



HENFIELD PARISH COUNCIL

**Meeting of Open Spaces Committee
Tuesday 12 November 2019
at 1:30 pm in the Parish Council Office**

Present: Cllrs G Perry (Chairman), R Kendall, D Jemmett, N Farrell, A Sharp, N Stevens and M Eastwood.

In attendance: Mr K Wright (Clerk), Ms C Fullman (Deputy Clerk) and Mrs R Grantham (Administrator).

MINUTES

1. DECLARATION OF MEMBERS INTERESTS

None

2. APOLOGIES

Cllr Rickard

3. APPROVAL OF MINUTES OF THE MEETING HELD ON 8 OCTOBER 2019

Approved, signed and dated by the Chairman

**4. THE CLERK'S REPORT ON ANY MATTERS NOT INCLUDED ON THIS AGENDA
PLAY EQUIPMENT**

The wet pour repair kit has been received and work will be scheduled when weather appears settled.

MEMORIAL FIELD – RABBIT CONTROL

Brush has been cleared, when the weather has settled work will be arranged for a Sunday morning.

SHELVING IN STORAGE UNIT

This has not yet been completed due to work-load but lighting has been fitted.

The Chairman adjourned the meeting

5. OPEN FORUM

An opportunity for members of the public to request information or question the Council and its members on any matter in respect of the Parish.

None

The Chairman reconvened the meeting

6. BISHOP PARK ALLOTMENTS

An email has been received notifying that Horsham District Council (HDC) have written to an interested party saying that the allotments will remain with the developer via an appointed management company, Chamonix Estates. An explanation why will be provided by the end of the week (15 November). HDC will pass the interested party's details onto the management company and it would be for interested parties to approach Chamonix Estates to lease the site to a Society.

Cllr Perry arrived at the meeting at 13:40

7. **KINGS FIELD SEWAGE ISSUES**

The contractor started work on 6th November and it is expected to take two weeks. The chamber is in and hand digging is complete, work is progressing quickly. The pumps are the responsibility of Southern Water and a service for those is now due

Action Point: The Clerk to contact Southern Water to request a pump service.

8. **TRAILS**

1. **Footpath 2389**

1. To consider the report and the request to allocate the remaining trails budget of £600.00 for the improvement work to footpath 2389.

The stile needs to be improved at this location as the exit is very close to the road. Cllr Eastwood has spoken to the landowner and West Sussex County Council (WSSC) who are in agreement and would like to replace the stile with a kissing gate. WSSC have agreed in principle and will provide the volunteer labour if Henfield Parish Council (HPC) will supply the gate and associated bridge. The landowner has also requested signage asking people to pick up their dog mess as it is a health concern to cattle. The total cost is likely to be around £1000.00, there is £600.00 remaining in the trails budget and an additional £400.00 available in the reserves. The work is likely to be carried out in February next year. Cllr Kendall queried the materials to be used and noted that slippery surfaces may need addressing. It was also resolved to ask HDC whether it would be possible to have a dog waste bin on the road-side.

It was proposed by Cllr Eastwood, seconded by Cllr Kendall and voted all in favour to allocate the remaining trails budget of £600.00 and to support the allocation of £400.00 from the Henfield Trails Reserve for the work to footpath 2389

2. To consider the support of the allocation of £400.00 from the Henfield Trails Reserve that requires endorsement by the Finance Risk and Change Committee. This was considered and agreed under 8.1.1.

2. **Any other matters**

The Chairman requested that Sussex Prairie Gardens and the Henfield Museum are credited on any signage installed at the Borrer Bank.

Cllr Eastwood reported that two members of the public have uncovered a WW2 gun emplacement at the rear of the Bull pub. He has thanked them for the information and will include it as a point of interest on the Trail.

Councillor Stevens noted that the grave of the warhorse, Hopit, which is on private land, has now been surrounded by barbed wire. Councillor Stevens has written an article about the memorial which featured in the BN5 magazine.

Cllr Eastwood reported that he is working on the fourth version of the trail leaflets with HDC. He is meeting with PMW tomorrow to discuss the virtual trail for the website, Rob Gordon from the museum is also attending.

9. **PLAYING FIELDS**

To consider and receive the reports on the following:

1. **Memorial Field**

To consider the quotation for a box cut at a cost of £210.00 and due to wet conditions, to consider the quotation for Verti Draining the two pitches at a cost of £600.00. Cllr Sharp expressed some concern regarding grass cuttings and leaves being left on the Common. He commented that the pitch appears to be in good condition and the Verti Draining may not be necessary. Cllr Eastwood confirmed that an annual Verti Drain is budgeted for and is part of the management plan that has been agreed.

It was proposed by Cllr Eastwood, seconded by Cllr Sharp and voted all in favour to carry out the box cut at a cost of £210.00.

