



## **HENFIELD PARISH COUNCIL**

**Meeting of Henfield Parish Council held on Tuesday 2<sup>nd</sup> December 2025  
at 7.00pm in The Henfield Hall.**

**Present:** Cllrs E Goodyear (Chairman), J Jones, G Perry, R Kendall, C Simmonds, J Potts, S Leader, A Willard, D Jemmett, R Shaw, F Ayres, M Andrews and M Chandler.

**In attendance:** Mrs R Grantham – Operations Manager (OM) and Cllr S Payne – West Sussex County Council (WSCC).

### **MINUTES**

1. **DECLARATION OF MEMBERS' INTERESTS**

None.

2. **APOLOGIES**

Cllrs Morgan and Grossmith.

3. **APPROVAL OF MINUTES OF THE PARISH COUNCIL MEETING HELD ON 4<sup>th</sup> NOVEMBER 2025**

Approved. Signed and dated by the Chairman.

4. **MATTERS ARISING**

a) Reducing the Carbon Footprint.

Following a successful bid, Henfield has been accepted for a parish energy plan. A meeting will be held on 11<sup>th</sup> December to share ideas with a follow up in the new year once research undertaken. assistance can be given in applying for grants. All are encouraged to attend.

5. **CHAIRMAN'S ANNOUNCEMENTS**

None.

*The Chairman adjourned the meeting.*

### **OPEN FORUM**

There were no members of the public present at the meeting.

*The Chairman reconvened the meeting.*

6. **WEST SUSSEX COUNTY COUNCIL REPORT**

Cllr Payne reported that WSCC have recently been accredited as a foster friendly employer, and held a well-attended student led Autism in Schools event. The consultation for proposed options for Local Government Reorganisation (LGR) is open until the 11<sup>th</sup> January. There is also a consultation open on transport proposals for Horsham. The OM confirmed that the council have not received any contact regarding the riparian tool kit. It was noted that there is upcoming ash die back work planned for mid-December between Henfield and Small Dole.

7. **HORSHAM DISTRICT COUNCIL REPORT**

Cllr Potts reported that the Planning Inspector has now accepted and acknowledged that circumstances have materially changed with regards to the Local Plan in terms of the duty to co-operate. There is still a lot of work to be done before reissuing it. The draft annual plan for Horsham District Council (HDC) is now out for consultation, the closing date being 8<sup>th</sup> December. All information is online. The Rural and Market Town Economic Alliance plan has now been adopted and it is hoped this will reflect local village needs. Cllr Leader asked why this was not part of the annual plan, Cllr Potts will enquire. Cllr Potts continues to work with the enforcement team on issues relating to The Slips, Fenlea on Furner's Lane and Martha's Barn. He is also addressing some concerns regarding the library car park lighting. Cllr Perry added that she has recently attended a Climate Action Network meeting.

8. **CONSIDER THE PARISH COUNCIL BUDGETS FOR 2026/27**

A draft was circulated prior to the meeting. The Finance, Risk and Change Committee (FRC) discussed and agreed the draft at their November meeting. Councillors had no comment to make. FRC will consider again at their December meeting and final approval will be sought at Full Council in January.

9. **CONSIDER THE PARISH COUNCIL RESPONSE TO THE LOCAL GOVERNMENT REORGANISATION CONSULTATION**

The Chairman asked whether councillors felt there was a need to submit an overall Parish Council Response and whether they might be able to reach a consensus majority view. It was generally agreed that a Parish Council response would be preferable and that it would be appropriate to consider further as individuals. If Councillors were able to indicate their views to the Parish Office these could then be included in discussions at the next LRG meeting on 17<sup>th</sup> December. This item will be added to the January 2026 HPC agenda for a final decision. Cllr Payne recommended reading the report that has been signed off by all s151 officers representing current authorities.

10. **DISCUSS POTENTIAL TOPICS FOR THE YEAR OF 2026**

The Chairman explained that, following discussion with Henfield Community Partnership (HCP), a suggestion has been put forward for a focus on the village centre. This was all agreed by show of hands. It was noted that HCP intend to have a wider focus to encompass the business parks, but that the Council could concentrate mainly on the High Street where it has existing commitments, therefore enabling various committees to become involved. The achievements of the Year of Care and Wellbeing including Access Henfield and Coffee on the Kerb were briefly discussed, it is hoped a final report will be drawn up following a closing meeting planned for January 2026. It was noted that there is an Access Henfield folder in the library with up-to-date accessibility information.

