



## **HENFIELD PARISH COUNCIL**

**Meeting of the Children and Young People Committee held on Wednesday  
10<sup>th</sup> September 2025 at 12 midday in the Henfield Hall**

**Present:** Cllr S Leader (Chairman), A Willard, C Simmonds, M Andrews, D Jemmett and G Perry.

**In attendance:** Mrs R Grantham- Operations Manager (OM).

### **MINUTES**

1 **DECLARATION OF MEMBERS' INTERESTS**

None.

2 **APOLOGIES**

Cllr Ayres.

3 **APPROVAL OF MINUTES OF MEETING 14th JULY 2025**

Approved. Signed and dated by the Chairman.

4 **MATTERS OUTSTANDING**

1. Community Transport Policy

A draft policy was circulated prior to the meeting. It was agreed that usage data would be helpful prior to approving the document.

**Action Point: The OM to request usage data from Community Transport Sussex**

2. Youth Forum

It was noted that this can be pursued further when sufficient administration support is available for the committee. It was suggested that following local government reorganisation there may be an opportunity to link with other parishes.

3. Improvements to Play Areas

The Chairman asked all to consider which area might be appropriate for further improvement, commenting that a previous suggestion had been for a further piece of equipment for older children at Chessbrook.

*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**

The resignation of the youth coordinator was noted. The Parish Council have advertised for a parish administrator with a closing date of the 17th September.

The Chairman reported that the skate park consultation event had been very successful. The skate park designer has updated the design with suggestions from the users. The Chairman asked for comments, and mentioned that she has sent the design to Cllr Grossmith as he has an engineering background. Cllr Andrews stated the new design had received positive feedback from his nephew. It was noted that the design would remain within the boundary of the current acoustic wall so this should not present an issue. Further consultation was suggested in terms of a letter box drop to nearby residents but it was felt this would be more appropriate once information is available from the appointed contractor on the nature and timing of the works. It was noted that the next stage will be to request three quotes for construction once the final design has been approved by the committee.

The Chairman reported that the training rig on the Rothery has now been installed, is already being well used and positive feedback has been received. The OM will chase the installer for correct notices.

6 **CONSIDER TAKING RESPONSIBILITY FOR OPEN SPACES AT PARSONAGE FARM DEVELOPMENT**

It was noted that this matter has also been discussed by the Amenities and Open Spaces committee who had resolved to respond generally positively to Horsham District Council, subject to adequate funding and resources being available. It was noted that there is still scope to attempt to influence the lay out and type of open spaces provided via the Plans Advisory Committee. It was also noted that there is a lack of facility to play hockey or rugby in Henfield and that consideration should be given to sports other than football and cricket. It was agreed by the committee that there should be a positive response to taking responsibility for the open spaces, in particular the bike park as it has been identified as a priority for Henfield on the infrastructure delivery plan. It is understood that the intention is that the land for the bike park is to be gifted to the Parish Council.

7 **PROJECTS**

1. Improvements to skate park. Consider design proposal.

The draft design proposal was circulated prior to the meeting. This was discussed under item 5. It was agreed that £3000 should be taken from the Recreational Equipment and Skate Park budget and £3650 from the Youth Projects budget to pay the £6650 cost for the design proposal, but not until it has been finalised and agreed by the committee.

8 **ROSPA REPORT 2025**

1. Update on works officer progress

The majority of the medium risk issues have now been resolved with the exception of the wet pour repairs to surface shrinkage at Chessbrook. Cllr Willard asked why this work had not yet been carried out as the ROSPA report had been received several weeks ago. It was explained that works officers prioritise their own work and that this had not been considered a safety issue requiring immediate attention.

9 **CLERK'S REPORT**

1. Financial update.

We are 41.7% of the way through the financial year and have spent 46.85% of the budget. This is mainly due to £6444 being spent on the training rig.

2. Any further updates.

None.

10 **ANY OTHER URGENT MATTERS TO BE RAISED BY COUNCILLORS**

The Chairman asked that the works team inspect the street art wall for repairs or replacements needed and to consider whether any improvements can be made to the basketball court surface.

**Action Point: The OM to make the above requests to the works team.**

11 **DATE AND TIME OF NEXT MEETING**

Wednesday 8<sup>th</sup> October at midday.

**Meeting Closed at 1.15pm.**

