



## HENFIELD PARISH COUNCIL

**Meeting of Henfield Parish Council held on Tuesday 13th January 2026 at 7.00pm in The Henfield Hall.**

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

**In attendance:** Mr K Wright (Clerk), Mrs R Grantham (Operations Manager), Mrs H Boosey (Parish Administrator), Cllr S Payne – West Sussex County Council (WSCC) and Ms A Donoghue – Chair of Henfield Community Partnership (HCP).

### MINUTES

#### **1. DECLARATION OF MEMBERS' INTERESTS**

Cllr Jones declared an interest in item 11 as a trustee of the Clarkes Mead Trust.

#### **2. APOLOGIES**

Cllrs M Chandler, D Grossmith, A Willard and C Simmonds.

#### **3. APPROVAL OF MINUTES OF THE PARISH COUNCIL MEETING HELD ON 2<sup>nd</sup> DECEMBER 2025**

Approved. Signed and dated by the Chairman.

Cllr Payne joined the meeting at 7.03pm.

#### **4. MATTERS ARISING**

##### **a) Parish Energy Workshop – Update.**

There were several suggestions discussed at the workshop run by the Community Energy Partnership including solar energy and biodigesters. The next meeting is on 26<sup>th</sup> January at 6.30pm in the Henfield Hall. The Chairman encouraged Councillors to attend.

#### **5. CHAIRMAN'S ANNOUNCEMENTS**

##### **a) Community Buildings Audit.**

A report compiled by HCP was circulated prior to the meeting. The Chairman confirmed that alongside funding issues there was some difficulty in recruiting volunteers and trustees for various organisations. She stated that the Parish Council may be able to assist by requesting trustee training from Horsham District Council (HDC) and that the usual review of the infrastructure delivery plan would be conducted in the coming weeks, taking into account the likelihood of increased CIL contributions that may be received as a result of increased housing development in the village. Cllr Shaw commented that there is also an issue in delivery of complex projects for some community organisations.

*The Chairman adjourned the meeting.*

#### **OPEN FORUM**

Ms Donoghue commented in addition to the item above that HCP believe they have identified a need and would be open to discussion on how they can also assist. They are holding a volunteer networking and recruitment event on the 27<sup>th</sup> February at the Leisure Centre.

*The Chairman reconvened the meeting.*

#### **6. WEST SUSSEX COUNTY COUNCIL REPORT**

Cllr Payne reminded Cllrs that all WSCC libraries will be closed from 17<sup>th</sup> to 21<sup>st</sup> while a new data system is installed. She has requested that they are still available as warm spaces. She added that there is a range of wellbeing services available such as health MOTs, smoking and alcohol support and that the Definitive Map Modification Order application to upgrade footpath 2540 to a bridleway has been reopened

for representation due to a technical error in the previous order. She was informed that the flooding at Woods Mill has been reported again to highways with a request made for drain clearance. There appears to have been no progress made on the flood warning system for Mock Bridge. WSCC have recently been chased for an update.

**7. HORSHAM DISTRICT COUNCIL REPORT**

Cllr Perry reported that there is a new HDC housing strategy which makes for provision for additional services for rough sleeping and homeless people as well as increasing affordable housing stock. She has attended a regional policing briefing and was pleased to report that the Horsham District is second best behind Wealden for the lowest crime levels, although there has been an increase in environmental anti-social behaviour. The Council Tax reduction scheme has been approved with no changes from the previous year and there is ongoing discussion regarding the divesting of pension funds away from arms and fossil fuel. HDC are also considering how to monitor adherence to planning conditions. Cllr Potts added that planning officers are currently considering the implications of the Planning and Infrastructure Bill. It was noted that two planning applications for Henfield for sites not on the Neighbourhood Plan (NHP) are due to be determined in the next few weeks. This is causing a lot of concern and uncertainty. Cllr Goodyear commented that she has asked MP Andrew Griffith to raise the issues of the validity of Neighbourhood Plans and land banking by developers in parliament.

**8. MOTION: TO APPROVE COUNCIL EXPENDITURE & INCOME BUDGETS FOR 2026/27**

A draft was circulated prior to the meeting. The Clerk confirmed that there had been no changes since the previous version and that the budget had been recommended for approval by the Finance Risk and Change Governance Committee (FRC). The proposed budget will increase from £437,355 to £466,995 therefore 6.8%. There were no question or comments to add.

