



Henfield Parish Council

Meeting of Children and Young People Committee held on
Monday 9th February 2026 at 7.30pm in the Henfield Hall.

Present: Cllrs S Leader (Chairman), D Jemmett, G Perry, M Andrews, F Ayres, E Goodyear

In attendance: Mrs R Grantham (Operations Manager – OM), Mrs H Boosey (Parish Administrator – PA)

1 Declaration of Members' Interests

None

2 Apologies

Cllrs A Willard and C Simmonds

3 Approval of minutes of meeting 12th November 2025

Approved. Signed and dated by Chairman.

4 Matters Outstanding

1. Basketball court repair
Works officers will repair the burned area of the court when weather improves.
2. Training rig instruction
Available from the manufacturer in the Spring
Action: PA to chase for ETA before next meeting.

The Chairman adjourned the meeting.

OPEN FORUM

The Chairman reconvened the meeting.

5 Chairman's Announcements

Youth Club: The Chairman has received a report from the Youth Club outlining current and planned activities for the year, including a stall at the forthcoming Annual Parish Meeting on Tuesday 3rd March.

Action: PA to circulate the Youth Club report to the committee.

St Peter's Primary School: Following her meeting with the headteacher, Cllr Leader reported that the school have expressed an interest in rehoming the toad. There has been no update on Active Travel but a response is expected when the Annual Plan is released by West Sussex County Council at the end of February. The school are unable to attend the Annual Parish Meeting due to a diary clash, however Cllr Goodyear suggested that the children may like to formulate a question to put to the meeting as in previous years. Cllr Leader reported that the Parent Teacher Association (PTA) have been renamed the Friends of St Peter's School to encourage membership from interested parties other than parents. A report of the lights in the school remaining on at night needs further investigation as the headteacher reports that all lights are operated by motion sensors and should therefore be off when the school is empty.

6 Youth Engagement

1. To consider next steps to establish a Youth Engagement Working Group

The initial draft of the Terms of Reference for the Youth Engagement Working Group was accepted by the committee for consideration at the first Working Group Meeting with a view to final approval at the next CYP meeting in March.

Cllr Leader proposed that the first meeting of the Working Group take place on a Monday at 7.30pm before the next CYP meeting in March.

Action: PA to contact the following youth groups with an invitation for a representative to join the Working Group at the first meeting to represent the views of their young people – Scouts & Guides, Football Club, Theatre Group, Cricket Club, Schools, Tennis Club, Henfield Leisure Centre, Churches, SH2030.

2. Connect with Steyning Grammar School

This was discussed and will form part of the action point above.

7 Skate Park

1. To consider the inclusion of new members on the Skate Park Working Group at a later stage.

It was agreed by all and confirmed through a show of hands to add Cllr Andrews, Cllr Grossmith and the PA to the Skate Park Working Group and to remove Tom Johnston (the Skate Farm), Youth Co-Ordinator and Operations Manager.

Action: To invite Adrian Davey and one other parent to join the Working Group

2. To identify potential contractors for Skate Park construction

The Skate Park plans from the structural engineers are currently with the architect for checking. They will be made available to the committee and working group within the week. On receipt of the plan the working group will convene in order to discuss and begin process of requesting quotations from build contractors.

Action: PA to update list of potential Skate Park build contractors (10 contractors) and draft letter requesting quotes.

8 Future Projects 26/27

1. Pump Track

Welbeck have agreed to build and contribute to the upkeep of a Pump Track as part of the Parsonage Farm development.

2. Chessbrook Green refurbishment

Following on from the ROSPA report, the shrinkage of the edge of the surface at Chessbrook Green is in need of a permanent solution. Cllr Leader suggested that committee members should visit the site inspect the damage.

Action: PA to contact A.Chapman at HDC to request advice on the best solution

Action: PA to request updated quotes for Wet Pour surface.

9 Clerk's Report

1. Financial update.

As of end December 2025, the committee are 75% through the year and have spent 47% of their budget.

The financial report for end January 26 is not yet available but is expected to include £1,250 payment to the Youth Club and £6,650 for the design cost of the Skate Park.

2. Any further updates.

None

10 Any other urgent matters to be raised by councillors

Signage: Cllr Goodyear raised the possibility of signage for each of the three playgrounds (Rothery Field, Chessbrook Green, Kingsfield) under HPC care. It was determined that the committee could request funding from the Finance, Risk and Change Committee in the new financial year.

11 Date and time of next meeting

9th March 2026 at 7.30pm

Meeting Closed at 8.34pm
