

HENFIELD PARISH COUNCIL

Meeting of **Henfield Parish Council** held on **Tuesday 6th October 2020**
at **7:00pm** via Zoom Conferencing.

Present: Cllrs M Eastwood (Chairman), E Goodyear, N Farrell, G Perry, C Simmonds, J Potts, R Shaw, M Morgan, D Jemmett, J Jones, A Sharp, N Stevens and A Donoghue.

In attendance: Mr K Wright (Clerk), Mrs R Grantham (Operations Manager), Cllr R Noel (Horsham District Council (HDC)), Cllr L Barnard (West Sussex County Council (WSCC)) and one member of the public.

MINUTES

1. DECLARATION OF MEMBERS' INTERESTS

None.

2. APOLOGIES

Cllrs A Rickard and R Kendall.

3. APPROVAL OF MINUTES OF MEETING HELD ON 1st SEPTEMBER 2020

Approved, to be signed in the Parish Office at a later date.

4. MATTERS ARISING

a) S106 update regarding the Henfield Hall and Leisure Centre

The Chairman confirmed that it is now up to the Henfield Hall and Leisure Centre to make their applications for funds. The Clerk confirmed that both will need to send invoices to receive payment and that the Leisure Centre has sent their application. Cllr Stevens confirmed that the Henfield Hall has also sent their application.

b) Parish Council support for young people – Cllr Jemmett to report

Cllr Jemmett reported that the youth club committee met last night. They have three new committee members; their finances are in a better position and they are hoping to raise their profile. He will liaise with the youth club leader and try to assist this progressing. Cllr Farrell suggested alternative methods of communicating with young people, to use Snap Chat and Instagram rather than Facebook. Cllr Perry confirmed that she had spoken to youngsters at the skate park and that they may have suggestions for improvements too.

c) Safe transport routes proposal

The Chairman confirmed that there has been an article in BN5 magazine to promote the scheme and that Cllr Kendall had volunteered to be a representative from the Village Amenities (VA) Committee. Further representatives are expected from the Recreation and Open Spaces (ROS) and Joint Commons committees, which have not met to discuss yet.

5. CHAIRMAN'S ANNOUNCEMENTS

The Chairman reported that sadly former Councillor Eileen Pummell and Brenda Hobbs, who designed the Henfield Coat of Arms, have both passed away. A minute's silence was held in remembrance.

The Chairman then reported that he is pleased to see that a new butchers is opening in the village, run by Capital meats, and that this a positive step for the High Street and village as a whole.

a) NALC Planning for the Future

The Chairman reported that he had attended this virtual event along with representatives from 120 other local councils and four housing ministers. He confirmed it was interesting and worthwhile and that the focus of the White Paper was on modernising the planning system. Although he was not able to ask a question himself, there was concern expressed from others about who would be making the decisions on which areas would be designated as 'Growth, Renewal or Protect'

Representatives from the Ministry of Housing confirmed that it was still at the consultation stage and that further changes are likely.

Cllr Stevens confirmed that he also attended the event, and that he was appalled at some of the answers given. He felt it was less informative than it should have been and that in fact it should have been labelled a Green Paper rather than White.

The Chairman adjourned the meeting.

OPEN FORUM

None.

The Chairman reconvened the meeting

6. HORSHAM DISTRICT COUNCIL REPORT

Cllr Morgan reported that the Cabinet has approved funding for works to improve Henfield's library car park, increasing the budget from £180,000 to £305,000. The car park will be excavated and re-laid and there will be electric car charging points. The two planters behind the toilets will be removed and replaced with a semi-circular flower bed. A local resident has offered to plant this as well as plant bulbs in the grass area near the entrance. HDC will contribute to the cost of the planting. Works will commence near the library first, so that part of the car park can stay open. Cllr Stevens requested larger parking bays and Cllr Morgan confirmed that newly marked bays will be to the new standard size.

Cllr Potts confirmed that reforms to Local Government are in abeyance until the end of the pandemic. There has not been a Government response to the query on the algorithm quoted in the White Paper. Workshops are continuing on the strategic sites for development.

7. WEST SUSSEX COUNTY COUNCIL REPORT

Cllr Barnard joined the meeting at 7.32pm.

Cllr Barnard reported that there will be a shortage in County Council income and some services will be cut, although not those that are covered by statutory requirements. He reminded Councillors about the Tele-Care scheme provided by WSCC, as Henfield Medical Centre had seemed unaware of it. He reported that there is a new Deputy Chief Fire Officer, Mark Andrews, and that Henfield will be getting a new fire engine. He also mentioned that there were lots of people moving to become independents, including former council leader Louise Goldsmith.

