**A picture containing emblem, crest, symbol, badge  Description automatically generated HENFIELD PARISH COUNCIL**

**Meeting of the Children and Young People Committee held on Wednesday 8th October 2025 at 12 midday in the Henfield Hall**

**MINUTES**

**Present:** Cllrs S Leader (Chairman), A Willard, F Ayres, M Andrews, G Perry, D Jemmett and C Simmonds. Also Cllr E Goodyear.

**In attendance:** Mrs R Grantham – Operations Manager (OM) and a representative from the football club.

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| 1 | DECLARATION OF MEMBERS’ INTERESTS  None. |
| 2 | **APOLOGIES**  None. |
| 3 | **APPROVAL OF MINUTES OF MEETING 10th SEPTEMBER 2025**  Approved. Signed and dated by the Chairman. |
| 4 | **MATTERS OUTSTANDING**  1. Basketball court repair  This will be scheduled for when other tarmac repairs are due to take place in the village. It was noted that although there is a plan for a multisports court on the IDP, this could be reviewed and a basketball group encouraged to form to follow this through. Cllr Andrews volunteered to lead.  2. Training rig instructions  Updated labelling from the supplier will be available in Spring 2026.  *The Chairman adjourned the meeting* |
|  | **OPEN FORUM**  The football club confirmed the tournament will be on the weekend of 16/17th May 2026.  *The Chairman reconvened the meeting.* |
| 5 | **CHAIRMANS ANNOUNCEMENTS**  The Chairman and Cllr Willard have met with the headteacher who confirmed that the school would like to continue to pursue the hard surface path to the side entrance gate as recommended by WSCC Active Travel. They would be unable to man a new entrance gate at the far north of the site due to lack of staff. They also don’t have funding for more works to take place on their land. Their current priority for funding is their staff car park which is subsiding. The school are also interested in having land and funding allocated for them to build a preschool. They were informed of the latest progress on the planned development for Parsonage Farm. The Chairman will clarify with the Plans Advisory Committee and Cllr Goodyear on what steps the school should take and liaise with the school. Cllr Ayres is a school governor and can follow up through a different channel. |
| 6 | **PROJECTS**  1 Skate Park Improvements  A meeting was held at the skate park on 1st October with the architect and Cllr Grossmith to review the latest design. An updated design is being worked on. It will then be shown to the users and the process explained. Three quotations will be sought once the final design has been approved. The works cannot begin until spring when weather is dry. Local residents will be consulted once a schedule of works is available.  2. Facilities at Parsonage Farm  The Parish Council have agreed to respond positively to the potential adoption of open spaces and playgrounds on the development so that nothing is ruled out at this stage. The finance committee will agree the final wording for the S106 agreement for the bike park. There are further discussions to be had on the location of the bike park within the development. It was noted that consultation with potential users will be necessary at the design stage. |
| 7 | **CONSIDER RECOMMENDING APPROVAL OF THE COMMUNITY TRANSPORT POLICY TO THE FINANCE, RISK AND CHANGE COMMITTEE**  It was agreed to recommend the policy to the finance committee. |
| 8 | **QUOTATION TO UPGRADE THE STREET ART WALL CONSIDER**  As the work is not urgent it was agreed to delay until spring and budget for the work to take place, rather than use reserves. The indicative cost is £1530 |
| 9 | **CONSIDER THE QUOTATION FOR REPAIRS TO THE WET POUR SURFACE AT CHESSBROOK**  As per the previous item, as the work is not urgent it was agreed to budget for next year rather than use reserves. The indicative cost is £4663. It may also be considered as part of a wider renovation of the play area. |
| 10 | **CONSIDER BUDGET FOR FORTHCOMING YEAR**  In addition to the work described in items 8 and 9, the committee would also like to make provision in the budget for an additional piece of accessible play equipment at Chessbrook at a likely cost of up to £15,000, potential funding of summer holiday clubs through the youth club or school and the launch and running of a Youth Forum. Further works will also be needed as part of the skate park renovation including lighting, fencing and a pathway from the youth club. The OM confirmed the budget and reserve headings. The committee suggests an increase to £25,000 for the Recreational Equipment and Skate Park budget, £7000 for Youth Projects and £2000 for Youth Activities. An additional £2000 provision for each of the reserves will also be needed. |
| 11 | **CLERK’S REPORT**  1. Financial update.  The OM confirmed that at exactly half way through the year the committee have spent 46.89% of budget. This rises to 87% when factoring in the cost of the skate park design, the invoice has not yet been received.  2. Any further updates.  None. |
| 12 | **ANY OTHER URGENT MATTERS TO BE RAISED BY COUNCILLORS**  The committee noted that there is a possibility of the toad on top of the carved tree stump by the leisure centre being removed to preserve it due to the rest of the carving rotting away. The committee might want to consider if this could be relocated in a children’s play area. |
| 13 | **DATE AND TIME OF NEXT MEETING**  12th November 2025 at 11.30am. |
| Meeting Closed at 1.15pm. | |