**Action Point: The Clerk to include a Year of Care and Wellbeing report on the agenda for the next meeting.**

11. **COMMITTEE REPORTS**

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

Cllr Jones reported that the minutes of the recent meeting did not accurately describe the view of HCP in relation to the theme for 2026, this has been clarified under item 10.

(a) Summary of £29,507.07 Expenditure from 1<sup>st</sup> November – 30<sup>th</sup> November 2025.  
Noted by Council.

(b) Select Expenditure as the Monthly Random Audit Check – November.  
Cllr Andrews selected Screwfix angle grinder.

**(B) Plans Advisory**

Cllr Shaw reported that a letter has been received from Taylor Wimpey requesting a meeting regarding their proposal for 500 homes east of London Road. It has been suggested that they attend one of the regularly scheduled Plans Advisory Committee (PAC) meetings, however their preference is to meet privately. PAC will discuss how to proceed at their meeting this week. It was also noted that an appeal has been lodged against the refusal of permission for 191 homes east of Charlwood Drive, the original substantive reasons being that it was not included in the Horsham Local Plan or in the Henfield Neighbourhood Plan (HNP). Planning documents submitted by the developer refer to the lack of Horsham Local Plan and that the HNP five-year anniversary is in June, suggesting that there are no plans to refresh or renew it which is not the case. With regards to water neutrality, Cllr Shaw explained that this will no longer be considered an issue with effect from March next year. Finally, tree officer John Willis was thanked sincerely for his very valued reports to the committee on applications for tree work.

a) Neighbourhood Plan

The next overall working group meeting will take place in January, the subgroups will report on their findings then consultation with HDC can take place.

**(C) Amenities & Open Spaces**

Cllr Jemmett reported that two members of the public attended the recent meeting and various actions are being taken forward.

a) Bus Service Improvement Grant

Cllr Perry reported on a recent successful meeting with WSCC which suggested that there is potential funding available (specifically focused on the number 17 route) to install an additional bus shelter at one of the three bus stops on the high street, as well as other possible improvements such as changes to pavements. Cllr Perry asked councillors to feed in their thoughts to her and notices on current bus stops were suggested. It was generally agreed that the bus stop outside Sainsbury's seems the most well used.

**(D) Children & Young People**

Cllr Leader reported the youth club attended the most recent meeting to report on their activities and some parish council funding was agreed. The skate park project continues to move forward, structural drawings are currently awaited.

**(E) Museum**

Cllr Potts reported that the recent meeting was postponed. The digitisation project continues, a quote is awaited for the smaller artwork. The museum also needs another volunteer.

**(F) Joint Commons**

Cllr Perry reported that the committee are meeting on Friday. The conservation volunteers have done a lot of work recently, the dump bags on the Common will be cleared shortly by HDC.

**(G) Local Government Reorganisation**

Cllr Jones reported that the meeting scheduled for 26<sup>th</sup> November has been rescheduled to 17<sup>th</sup> December allow for the attendance of the former Lancing Parish Council Clerk who will be advising on the management of car parks.

**12. REPORTS FROM MEMBERS REPRESENTING COUNCIL ON OUTSIDE BODIES**

Cllr Leader reported that a recent funding workshop held by HCP was well attended. The results from the asset survey will be available soon and the High Street survey will begin on Friday. Coffee on the Kerb next Saturday is at 6 Gander Close.

**13. PCSO & POLICE ACTIVITIES**

The PCSO has recently been dealing with an issue at the school with youths climbing on the roof of the buildings.

**14. ANY OTHER URGENT MATTERS TO BE RAISED BY COUNCILLORS**

Councillors were reminded about the Christmas event on the High Street and in the Hall on Friday from 5pm.

The Chairman thanked all councillors and staff for their hard work this year and wished all a Merry Christmas.

**15. DATE OF NEXT MEETING**

Tuesday 6<sup>th</sup> January 2026.

**Meeting Closed 8.40pm.**