It was **PROPOSED** by the Chairman, **SECONDED** by Cllr Jones and **VOTED ALL IN FAVOUR** to approve the income and expenditure budget for 2026/27.

**9. MOTION: TO APPROVE THE PARISH PRECEPT FOR 2026/27 IN THE SUM OF £403,895**

The precept proposed will increase from £373,220 to £403,895, an increase of 8.2%. For a band D property this will result in an increase of £10.63 per annum, or 89p per week.

It was **PROPOSED** by the Chairman, **SECONDED** by Cllr Morgan and **VOTED ALL IN FAVOUR** to approve the precept of £403,895 for 2026/27.

**10. MOTION: TO APPROVE THE DONATIONS GUIDELINES**

A draft was circulated prior to the meeting. The Chairman added that the Parish plan to reintroduce this scheme following the increase in interest rates leading to a small surplus in funds available. The scheme is aimed at small community organisations that have less access to more formal funding sources. Cllr Kendall recommended that a line is added to clarify that any grants awarded will not be a set a precedent to others.

It was **PROPOSED** by the Chairman, **SECONDED** by Cllr Shaw and **VOTED ALL IN FAVOUR** to approve the donation guidelines subject to the amendment mentioned above.

**Action Point: The Clerk and Chairman to amend as above.**

**11. MOTION: TO APPROVE A £10K GRANT FOR THE COMMUNITY SCOUT CENTRE**

The final contribution to be made for the community centre is dependent on the final fit out costs being in place however there is currently no water or electricity supply. Following discussion, it was agreed that it would be useful to visit the building to see the progress made with an opportunity to ask questions. Therefore, this motion will be delayed until a future meeting.

**12. HENFIELD ANNUAL PARISH MEETING – 3<sup>RD</sup> MARCH 2026**

The Chairman commented that she would like to follow a similar format to last year, with less formal presentations but information stands around the room with Councillors available to discuss and answer questions. Topics agreed for presentations were the Community Buildings Audit and Access Henfield with stands to include the Parish Energy Plan and High Street survey. Inspector Durkin and PCSO

Graham Foster will also be invited, in particular to update on the zig zag parking at One Stop. It was noted that some Councillors would prefer not to sit in full view behind the person presenting.

13.

## **COMMITTEE REPORTS**

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

Cllr Jones reported that the main topic of discussion in the most recent meeting was the 2026/27 budget.

- (a) Summary of £35,962.74 Expenditure from 1<sup>st</sup> December – 31<sup>st</sup> December 2025.  
Noted by Council.
- (b) Select Expenditure as the Monthly Random Audit Check – December.  
Cllr Andrews selected Zoom Video Communications.

### **(B) Plans Advisory**

Cllr Shaw reported that there had been a well-attended meeting featuring a presentation by Taylor Wimpey. There was some frustration at the lack of their ability to answer questions, particularly on other local developments. There will be a public webinar online consultation in coming weeks. An initial application is expected in the spring. It was noted that there is also a neighbouring site capable of providing an additional 300 home to the 500 already proposed.

- a) Neighbourhood Plan Update.  
This was nothing reported.

### **(C) Amenities & Open Spaces**

Cllr Morgan reported that the containers are now in position on the Kings Field, the next stage in the project is to install the electricity supply and car charger.

### **(D) Children & Young People**

Cllr Leader reported that the recent meeting was cancelled due to lack of items for the agenda.

### **(E) Museum**

Cllr Potts reported that there is a meeting next week and offered to answer any questions.

### **(F) Joint Commons**

Cllr Perry reported that Eddie Colgate has stood down from the committee; he was thanked for his many years of expert service. There is due to be a new information board installed at the Tanyard and there will be some repair work undertaken on the barn. The situation with regards the horse barriers on the Common is being monitored.

### **(G) Local Government Reorganisation**

Cllr Jones reported that there had been a positive and useful meeting with the former Clerk of Lancing Parish Council who advised on the running of car parks. There was also a follow up meeting with the other five parishes concerned.

## **REPORTS FROM MEMBERS REPRESENTING COUNCIL ON OUTSIDE BODIES**

Cllr Leader reported on the progress of the High Street survey and the coffee on the kerb events.

## **PCSO & POLICE ACTIVITIES**

There was nothing to report.

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

None.

## **DATE OF NEXT MEETING**

Tuesday 3<sup>rd</sup> February 2026.

Meeting Closed at 8.04pm.

