



HENFIELD PARISH COUNCIL

Meeting of the Amenities and Open Spaces Committee held on Wednesday 8th October 2025 at 10.00am at the Henfield Hall

Present: Cllrs M Morgan (Chairman), D Jemmett, D Grossmith, R Kendall, S Leader, G Perry, R Shaw and A Willard

In attendance: Mr J Bowes and Mr O Dennis (Henfield Football Club – HFC), Mrs R Grantham (Operations Manager – OM) and Mrs B Samrah (Parish Administrator - PA).

MINUTES

1 DECLARATION OF MEMBERS INTERESTS

There were none.

2 APOLOGIES

There were none.

3 APPROVAL OF THE MINUTES OF THE MEETING 10th SEPTEMBER 2025

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

4 MATTERS ARISING

1. To receive the report circulated with the agenda.

The Chairman adjourned the meeting.

OPEN FORUM

Cllr Grossmith confirmed that the Leisure Centre (LC) wanted to plant a privet hedge around the Padel Courts with a low post and rail fence around that for protection whilst the hedge is growing. He said that the slope would not be grassed but would have a membrane. Mr Bowes said that HFC had no problems with playing on the pitch nearby and that the managers ensured that the children did not go too close to the courts.

Cllr Grossmith also said that one of the roof panels had blown off but had not caused a problem. He said that the new parts from Spain had been ordered and he would be looking into why this had happened. The Chairman said that the Council had written to HDC to ask whether S106 money could be used for drainage works to the Kings Field and Memorial Field. Mr Bowes said that HFC hoped that work would commence in Spring and that HFC were applying for grants.

Mr Bowes agreed that the cutting back of trees near the floodlights could wait until the leaves had fallen.

The Chairman said that the Works Officers (WO) had begun to clear the area around and behind the pavilion in preparation for the Storage Containers, it was likely that a digger may be needed to level the ground. It was agreed that the WO would liaise with HFC about clearing the goals and other items stored behind the Pavilion in order to clear away brambles and undergrowth.

Mr Bowes said that the main changing room floor had collapsed in the pavilion and so they had hired a container as a temporary changing room. He said that work on the floor was planned to start on 13th October. He said HFC were hoping for a grant to assist with the funding. He also said that the container would be moved as soon as possible but thought the flooring work may take four weeks. It was agreed that HFC would liaise with Council over finishing dates and that it may be necessary to move their container in order to get the WO Storage Containers installed. Mr Bowes said that having electricity for lighting and sockets in the Storage Container would be relatively easy but that a car charging point would be more problematic.

Cllr Leader joined the meeting at 10.15am.

Mr Bowes introduced Mr Owain Dennis as new Development Manager for HFC.

Mr Bowes said that HFC were finding it difficult to get sufficient quotes for the work at both Memorial and Kings Fields. He added that HFC hoped to have as many games as possible played at Kings Field and that Under 16s play at Memorial Field. Cllr Grossmith said that he felt that the ground to the side of the Padel courts felt drier even after the heavy rain in September and hoped it would continue.

Mr Bowes and Mr Dennis left the meeting at 10.16am.

The Chairman reconvened the meeting.

5 CHAIRMAN'S ANNOUNCEMENTS

There were none.

6 CONSIDER WSCC INVITATION TO JOIN AN INTERPARISH BUS SHELTER WORKING GROUP

The Chairman suggested that a bus shelter might be appropriate by the Bull, at the junction of Furners Lane and High Street, at Woods Mill or by the Common. Cllr Perry agreed to represent the Council on this Committee with Cllr Willard as back up. Cllr Perry confirmed that Henfield was the biggest of the towns that the Number 17 Bus stopped at outside of Horsham and Brighton.

Cllr Grossmith said that he had seen a new bus shelter had been built just north of the Bull. He also said that there might be a need for a Bus Shelter where the School Children waited for coaches to take them to Steyning Grammar School in Small Dole.

ACTION POINT: Cllr Perry would represent the Council on this Working Group with Cllr Willard as a back up. PA to notify WSCC.

