



HENFIELD PARISH COUNCIL

Meeting of Henfield Parish Council held on Tuesday 10th March 2026 at 7.00pm in The Henfield Hall.

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

In attendance: Mr K Wright (Clerk), Mrs R Grantham (Operations Manager) and Mr S Bailey – Campaign to Protect Rural Henfield (CPRH).

The Council stood for a minute's silence in remembrance of Miah Babel, former Parish Councillor and tree warden from 2011 to 2014.

MINUTES

1. **DECLARATION OF MEMBERS' INTERESTS**

None.

2. **APOLOGIES**

Were received from Cllrs Willard, Grossmith, Simmonds and Andrews.
Cllr Potts absent.

3. **APPROVAL OF MINUTES OF THE PARISH COUNCIL MEETING HELD ON 13th JANUARY 2026**

Approved. Signed and dated by the Chairman.

4. **MATTERS ARISING**

None.

5. **CHAIRMAN'S ANNOUNCEMENTS**

a) Community Governance Review.

The previous review was in 2013. They are generally undertaken by Horsham District Council (HDC) every ten to fifteen years and it was felt that the timing is appropriate now given the upcoming local government reorganisation. The Parish Council will be expected to input during the summer with the review due to be complete by the end of the year.

The Chairman adjourned the meeting.

OPEN FORUM

Mr Bailey from CPRH explained the background to the organisation, recent planning history, the upcoming Croudace appeal, application expected from Taylor Wimpey and reopening of the examination of the Horsham Local Plan. He requested Parish Council endorsement for a day of community action as part of a national event organised by the Community Planning Alliance which might include a march, guided walks of heritage and wildlife sites and other activities as well as marketing and publicity. Parish Councillors advised that a road closure must be obtained to facilitate a march in the High Street alongside adequate marshals and insurance. It was noted that there is a budget available for community events. Broadly speaking Councillors were supportive of the idea of promoting community engagement and awareness of the countryside and heritage of Henfield, but were reluctant to directly endorse the day of action, or any direct criticism of HDC, or any political agenda. It was suggested that Mr Bailey approached the Council with specific requests and the Chairman suggested that the Council could provide a statement that CPRH could make reference to.

Mr Bailey left the meeting at 7.35pm.

The Chairman reconvened the meeting.

6. **WEST SUSSEX COUNTY COUNCIL REPORT**

Cllr Payne was not in attendance and did not send a report.

7. **HORSHAM DISTRICT COUNCIL REPORT**

Cllr Perry reported on the successful meetings held throughout the District; there will be another in the summer. The Chair and Vice Chair recently visited Henfield and would welcome invitations from other groups. She suggested a working group might be necessary for the community governance review and mentioned that the HDC budget has been passed. Food waste collections are due to begin on 16th March. Feedback has not been positive so far, but the scheme is a legal requirement. There will shortly be a new bench installed in the Deer Park play area.

8. **MOTION: TO ALLOW ALL ELIGIBLE PARISH COUNCIL EMPLOYEES TO JOIN HENFIELD PARISH COUNCIL'S LOCAL GOVERNMENT PENSION SCHEME**

When the original resolution was passed it mentioned specific job titles which excluded newer members of staff with different titles. The suggestion from the scheme managers was to widen the definition to allow 'all eligible members'. It was clarified that this would not widen the scope of those eligible as criteria will remain the same.

It was **PROPOSED** by the Chairman, **SECONDED** by Cllr Perry and **VOTED ALL IN FAVOUR** to allow all eligible Parish Council employees to join Henfield Parish Council's (HPC) Local Government Pension Scheme.

9. **MOTION: TO APPROVE THE REVISED INFRASTRUCTURE DELIVERY PLAN GUIDELINES**

A draft was circulated prior to the meeting. This version has been approved by the Finance, Risk and Change Governance Committee following an amendment to guidelines requesting additional governance information and evidence of a project plan and project management.

It was **PROPOSED** by the Chairman, **SECONDED** by Cllr Jones and **VOTED ALL IN FAVOUR** to approve the revised infrastructure delivery plan.

