

HENFIELD PARISH COUNCIL

**Meeting of Henfield Parish Council held on Tuesday 2nd March 2021 at 7:00pm
via Zoom Conferencing and live streamed to Facebook.**

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

In attendance: Mr K Wright (Clerk), Mrs R Grantham (Operations Manager), Mrs B Samrah (Parish Administrator), Cllr L Barnard (West Sussex County Council - WSCC), Cllr R Noel (Horsham District Council - HDC) and nine members of the public.

The Chairman welcomed all those in attendance and reminded all of the further bitesize meetings to follow on Wednesday and Thursday this week.

MINUTES

1. DECLARATION OF MEMBERS 'INTERESTS

None.

2. APOLOGIES

None.

3. APPROVAL OF MINUTES OF MEETING HELD ON 2nd FEBRUARY 2021

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

4. MATTERS ARISING

a) Infrastructure Delivery Plan Guidelines – the Finance, Risk & Change Governance Committee endorsed an amendment to reflect Cllr Morgan's concerns.

The Chairman confirmed that this has now been amended to include that sight of the final invoice will be seen prior to releasing funds to an organisation.

b) Letter of thanks to the Glebe Surgery, Storrington – to be sent by the Chairman.

This has been sent by the Chairman.

5. CHAIRMAN'S ANNOUNCEMENTS

The Chairman announced that following a discussion with Rev Paul Doick, he has accepted an invitation on behalf of the Parish Council to attend a thanksgiving service at St Peter's Church when restrictions permit. Other Councillors were encouraged to join this event.

The Chairman adjourned the meeting.

OPEN FORUM

The Chairman invited the members of the public to speak but there were no issues raised.

The Chairman reconvened the meeting.

6. HORSHAM DISTRICT COUNCIL REPORT

Cllr Potts confirmed there was little to report but that the Local Plan has been further delayed until after local elections have taken place. He also confirmed he is liaising with the HDC officer regarding the signage at the off-licence. More appropriate signage for the Conservation Area is being discussed with the owners.

Cllr Morgan reported that there has been a recent letter from the HDC monitoring officer addressing an accusation that HDC is reducing the rights of members of the public to speak at meetings. He assured the Council that this is not the case. He also confirmed that works to the library car park are due to complete ahead of schedule and extended his thanks to Liz Taylor who has undertaken planting of the new flower beds.

7. WEST SUSSEX COUNTY COUNCIL REPORT

Cllr Barnard reported that local elections are going ahead in May 2021, including the election for the Police and Crime Commissioner. He confirmed that he will not be standing for election this time, but introduced Sara Payne to the Council, who he hopes will be elected in his place. He then reported that there will be further changes to household waste sites and appointments will now be necessary. He advised all to telephone in advance of attending one of the West Sussex waste facilities with the exception of Billingshurst. Cllr Kendall asked when these new guidelines are due to be introduced but Cllr Barnard was unable to confirm.

The Chairman wished all candidates for the WSCC elections good luck and confirmed that Cllr Barnard would be attending the April Parish Council meeting.

8. COVID 19 UPDATE

The Chairman confirmed that to date 4,373 vaccinations of Henfield Medical Centre patients, have taken place and 4,020 vaccinations have been completed at the Henfield Medical Centre of Steyning and Henfield patients. By the end of this week, it is hoped that the majority of the 65+ age group and at-risk patients will be complete. Cllr Donoghue confirmed that the 60+ age group are now also being invited for vaccination this week. The Clerk reported there have been no changes to working arrangements in the Parish Office.

The Chairman then explained that it is hoped that Steyning Medical Centre will be able to begin their own vaccinations of the Oxford Astra Zeneca jab as this transports more easily. He is in discussion with Steyning to advise on the use of volunteers for booking appointments, transportation and marshalling. He credited Peter Bates for the smooth running of the marshalling at Henfield Medical Centre. Cllr Potts commented that the system is well organised and very efficient.

