



HENFIELD PARISH COUNCIL

**Meeting of Henfield Parish Council to be held on Tuesday 7th October 2025 at 7.00pm
in The Henfield Hall.**

Present: Cllr E Goodyear (Chairman), J Jones, M Morgan, G Perry, R Kendall, D Grossmith, R Shaw, A Willard, M Andrews, M Chandler, C Simmonds, S Leader and D Jemmett.

In attendance: Mrs R Grantham (Operations Manager – OM), Ms T Dawson – Ouse and Adur Rivers Trust, Ms A Donoghue - Chair of Henfield Community Partnership (HCP) and two members of the public.

AGENDA

1. **DECLARATION OF MEMBERS' INTERESTS**
None.
2. **APOLOGIES**
Cllrs Potts and Ayres.
3. **APPROVAL OF MINUTES OF THE PARISH COUNCIL MEETING HELD ON 2nd SEPTEMBER 2025**
Approved. Signed and dated by the Chairman.
4. **MATTERS ARISING**
5. **CHAIRMAN'S ANNOUNCEMENTS**
 - a) The Summer Fair
The Chairman thanked the organisers and will ask the Clerk to write to them. A member of the public was invited to speak. She reported on the success of the fair and results from a survey indicating that the preference would be for the fair to return annually and perhaps in summer months as weather had been challenging. The Chairman confirmed that the council would be willing to consider a funding proposal for a future fair.
 - b) Budgets for 2026/27
The Clerk is currently preparing draft budgets. All committees will need to consider budgets in their November meetings. The Finance Committee (FRC) will then consider the full draft in their December meeting, with final agreement to be confirmed at Full Council in January.

The Chairman adjourned the meeting.

OPEN FORUM

A member of the public spoke under item 5 a).

The Chairman reconvened the meeting.

6. **PRESENTATION FROM TARA DAWSON REGARDING THE ADUR ADAPTATION PROJECT**
Ms Dawson reported on the Ouse and Adur Trust project for natural flood management in the Adur catchment area. She is working with landowners and farmers to introduce measures such as installing buffer strips, scrapes, leaky dams and creating wetlands with the intention of reducing the rate of flow of the river. Monitors to measure flow have been installed at various locations. It is hoped there will also be positive impacts on water quality, soil health and biodiversity.
7. **ANNUAL REPORT FROM THE CHAIR OF THE HENFIELD COMMUNITY PARTNERSHIP**

A report was circulated prior to the meeting. The Chair of HCP Ms Donoghue added that she hoped that HCP and the Council could work together on a review of community buildings, how High Street and local businesses could be supported and on local government reorganisation. She also stated that HCP have some ideas for a potential theme for next year and that HCP would like to be involved in the review of the Neighbourhood Plan. It was noted that there will need to be clear separate accountability between HCP and the Council. The Rural and Market Towns Economic Alliance was briefly discussed. There is a networking event at the Leisure Centre on 3rd November at 7pm which Councillors were invited to attend. HCP were thanked for all their support of the groups and organisations in the village.

Ms Donoghue left the meeting at 7.50pm.

8. **WEST SUSSEX COUNTY COUNCIL REPORT**

Cllr Payne was unable to attend the meeting. No report was submitted prior.

9. **HORSHAM DISTRICT COUNCIL (HDC) REPORT**

Cllr Perry reported that there has been a recent visit to Bramber Brooks and that there is no further update on the Local Plan. She would welcome feedback on the recent Code of Conduct training. She added that she will be approaching HDC with a proposal from Access Henfield for a community toilet scheme. The planning application for Sandgate nurseries is expected soon and permission for a judicial review on the planning consent at Horsham Golf and Fitness has been refused.

10. **DISCUSS THE NEW PARSONAGE FARM DEVELOPMENT AND THE POTENTIAL ADOPTION OF OPEN SPACES AND PLAYGROUNDS BY HENFIELD PARISH COUNCIL**

Each relevant committee has discussed this matter separately. It was agreed that the response should be positive initially so that no areas or facilities are ruled out. There will be opportunity to pull back if necessary, as more information on potential funding becomes available. It was noted that it would be useful to have a management plan in particular for the nature areas.

11. **MOTION: TO AGREE IN PRINCIPLE TO THE DRAFT TEXT FOR A S106 AGREEMENT RELATING TO A BIKE PARK IN THE PARSONAGE FARM DEVELOPMENT, SUBJECT TO FURTHER SCRUTINY FROM THE FINANCE, RISK & CHANGE GOVERNANCE COMMITTEE**

The text was circulated prior to the meeting. More information was gathered at a recent meeting with Wellbeck. They are currently in the process of selecting a developer. Once agreed it will take approximately a year to resolve reserved matters, the council will be consulted as part of the planning process. There is likely to be a 3–4-year build plan over several phases with the CIL funding also phased at each stage. It was noted that reference should be made in the response email to the councils request to potentially move the location of the bike park.