It was proposed by Cllr Kendall, seconded by Cllr Farrell and voted all in favour to carry out Verti Draining at a cost of £600.00 between now and the end of March, once the leaves have been cleared. The Clerk will liaise with Grasstex as to exactly when this will be carried out.

2. Rothery Field

None

3. Kings Field

To consider the request and quotation for an additional grass cut at a cost of £66.31. It was resolved to go ahead with the additional cut.

10. BUDGET

To consider budget requirements for the next financial year 2020/2021

Work Officers have requested new equipment including a ride on mower (quotations received so far at £ 4179.00 and £3,999.00) and a chipper at a potential cost of £1,545.00. A new chainsaw may also be needed. The Works Officer has supplied information confirming all of the areas that are being cut as well as potential additional areas. These maps were inspected and discussed by Councillors as well as potential issues with storage of new equipment. Cllr Sharp queried whether all of the cutting is necessary in the interest of preserving wildlife. The Chairman referred to the Plant Life guidance that was circulated and noted that some councils use signage to explain to the public why some areas are left uncut. Cllr Eastwood referred to WSCC guidance on cutting verges and that a plan of what is cut and when would be useful. Cllr Kendall noted that uncut areas unfortunately often attract rubbish and fly tipping.

Action Point: The Deputy Clerk to circulate the Works Officers maps electronically to the committee member for further consideration

Action Point: The Clerk will include these Works Officers items as budget requirements.

The Chairman also requested a budget of £1000 for wildlife planting. Cllr Eastwood confirmed that Sussex Prairies have also offered advice and any left-over plants and bulbs.

Action Point: The Clerk to include £1000 for wildlife planting and will move the seats budget and litter picking over from the Village Centre budget. He will also update the Trails heading to include footpaths.

11. YEAR OF GREEN ACTION

1. Borrer Bank

To receive an update

The Chairman noted that progress is being made and that communication to the public would be helpful as to the purpose of the planting. The Chairman confirmed that it has been publicised on Facebook through the Sustainable Henfield 2030 group. Cllr Eastwood suggested an article in BN5. Bulbs, plants and grasses have been planted, supplied and advised by Sussex Prairies. Some areas have also been left and preserved as they are.

2. Work Officers Report

To consider the Work Officer's report and make recommendation/decision to the suggestions made.

This was circulated to members prior to the meeting. Cllr Sharp highlighted that wildflower meadows have a long period of benefit and that following a recent Commons inspection and advice given, some areas will be left to grow in order to provide habitat. The Works Officer has suggested the Rothery Bank along the chain link fence would be suitable for planting as well as on the London Road by the Wantley junction. Cllr Kendall noted that watering will need to be considered. Cllr Eastwood requested that plants are relatively child friendly.

It was proposed by Cllr Sharp, seconded by Cllr Eastwood and voted all in favour to carry out the Works Officers proposal for planting on the Rothery Bank.

Action Point: The Deputy Clerk to request a license for planting at the Wantley Hill junction from WSCC

3. Sandpit Field

To receive member's suggestions of potential plans for the Sandpit Field.
The Chairman reported that she has carried out a site visit and had a recent meeting with Countryside and Ecology staff from HDC and Kate Reynolds, Ecologist. Suggestions included a survey, community orchard and pocket park, applications for which would need to be made by the end of December. The Chairman suggested that Sustainable Henfield 2030 apply for the grant on behalf of Henfield Parish Council (HPC) It was resolved to go ahead with this grant application.

4. Litter Pick Areas

To receive member's suggestions of footpaths and open spaces area that would benefit from litter picking or other volunteer actions.
The Chairman suggested Henfield Common and the Clerk noted a particular litter problem at the sides of the road going north towards the Bull pub. He also suggested the Downslink. This intended litter pick will be carried out as part of the Plastic Free Henfield initiative early next year. Cllr Eastwood also suggested the Trails and Cllr Stevens requested a dog waste bin where the Downslink joins the Barratts estate. It was resolved to direct this request to the management company responsible.

Action Point: Investigate dog waste bin where the Downs link joins the Barratts Estate.

12. CLERK'S REPORT

1. Financial update.
An additional Grasstex bill has been received and there may be an additional £600.00 for the drainage on the Memorial Field. The Committee are under budget spend for trees but there is still an outstanding invoice from James Cox. Another budget will be needed for storage next year. Trails money will also be spent by the end of the year.
2. Any further updates
The Football Club have requested digging out the ditch on the northern edge of the Memorial Field. Cllr Eastwood suggested clearing the short stretch by the drain and the river, this could be carried out by the Conservation Group.

Action Point: The Clerk to communicate with the Football Club and the Conservation Group about clearing the section of the ditch.

13. MATTERS REQUIRING CONSIDERATION AT FUTURE MEETINGS OF:

1. This Committee: Fly tipping issue in local countryside – refer WSCC
2. Full Council:
3. Other Committee:

14. DATE OF NEXT MEETING

Tuesday 10 December 2019 in the Parish Council Office

Meeting Closed at 3.09pm