9. MOTION: TO CONSIDER HENFIELD PARISH COUNCIL'S MEMBERSHIP OF WSALC & SSALC

Cllr Goodyear apologised to members of the public present that the item may be difficult to follow as there are a lot of acronyms used. West Sussex Association of Local Councils – WSALC, Sussex and Surrey Association of Local Councils – SSALC and Horsham Association of Local Councils - HALC. A document explaining the current situation was circulated to Councillors prior to the meeting.

Cllr Goodyear explained that various actions of the Board of Directors of WSALC have resulted in the breaking up of SSALC. They will cease to operate from the end of March 2021. She and the Chairman attended a meeting on the 18th February and the WSALC AGM on the 25th February where 98% of the member councils present voted against joining the Hampshire Association of Local Councils. There was also a vote of no confidence in the Directors, some of which have already resigned. A group of other Councillors have formed a steering group who are in discussion with the East Sussex Association of Local Councils. It is hoped that a new Board of

Directors can be formed by the end of the month so that the transition is seamless and councils will not be left without a service.

The Chairman confirmed that Trevor Leggo and Mark Mulberry intend to work together to offer a service from the 1st April and it is hoped there will be a firm proposal by Thursday this week. The Chairman asked the Council for permission for himself, Cllr Goodyear and the Clerk to attend meetings and take decisions on behalf of the Council, to withhold payment of our next WSALC subscription until decisions are taken and to continue to work through the process of attempting to force a special meeting of HALC. He confirmed that the intention is to follow the principle of continuity of the provision of services to our Council.

Cllr Goodyear confirmed that if subscription is not paid by the 30th June then Henfield Parish Council will be deemed to have resigned from WSALC and that many councils have already done so. Cllr Morgan commented that he is fully supportive of this proposal and that SSALC have done a very good job over many years. He added that he is saddened by the situation.

Cllr Shaw asked why, when the principal usage of SSALC is for advice and training, that it would not be seen as suitable to use the Hampshire Association. The Chairman explained that there could be potential issues; that advice would only be available from the legal team of Hampshire County Council, networking events could be difficult and there could be extra travel involved to attend meetings & training.

It was **PROPOSED** by Cllr Goodyear, **SECONDED** by Cllr Potts and **VOTED ALL IN FAVOUR** to delegate decision making and the authority to take action to the Chairman and Cllr Goodyear and the Clerk on behalf of the Parish Council with regards to membership of WSALC.

10. **ANNUAL PARISH MEETING UPDATE**

Cllr Goodyear confirmed that the Bitesize meeting 'Meet theChairman' had gone well the previous evening, 18 members of the public attended on Zoom, 34 watched on Facebook with 144 further engagements. This is expected to increase over the coming days. She also confirmed that as printed copies of the Annual Parish Report are not able to be distributed around the village, there are abridged versions displayed in the Parish Office windows as well as the full version on the website.

11. **OUTSIDE BODY REPRESENTATIVES**

- a) To agree a named Member to represent Henfield Parish Council at Henfield Community Partnership (HCP) meetings.

The Chairman reminded Councillors that the Chairman of Henfield Community Partnership has requested to reduce numbers on its Management Committee. The Finance, Risk and Change Governance Committee discussed this matter at their most recent meeting and it was agreed to recommend that Cllr Goodyear remains as the sole Parish Council representative, but with continuing support and involvement from Cllrs Donoghue and Perry.

It was **PROPOSED** by the Chairman, **SECONDED** by Cllr Kendall and **VOTED ALL IN FAVOUR** for Cllr Goodyear to continue to represent the Parish Council at HCP meetings.

12. **COMMITTEE REPORTS**

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

- a) Summary of £21,044.16 - Period 1st February to 28th February 2021.
Noted by Council.

Cllr Morgan selected ACT Pest Control – £1,100.00 as the item for an in-depth audit this month.

Cllr Goodyear then invited any questions relating to recent minutes from this Committee.