It was **PROPOSED** by the Chairman, **SECONDED** by Cllr Grossmith and **VOTED ALL IN FAVOUR** to agree in principle to the draft text for a S106 agreement relating to a bike park in the Parsonage Farm development, subject to further scrutiny from FRC.

12. **COMMITTEE REPORTS**

(A) **Finance, Risk & Change Governance**

Cllr Jones reported that the Football Club has agreed to the positioning of storage containers east of the pavilion on the Kings Field and a budget of £10,000 has been agreed, although there will be additional costs for the electricity supply. Up to £2,000 has also been agreed to install an electric car charging point and an additional £5,000 towards purchase of an electric van.

(a) Summary of £42,511.52 Expenditure from 1st September – 30th September 2025.
Noted by Council.

(b) Select Expenditure as the Monthly Random Audit Check – September.
Cllr Grossmith selected Mr M Morgan – applications for Land Registry.

(B) Plans Advisory

Cllr Shaw had nothing to report.

- a) Neighbourhood Plan Update
Nothing to report.

(C) Amenities & Open Spaces

Cllr Morgan reported that discussion on the future of the “Toad in the Hole” carving at the Leisure Centre will take place at the meeting tomorrow.

(D) Children & Young People

Cllr Leader reported that an updated skate park design is expected soon. There will then be further consultation with users on the design and process. Residents will be engaged once there is a schedule of works in place.

(E) Museum

The committee has not met since the last meeting.

(F) Joint Commons

Cllr Perry reported that various concerns have been raised regarding horse riding on the Common and a recent visit around all of the commons has raised some issues in relation to ownership of the roads. There has been some discussion on installing trackways to improve access to the Common. Additional trees have been added to the ancient tree inventory.

(G) Local Government Reorganisation

Cllr Jones reported that proposals from potential unitary authorities have now all been submitted and a decision from government is expected in the spring to be followed on 7th May by the Mayoral election. There will be a meeting to discuss car parks with other parishes on Thursday. HDC have shared the asset transfer policy and it is felt that it is likely to be of benefit to have a much control over Henfield assets as possible, subject to available funding.

13. MOTION: TO PROVISIONALLY APPROVE THE TRANSFER OF HORSHAM DISTRICT COUNCIL LAND WITHIN THE PARISH TO HENFIELD PARISH COUNCIL

Following the report under item 12 (G) it was agreed to respond positively. An amendment was all agreed to the wording of the motion in order to clarify this is a register of interest not a final approval and to replace ‘land’ with ‘assets’ as this transfer may include for example the High Street public conveniences.

It was **PROPOSED** by Cllr Jones, **SECONDED** by Cllr Willard and **VOTED ALL IN FAVOUR** to approve the register of interest for the transfer of Horsham District Council assets within the parish to Henfield Parish Council.

14. REPORTS FROM MEMBERS REPRESENTING COUNCIL ON OUTSIDE BODIES

Cllr Grossmith reported from the Leisure Centre that planting of a native hedge surrounding the padel courts will take place shortly. There will also be a short post and rail fence to protect it. He also reported that a roof panel had blown off the padel court roof in a recent storm. He will follow up with the Leisure Centre on plans to resolve this issue. Wind monitors may need to be fitted.

Cllr Leader reported from HCP that there is a Coffee on the Kerb event on Saturday at 5 Woodard Mews 11am to 1pm followed by a pot luck lunch at the Haven 2pm to 5pm. All are welcome.

15. PCSO & POLICE ACTIVITIES

- a) Zig Zag Lines

The recent campaign to prosecute people parking on the zig zag lines has been a great success. It was noted that 14 out of 15 offenders were Henfield residents, not those just passing through the village. There has been a generally positive response on Facebook and the area has seemed to be much clearer since. Some residents have raised the issue of restricting parking on the High Street to one hour to allow more passing trade, as it is felt that a lot of the

High Street parking is taken up by residents rather than shoppers. The issue of parking on double yellow lines outside the fish and chip shop was also raised. This is a no unloading area so no 10 minute grace period is required. Lack of enforcement and the potential impact of Devolution was also briefly mentioned as this is currently carried out by HDC.

16. **ANY OTHER URGENT MATTERS TO BE RAISED BY COUNCILLORS**
None.

17. **DATE OF NEXT MEETING**
Tuesday 4th November 2025.

Meeting Closed at 8.30pm.