



Henfield Parish Council

Meeting of the Children and Young People Committee held on
Monday 12th October 2026 at 7.30pm in the Henfield Hall.

Present: Cllrs S Leader (Chairman), A Willard, D Jemmett, E Goodyear,
F Ayres, I Choudhury

In attendance: Mrs H Boosey (Parish Administrator – PA), a representative from
Henfield Youth Club

1 Declaration of Members' Interests

There were none.

2 Apologies

Cllrs G Perry, M Andrews.

3 Approval of minutes of meeting 14th September 2026

Approved. Signed and dated by the Chairman.

4 Matters Outstanding

To receive the report circulated before the meeting.

Cllr Leader thanked the Works Officers for replacing the trampoline at the Kingsfield playground. The works officers have created a schedule of works for the recommendations in the RoSPA report. An update meeting with Active Travel is taking place later this week.

AP: PA to check security of the gate at the Chessbrook Green playground.

Cllr Ayres enquired about the new SEND Group. PA informed the committee that the group has had their first meeting and have further dates planned before Christmas.

AP: PA to request an update from Access Henfield regarding the new SEND Group for the next meeting.

The Chairman adjourned the meeting.

OPEN FORUM

The Chair invited the Youth Club representative to speak to the committee.

The Youth Club have requested as much notice as possible about the new date for the Scoot Jam so that they can ensure they have the staff to open the building and provide refreshments. They advised that a date during term time would be preferable to ensure the maximum number of children are able to attend as many children and adults are away during the school holidays. There followed a discussion about an appropriate date and it was determined to look for a weekend in May avoiding the bank holidays.

AP: PA to check availability of Scooter Coaching

The Youth Club also mentioned that they would be in favour of an outdoor table tennis table near the Youth Club.

Cllr Leader thanked the Youth Club representative for joining the meeting.

The Youth Club representative left the meeting at 7.45pm

The Chairman reconvened the meeting.

5 Chairman's Announcements

Cllr Leader welcomed Cllr Choudhury to the committee.

St Peter's Primary School: Cllr Leader met with the headteacher who expressed an interest in participating in the Chessbrook Green survey. Cllr Leader also reported that the school have had to compress some year groups this year due to low numbers.

6 Skate Park

Update on the inspection pits from the skate park

Cllr Leader reported that two inspection pits were dug at the north and north/east sides of the skate park in early October to determine the profile and make up of the underground structure. It was noted

that there were no tree roots. The pits were photographed and the information sent to the structural engineer to determine next steps. A proposal will then be brought to the committee.

Cllr Leader thanked Cllr Grossmith and the Works Officers for digging the pits in difficult weather conditions.

7 Chessbrook Green

1. To consider quotations for inclusive Communication Board and/or Totems

PA shared a number of options for the Communication Board and Totems. It was determined that they should be bright and colourful, and vandal resistant. These to be included in the Chessbrook Green survey.

2. To consider the content of the survey for new equipment

Cllr Leader requested that the survey include images to illustrate the various pieces of equipment under consideration. There followed some discussion about the wording of the survey

It was determined that the survey should be open to the public for two weeks both online and via leaflet drop. Cllr Ayres offered to organise the leaflet drop to the Wantley Estate.

It was also determined that the survey could not take place until the Asset Management Team at Saxon Weald have given permission to add equipment to the land at Chessbrook Green.

PA: To update the survey questions following feedback from the committee.

PA: To continue to pursue Saxon Weald for a response.

3. To consider quotations for the surface repairs

PA informed the committee that some quotations have still not been received.

8 Signage at Fenced Playgrounds

1. Consider the request for Age Guidance and Parental Supervision signage at fenced playgrounds (as per ROSPA recommendations) at Chessbrook Green, the Kingsfield and the Rothery Field.

After some discussion about the wording of the signage it was determined that wording/design should be undertaken by the Signage Working Group.

Request for funding to be presented to FRC who hold the signage budget.

PA: PA to liaise with the Signage Working Group to produce signs for the Rothery, Kingsfield and Chessbrook Green play areas as well as the Skate Park.

9 The Kingsfield

1. To review the request for a permanent outdoor table tennis table.

There was some discussion about the cost of installing a table and whether the table would be used by adults or children. It was determined that there needs to be more research into the installation costs of a table as they are potentially quite high as it would need to be fixed to a solid base and possibly craned into position. Cllr Leader suggested that there may be less expensive options available which do not involve a solid concrete base.

PA: To research the various installation options and associated costs thereof.

10 Budget

1. To consider the budget for 2027/2028

There followed a discussion about encouraging and supporting more youth projects in the village (such as the Science Club) and about offering further financial support to the work of the Youth Club. It was suggested that the committee could offer a financial subsidy for the cost of hiring the Youth Club building for youth projects. This would support new youth activities and support the work of the Youth Club.

Cllr Goodyear noted that if the local government reorganisation takes place Henfield Parish Council may need to address any gaps in youth projects previously provided by Horsham District Council.

The committee would like to make provision in the budget for a further £1000 to be added to the Youth Club budget increasing the total annual budget for the Youth Club to £6000. The Recreational Equipment and Skate Park budget would remain at £17000, the Annual Playground Inspection at £1000, Youth Projects reduced to £6000 and Youth Activities remain at £2000. The total budget remains the same as last year at £32000.

It was also determined that the children at the primary school should be asked for their input into the work of this committee.

11 Clerk's Report

1. Financial update

At the end of September, the committee was half way through the financial year and have spent 24% of their budget.

2. Any further updates

There were none.

12 Any other urgent matters to be raised by Councillors

There were none.

13 Date and time of next meeting

9th November 2026 at 7.30pm

Meeting closed at 8.58pm