10. **MOTION: TO FORM A WORKING GROUP TO CONSIDER THE YEAR OF THE VILLAGE CENTRE**

It was agreed to form a working group consisting of one member of each committee and two representatives of Henfield Community Partnership (HCP) to meet two or three times to discuss how HPC can contribute.

It was **PROPOSED** by Cllr Leader, **SECONDED** by the Chairman and **VOTED ALL IN FAVOUR** to form a working group to consider the Year of the Village Centre.

11. **REVIEW HENFIELD ANNUAL PARISH MEETING – 3rd MARCH 2026**

The meeting was attended by 85 people; it was felt this is quite good given there are lots of other HPC communication channels available. It was agreed to sit facing the audience next year, perhaps either side of the screen. Mrs Rowbotham was praised for an interesting and well-presented update on Access Henfield. Given that all the questions asked were planning related, it was suggested that following the Neighbourhood Plan review, a talk or series of articles in local magazines could be used to improve community awareness.

12. **COMMITTEE REPORTS**

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

Cllr Jones reported that the committee did not meet in February but have recently been working on a new IT policy and plans for a new website to meet accessibility requirements.

(a) Summary of £24,197.55 Expenditure from 1st January to 31st January 2026 and £28,542.07 from 1st February to 28th February 2026.
Noted by Council.

(b) Select Expenditure as the Monthly Random Audit Check – January & February.
Cllr Chandler selected HDC Dog bin emptying for January.
Cllr Perry selected ACT Pest Control for February.

(B) Plans Advisory

Cllr Shaw mentioned the reopening of the Local Plan hearing. It was noted that HPC had previously objected due to the inclusion of the Sandgate Nursery and Small Dole sites which were not in the Neighbourhood Plan, but as these have now been passed there is likely no need for HPC to make representation. Cllr Shaw will be speaking at the Croudace appeal hearing on the 28th April and the HPC objection has already been submitted.

(C) Amenities & Open Spaces

Cllr Morgan reported that temporary cover is now in place for the High Street public conveniences and thanked Cllr Leader for her help. The committee have agreed to replace the planting beds in Bishop Lane and a replacement wider path connecting the two Leisure Centre car parks. The electricity supply for the Works Officers' containers is outstanding due to ongoing discussions on the type of electric car charger but the process is underway.

(D) Children & Young People

Cllr Leader reported that more detailed discussion is needed on alternative options for the skate park project but it has been acknowledged by the committee that the budget will remain at £50,000 rather than be increased.

(E) Museum

Cllr Morgan reported that quotes have been received for replacement CCTV and there are ongoing discussions on the fireproof door.

(F) Joint Commons

Cllr Perry reported that there will be a new management plan for the Tanyard and it will be open for Garden and Arts weekend. The gate has been refurbished and fencing will be replaced. It is also hoped there will be a partial refurbishment of the Tanyard Barn. She added that filming for a horror film recently took place on the Common in the area of the Park Oak.

(G) Local Government Reorganisation

Cllr Jones reported that lots of information has been received on the transfer of asset process. A response is awaited on HPC's expression of interest. It was noted that income generating assets are unlikely to be transferred without taking on liability. The committee are also working on building a list of useful contacts and departments at HDC and WSCC and Cllr Morgan is obtaining all relevant land registry details.

13. REPORTS FROM MEMBERS REPRESENTING COUNCIL ON OUTSIDE BODIES

Cllr Leader reported on a successful volunteering event held by HCP and thanked the leisure centre for hosting. HCP have also launched a new website. Cllr Perry invited all to a SH2030 briefing on the 10th May where a short film will be shown.

14. PCSO & POLICE ACTIVITIES

Police are interviewing individuals following a recent appeal for information into several recent burglaries.

15. ANY OTHER URGENT MATTERS TO BE RAISED BY COUNCILLORS

None.

To resolve, under the Public Bodies (Admissions to Meetings) Act 1960, in accordance with Standing Orders s.3 (d) to exclude the press and public on the grounds that the confidential matters to be discussed under item 16 below would be prejudicial in the public interest.

16. HENFIELD NEIGHBOURHOOD PLAN REVIEW

This item was discussed under closed session.

17. DATE OF NEXT MEETING

Tuesday 7th April 2026.

Meeting Closed at 8.24pm.