONSIDERATION AT FUTURE MEETINGS OF:

1. This Committee: Governance Review Structure

This will be discussed at the next Finance, Risk and Change Committee meeting.

2. Full Council:

None

3. Other Committee:

None

17. DATE OF NEXT MEETING

Tuesday 8th October 2019 in the Parish Council Office, at the earlier time of 1:00pm due to the Village Centre Committee conducting a cemetery inspection.

Meeting Closed at 3pm.