Cllr Stevens asked if there were any developments concerning WSCC becoming part of a unitary authority. Cllr Barnard said that he hadn't heard anything.

The Chairman confirmed that Paul Marshall and Amanda Jupp had recently visited the Henfield Haven. He explained that they were very positive and supportive, and confirmed that the Haven will be included by WSCC in the commissioning for funding next year.

8. REVIEW OF THE ANNUAL GENERAL MEETING DATE

The Chairman explained that the AGM that had been due to take place in May had been deferred due to the pandemic and that regulations permit it to roll on to next May 2021. Cllr Stevens confirmed that no elections can take place until then anyway.

It was agreed to defer the AGM until May 2021. In the meantime, the Chairman suggested that if any Councillors had a particular wish to change which committees they sit on, to contact the Clerk directly.

9. REMEMBRANCE ARRANGEMENTS

Cllr Morgan confirmed that there had been no particular guidance communicated, but that the decision has been taken to cancel the Remembrance Parade this year due to the pandemic. This has been communicated on social media and via BN5 magazine. The school has also decided not to hold a formal event, although poppies and crosses may be laid informally. There will be a church service on Sunday the 8th November organised by Rev Doick to include up to 60 invited guests. There will be no hymns, but the 'National Anthem' and 'We'll Meet Again' will be sung by a solo artist. Following the service at the War Memorial there will be the last post sounded with laying of wreaths one at a time. This will be attended by the Vicar, two buglers, the Royal British Legion Standard Bearer, Cllr Morgan and Digby Stevenson. Further wreaths can then be laid one at a time by up to 20 invited representatives of local community groups, with those waiting for their turn in the Henfield Club, a Covid Secure venue. If any ex-servicemen or members of the public arrive, they will be directed to the opposite side of the High Street. Marshalls will be on hand to ensure social distancing. There will be no road closures, but temporary barriers will be in place at each end of Cagefoot Lane between 10.50am to 11.15am approximately. Residents will be written to in advance. Cllr Morgan asked that the Parish Office also writes to Sussex Police to ask whether they have any objections.

Cllr Barnard confirmed that he will lay a wreath on behalf of WSCC. Cllr Farrell mentioned that there had been a suggestion for children to put pictures of poppies in their windows at home and to hold a minute's silence on individual doorsteps. BN5 Magazine will publicise this. Cllr Morgan stated that residents are also welcome to lay poppies and crosses on the grass at Coopers Way.

It was agreed by all to go forward with this planned event.

Action Point: The Parish Office to write to Sussex Police, residents of Cagefoot Lane and to issue invitations to community groups.

Action Point: Cllr Morgan to supply wording for invitations to the event for the Parish Office and to liaise with the Henfield Club and Cllrs Stevens and Simmonds.

10. COMMITTEE REPORTS

(A) Finance Risk & Change Governance

i) Summary of £29,151.46 - Period 1st September to 30th September 2020

Noted by Councillors.

ii) Select Expenditure as the Monthly Random Audit Check (September)

Cllr Shaw selected Local Government Pension Scheme contributions (£886.22).

iii) Return to 'Normal Working' Plan

Cllr Goodyear confirmed that the Parish Office had been cleared out and rearranged to meet guidelines. Screens have been installed and the Parish Office will be reopening to the public for appointments only from tomorrow. This has been communicated by BN5 magazine.

(B) Plans Advisory

Cllr Stevens invited questions on recent minutes and reported that Taylor Wimpey had attended a Plans Advisory Committee meeting last week in order to discuss their proposed development north of Wantley. He confirmed it was a without prejudice meeting where they presented their plans for between 300 and 800 two, three and four bedroom homes. They confirmed that they have a standard internal layout but can vary the external look. Cllr Stevens notified them of the Design Guidance given in the Parish Design Statement. They were also offering a two-form entry primary school, a long-stay car park and recreational facilities.

Cllr Stevens stated that that the need for secondary school would be greater than a primary school, which does have some spare capacity. He was concerned that whereas the CIL monies would probably be sufficient to cover the cost of building a new two-form entry primary school, something like £4m, they would be insufficient to build a four-form entry secondary school, which would cost something like £16m. This is according to calculations based on the Department of Education minimum space guidance.

In addition, the long stay car park on offer is some distance from any bus stop and so long-term parkers are still likely to park in streets adjacent to the bus routes.