7 ACTIVE TRAVEL

1. Feedback from primary school on potential additional entrance gate – Cllr Leader confirmed that she had met with the head and from that meeting: -

- it would be difficult to monitor gates at opposite ends of the school.
- school car park will need resurfacing in the future.
- school would like to keep pathway on Kings Field on the agenda for when funding was available.
- It was hoped that funding may come from Parsonage Farm
- Cllr Leader would liaise with Chairman of PAC

Cllr Perry said that it was important that the Council keep school informed of new developments.

Cllr Leader confirmed that Cllr Ayres is now a school governor.

The Chairman said that the Bishops Meadow Management Company have written to WSCC about the identification of Deer Park as a Private Street.

TOAD IN THE HOLE WOOD CARVING

The Chairman explained that the rot on the stump is more prolific than originally thought and that it was unlikely that the Toad in the Hole Tree Stump could be moved safely. It was suggested that the Toad from the top of the stump could be cut and taken to a suitable place and the rest allowed to rot over time. The Chairman agreed to speak with the person responsible for raising the funding for the original project.

ACTION POINT: The Chairman would liaise with the original organiser.

9 PLAYING FIELDS

1. Drainage on the Memorial Field and Kings Field – This was covered in the Open Forum.

10 CONSIDER THE QUOTATION FOR WINTER PLANTING

It was **PROPOSED** by the Chairman, **SECONDED** by Cllr Kendall and **VOTED ALL IN FAVOUR** to accept the quotation from Stonepit Nurseries for £450.00 for ten planters and three troughs and £350.00 for two large planters on the Wantley Hill roundabout.

ACTION POINT: The OM to confirm with Stonepit Nurseries that this work can go ahead.

The Chairman said that he was still awaiting a quote to make good the beds in Bishops Lane and he would speak with the owners of the flats once he knew the likely cost. He said that the owner had previously offered £200. The Chairman said that he would like to get this remedial work completed over the winter.

11 REMEMBRANCE EVENTS

The Chairman confirmed that a planning meeting had taken place and that everything was progressing. It was confirmed that the Air Training Corps Steyning have not yet confirmed their attendance. PA agreed to chase.

ACTION POINT: The PA would liaise with ATC, Steyning

12 WORKS OFFICERS STORAGE CONTAINERS

1. To receive an update on the installation of containers on the Kings Field including the removal of one Ash Tree – This had been covered in the Open Forum. The OM confirmed that WO would be clearing and measuring the area the following day.

13 CONSIDER BUDGETS FOR FORTHCOMING YEAR

The Chairman confirmed that budgets will need finalising next month and asked if anyone had any projects to consider that they let he or the Clerk know as soon as possible. Cllr Willard asked whether lighting and fencing at the Kings Field could be considered. Cllr Kendal asked whether the remaining

path in the cemetery from Lychgate inwards. He also asked if the lighting problem had been solved and whether that could be included. The OM said that the WO thought they might need to replace their ride on mower soon and the likely cost was £10,000. The Chairman said that if the Council were taking on more land then this would be necessary. He hoped that money could be put aside over a couple of years.

14 CONSIDER REQUEST FROM THE LEISURE CENTRE FOR A CLOTHES RECYCLING BIN IN THE CAR PARK

It was agreed that Cllr Grossmith would liaise with the Leisure Centre and find out more details.

14 CLERK'S REPORT

1. Financial update – It was confirmed that 50% of the financial year had been completed and that 60.54% of the budget had been spent. Income from the cemetery was 69.2% of budget.
2. Any further updates - There were none.

15 ANY OTHER URGENT MATTERS TO BE RAISED BY COUNCILLORS

There were none.

16 DATE AND TIME OF NEXT MEETING

Wednesday 12th November 2025.

Dates for meetings in 2026 are:- 14th January, 11th February, 11th March, 8th April, 13th May, 10th June, 8th July, 9th September, 14th October and Thursday 12th November

The Meeting closed at 10.57am