



Henfield Parish Council

Meeting of the Children and Young People Committee held on
Monday 14th September 2026 at 7.30pm in the Henfield Hall.

Present: Cllrs S Leader (Chairman), A Willard, D Jemmett, G Perry, F Ayres

In attendance: Mrs H Boosey (Parish Administrator – PA), Mrs R Grantham (Deputy Clerk - DC),
a representative from Access Henfield and a member of the public

1 Declaration of Members' Interests

There were none

2 Apologies

Cllrs M Andrews, E Goodyear

3 Approval of minutes of meeting 13th July 2026

Approved. Signed and dated by the Chairman.

4 Matters Outstanding

To receive the report circulated before the meeting.

Cllr Leader extended her thanks to the Works Officers for replacing the Street Art Wall and noted that it was already in use.

Repairs to the inclusive/accessible roundabout have been completed.

The Scoot Jam planned for 29 August was cancelled due to bad weather but will be rescheduled next year on the advice of the event host as the weather is now too unpredictable.

AP: PA to make arrangements to reschedule the Scoot Jam for 2027

Active Travel road markings were completed at the entrance to the school in August. The DC noted it is now in the final design stage and we are awaiting further updates.

The Chairman adjourned the meeting.

OPEN FORUM

The Chair invited the Access Henfield representative to speak to the committee.

Access Henfield have identified a need for a support group for parents of SEND children in the BN5 area. They have made a successful bid for a grant of £500 from the West Sussex Neighbourhood Community Fund to run seven daytime/evening sessions (14 in total) to offer support, advice and information to parents. Access Henfield are currently surveying families of SEND children via local schools to identify gaps in support and provision.

The committee agreed to share information about the sessions via the CYP noticeboard and/or via online communications when they are organised.

Cllr Leader thanked Access Henfield for sharing this information with the committee.

The Chairman reconvened the meeting.

5 Chairman's Announcements

There were none.

6 Skate Park

1. To consider the proposal to dig inspection pits

Following on from Skate Park Working Group's meeting with a surveyor and subject to the further information requested, it was agreed by the committee that inspection pit/s should be dug to establish the structure and construction method of the existing Skate Park.

It was **PROPOSED** by Cllr Perry, **SECONDED** by Cllr Jemmett and **VOTED ALL IN FAVOUR** to dig inspection pit/s at the Skate Park subject to the receipt of further information about the dimensions of the pit/s, to enable assessment of the structure by an inspector and to backfill on the same day.

7 Chessbrook Green

1. To consider removal of the balance blocks to facilitate resurfacing of the area and/or replace with alternative equipment.

The remaining balance blocks at the Chessbrook Green play area are deteriorating and need to be removed. There followed a discussion about possible equipment to replace the blocks such as an inclusive Communication Board or Totem Poles seen by members of the committee on a visit to Horsham Park.

It was **PROPOSED** by Cllr Willard, **SECONDED** by Cllr Perry and **VOTED ALL IN FAVOUR** to remove the remaining balance blocks from the Chessbrook Green play area.

AP: *PA to get quotations for an inclusive Communication Board and/or Totems to replace the balance blocks at Chessbrook Green*

2. Consider potential content for user survey

It was agreed that a survey would help to determine the need for more equipment at Chessbrook Green and if so what it should be. There was a general discussion about the type of information the survey could provide, how to determine what equipment would be required and how the survey should be disseminated. It was agreed that the use of a QR code to link to an online survey, shared electronically and via a leaflet drop would be the most appropriate way to do this.

It was **PROPOSED** by Cllr Willard, **SECONDED** by Cllr Jemett and **VOTED ALL IN FAVOUR** to carry out a survey to determine what play equipment should be installed at Chessbrook Green.

AP: *PA to create survey for discussion at the next Committee Meeting.*

AP: *PA to pursue further quotes for the repair of the soft surface at Chessbrook Green play area*

8 Review of Community Transport Booking Policy

There followed a discussion about revisions to the Community Transport Policy and it was determined that this should be undertaken by the Finance, Risk and Change Committee (FRC).

AP: *PA to undertake a review of the Community Transport Booking Policy in conjunction with the DC and FRC*

9 Clerk's Report

1. Financial update

At the end of August, the committee was 41% through the financial year and have spent 24% of their budget.

2. Any further updates

There were none

10 Any other urgent matters to be raised by councillors

Cllr Leader noted that she had been approached by some parents to request an outdoor table tennis table for the Kingsfield Play Area.

AP: *PA to research cost of outdoor table tennis tables.*

11 Date and time of next meeting

12th October 2026 at 7.30pm

Meeting Closed at 8.45pm