The plans also made no reference to an extension of the Medical Centre which is currently almost at capacity. This development would also require extending the existing sewage treatment plant to the north-east of Wantley, but this is the area that has been set aside for recreation.

Finally, Cllr Stevens commented that Taylor Wimpey is committed to this development even if the Mayfield development goes ahead. This would effectively mean the coalescence of Henfield with the Mayfield development with no buffer zone.

The Chairman commented that the Taylor Wimpey proposal had not been included for consideration in the Local Plan. Cllr Stevens explained that this was because sites K1 and K2 had been considered undeliverable by HDC in the previous SA/SEA. The Chairman then commented that they do also have options on land at the north side. Cllr Jones asked why K1 and K2 were considered undeliverable, to which Cllr Stevens replied that it was a matter of access and visibility of the development from both the north and south side.

The Chairman then stated that no opinions had been expressed and that they would not be until applications are submitted. However, the committee did offer to maintain dialogue and explained the priorities for Henfield.

(C) Recreation & Open Spaces

Cllr Perry confirmed that there had not been a recent meeting, but one is scheduled for next week with a long agenda.

The Chairman mentioned that the two completed trails have been launched and were featured in a two page article in BN5. Paper leaflets have not yet been printed.

(D) Village Amenities

Cllr Jones reported that the committee had met in September and invited questions on the minutes. She confirmed that the bus shelter had re-opened but that there had been reports of some anti-social behaviour and substance abuse. She urged any Councillors witnessing this to report it to the Police. She also explained that she and Cllr Morgan had met with the Planning Officer and

arboriculturalist from HDC to resolve issues with the application for the cemetery extension, and that it was looking likely that permission will be granted this week. The layout for paths has been slightly amended and the start date for works has had to be delayed from the 19th of October. She also confirmed that the new cemetery fees came into force from the 1st of October.

(E) Museum

Cllr Donoghue confirmed that there have been no further meetings, but that the Museum has now re-opened with Covid measures in place. The volunteers are in a roped off area and are pleased to have returned. The opening hours are the same as previously. The Clerk confirmed that visitor numbers are slowly building up. The Chairman asked whether there was now a Museum representative on the Henfield Hall users committee. Cllr Donoghue stated that it has been agreed in principle. Cllr Stevens explained that there may be a delay. A change to the committee structure is likely as the Henfield Hall is looking to change to a charitable status.

(F) Commons

Cllr Sharp confirmed that there has not been a recent meeting but that a safe routes representative will be appointed. The horse trails are now complete; there are green marks on trees and Works Officers will be erecting a no-entry sign and height barrier on the footpath north of Swains.

The Chairman asked about the sink hole that had appeared recently. Cllr Sharp confirmed that it had been inspected by engineers who confirmed that there are no issues with the sewage pipe, so the hole has now been filled in. It may need topping up as it settles.

(G) Neighbourhood Plan

i) Potential postal referendum

Cllr Stevens confirmed there has been no formal response to the request for a postal ballot but it is looking unlikely. The Clerk commented that Norman Kwan confirmed it is still under review but it has been decided not to bring forward any referendum. The Chairman reminded Council that the plan still holds significant weight. However, Parish Councils may be able to negotiate a higher rate of CIL with District Councils, but this is advisory and not an obligation

11. REPORTS OF MEMBERS REPRESENTING COUNCIL ON EXTERNAL BODIES

Cllr Perry confirmed that Kinder Living are currently considering future events.

Cllr Donoghue commented that the Henfield Community Partnership's Traders' group has now met twice and the traders are making progress. More traders are becoming involved with ideas to regenerate and increase footfall for the High Street. The Chairman confirmed that Council will be happy to support them where possible and Cllr Donoghue confirmed she has suggested Cllr Jones and the Clerk as contacts.

12. SUSSEX POLICE REPORT

The Clerk confirmed that the PCSO is aware of the issues in the bus shelter and she is increasing her patrols and visibility in the village. He also reported that the Works Officer had to do a lot of cleaning in the bus shelter on Monday and that the magnetic door plate on the public conveniences had been removed. He reiterated Cllr Jones earlier comments to report any illegal activity to the police. He also noted that there had been two recent drink driving convictions against Henfield residents.

13. CORRESPONDENCE

None.

14. **ANY OTHER URGENT MATTERS TO BE RAISED BY COUNCILLORS**

None.

15. **DATE AND TIME OF NEXT MEETING**

Tuesday 3rd November 2020 at 7:00pm via Zoom Conferencing.

Meeting Closed at 8.01pm.