(B) Plans Advisory

Cllr Stevens invited any questions relating to recent minutes of this Committee.

(C) Recreation & Open Spaces

a) The Sandpit

Cllr Perry reported that the recent meeting featured comments from members of the public regarding the Sandpit. She confirmed that information and advice has been received from the insurer and from a representative from the Wiston Estate who run a mountain bike trail in Steyning. The commissioned safety report is still outstanding, but she hopes that a positive way forward can be found with input from all interested parties. She also confirmed that local speculation that the area is being disposed of by the Council to a third-party company is absolutely not the case.

Cllr Perry then reported that three new volunteers have come forward, interested in becoming Tree Wardens. A new trail has been launched and discussions are continuing on the repair of the Cricket Club car park. She will also be conducting an annual review of the Local Climate and Environment Action Plan.

(D) Village Amenities

Cllr Jones reported that there is a Committee meeting next week and that several matters are proceeding. Funding of £1,035 has been awarded from the Sussex Police Community Fund towards the CCTV proposed for the High Street and the committee will be reconsidering the quotation for new shutters at the bus shelter. The raised bed outside the launderette has now been planted.

(E) Museum

Cllr Donoghue reported that the Committee met last week. The museum is still closed but activity continues online. The museum will be featuring in the Bitesize event on Thursday. The Chairman commented that the online content is very good and that Rob Gordon is continuing to assist with historical content for the trails. Cllr Donoghue mentioned that she has received a lot of positive comments regarding the new information boards in Sandy Lane, and the Chairman confirmed that there will be more boards and QR Codes allowing online access to information to follow in other locations in the village.

(F) Commons

Cllr Sharp invited any questions regarding most recent minutes. The Chairman asked if there was any progress on the sink hole and Cllr Sharp confirmed that he is awaiting a second visit to assess it from Southern Water.

13. REPORTS OF MEMBERS REPRESENTING COUNCIL ON EXTERNAL BODIES

Cllr Kendall reported from the Leisure Centre that they are hoping to recommence their kids' club provision shortly, depending on demand. They also intend to run some outdoor fitness classes following the rule of six from the 29th March, although this will be weather dependent. The gym can reopen from the 12th April. The indoor soft play cannot open until the end of May.

Cllr Goodyear reported from a recent Chairman's networking event that Sussex Police are installing video enabled remote speed checking equipment and are also using decibel monitors in areas suffering with excessive noise, particularly from motorbikes. She also mentioned that an

HR consultant was present at this event addressing the issue of post COVID return to work and face to face meetings, which is planned for the 7th May.

Cllr Shaw reported that the Haven continues to deliver 10-25 hot lunches to vulnerable people per day and that there is now a plan in place for re-opening high needs' care from July which will develop over the following 12 months. He also reported that the Haven were very pleased to be awarded a £10,000 grant from HDC and further discussion will take place as to what other support they could provide. The Chairman added his thanks to Cllr Shaw for his work on the Haven Business Plan and to Sue Willis for persistence in pursuing funding opportunities.

14. SUSSEX POLICE REPORT

The Chairman suggested and **it was agreed** that this item is renamed to 'PCSO report and Police Activity,' as a report from Sussex Police has not been received for a long period.

The Clerk reported that there has been further vandalism to the swale fencing. This has been reported to the Police but no action will be taken as there is no evidence. The PCSO has been informed and will monitor the situation. He then mentioned that there has been an issue with shop lifting in the High Street, which the PCSO is looking into.

15. CORRESPONDENCE

The Chairman suggested, and **it was agreed** that this item is removed from future agendas. The Clerk confirmed that correspondence is generally received in the form of an email and is always immediately circulated and dealt with appropriately.

16. ANY OTHER URGENT MATTERS TO BE RAISED BY COUNCILLORS

None.

17. DATE AND TIME OF NEXT MEETING

Tuesday 6th April 2021 at 7:00pm via Zoom Conferencing.

Meeting Closed at 7.51pm.