



HENFIELD PARISH COUNCIL

Notes of a Meeting of Recreation and Open Spaces Committee held on Tuesday 13th April 2021 at 12:30 pm via Zoom conferencing.

Present: Cllrs G Perry, M Eastwood, N Farrell, D Jemmett, A Rickard, and N Stevens.

In Attendance: Mr K Wright (Clerk), Mrs B Samrah (Parish Administrator), Mr J Willis (Tree Warden), Ms D Copsy (Henfield Football Club - HFC), Mr D Muirden (Henfield Tennis Club – HTC), Mr C Thorns (Henfield Cricket Club – HCC) and one member of the public.

MINUTES

1. DECLARATION OF MEMBERS INTERESTS

Cllr Jemmett declared an interest in item 7 as he is a Committee Member of Henfield Cricket Club (HCC). He will attend the Parish Office to sign the Register of Members Interest at a later date.

2. APOLOGIES

Received from Cllr Kendall.

3. APPROVAL OF MINUTES OF THE MEETING HELD 9TH FEBRUARY 2021

Cllr Morgan had previously noticed that the Tennis Club had requested a copy of the 1994 Valuation from Parsons, Son & Basley **not** the Lease. The Minutes were approved with this amendment, to be signed by the Chairman in the Parish Office at a later date.

4. MATTERS ARISING

The Chairman confirmed that she had circulated an update on Climate and Environment action plan and welcomed any comments.

Cllr Sharp joined the meeting at 12.40pm.

The Chairman adjourned the meeting.

OPEN FORUM

The Chairman asked individuals who were joining the meeting to talk in turn.

Ms Copsy said that she wanted to ask about the HFC Fun Day and would speak when it was raised. She also said that Mr Rodriguez could not attend and had asked her to ask about the link road lights. The Clerk confirmed that the original contractors had been asked to repair the lights but that they had needed access to the Leisure Centre which had not been possible during lock down. He agreed to ask the Works Officer to follow up.

ACTION POINT: The Clerk to ask Works Officer to chase on repair to Link Road Lights.

The member of the public confirmed he was there to listen.

Mr Thorns said that he would wait until item 7 of the agenda.

Mr Muirden confirmed that HTC Committee had not had a chance to agree a final decision but hoped to do so next week and would revert to HPC. Mr Muirden also updated the Committee on progress at HTC, which had reopened on 29th March and as a temporary arrangement committee members would open the courts for individuals until the Leisure Centre was fully open. He also confirmed that new LED lights were installed six weeks ago and working well. The courts would be painted red and blue in the next few weeks. He confirmed that the water leak at the end of February had caused a lot of damage to the structure of the pavilion as well as to items stored inside. The Pavilion was likely to be out of action until about July and in the meantime the container in the Leisure Centre car park was holding any items which could be saved.

The Chairman reconvened the meeting.

5. CHAIRMANS ANNOUNCEMENTS

- 1 Report of contaminated water course in stream north from the end of Gresham Place, reported to Environment agency. This was noted.
- 2 Broken fence at Swales – repaired by works team. The Chairman confirmed that this had been broken a couple of times and repaired. Cllr Farrell enquired whether the CCTV at the Youth Club could be slightly repositioned to incorporate this area, but Cllr Eastwood had already spoken with the Youth Club and they had explained that if it was moved it would not cover the car park.
- 3 Footpath from The Common to High Street – WSCC have now resurfaced this. The Chairman was delighted that this path had finally been completed after many years.
- 4 Broken fence near Batts Pond – removed by Works team on 26.3.21. This was noted.
- 5 Nature Walk for children with QR codes, planned for May/June SH2030 – The Chairman confirmed that this was still going ahead over the Arts and Gardens weekend.
- 6 Broken fence and bench on Memorial field – The Works Officer has cleared away 29.3.21. This was noted.
- 7 Mats placed around sunken trampoline at Kings Field play area following resident concerns over safety – The Chairman thanked the Works Officer for his prompt action on the purchase of these mats.
- 8 Dog mess bags – The Chairman stated that a resident had raised concerns about the amount of these bags that were being dumped in undergrowth or hung from trees and asked whether it would be advisable to make a reference to this on the website. She pointed out that they would take many months to decompose and that would be dependent on temperature. The Clerk said that it seemed to be more prevalent nowadays. Ms Copsey said that she was aware of people hanging them up when going on a circular route but forgetting to collect them. Mr Thorns said that dog mess was frequently left on the Common and Memorial Field. The Chairman asked if the committee agreed to a notice on the website as a reminder to clear up after dogs and take home. And all agreed posting on website

ACTION POINT: Parish Administrator to ask the Operations Manager to add a post on the Website as a reminder to pick up all dog waste and put it in a suitable bin or take it home if there are no bins nearby.

6. THE SANDPIT

To receive an update on the Working Group Meeting held on 8.4.21 and to make a decision on the way forward. The Chairman hoped that all had had a chance to read the Summary sent out earlier. She confirmed that the meeting had been useful. The Safety Inspection had confirmed that the area was suitable for limited cycling use by those under 18 years. She also confirmed that since all routes to the Sandpit were footpaths therefore no cycles were permitted on them; either ridden, pushed or carried. She also stated that the current pause in use would stand for a further two months; that neighbours of the site had suffered verbal abuse and had been subjected to many hours of noise and disturbance even during the pause that had been requested. Cllr Eastwood confirmed that the wooden ramp/jump had been removed and he also confirmed that the Working Group had recommended that the area to return to its previous state to make it less attractive to the older users and that the features of the area be flattened. It was hoped that this would discourage the older groups. It was also anticipated that the increased activity would drop with lockdown easing. A dialogue with all interested parties at the working group could start again after two months and see if the landowners would consider granting permissive rights of access at that time with some controls in place. The Chairman confirmed

that the original social media posting and subsequent posts had been removed.

Cllr Sharp asked if the landowners of the footpaths were known and the Chairman confirmed that the footpaths were owned by the owners of Camellias, Dykes, Backsettown House and the Bowls Club. There is also access over Hills Farm and from across the Common. Cllr Eastwood confirmed that cycles were not allowed on any footpaths, and that this was a Public Rights of Way (PROW) rule not just used by HPC. He also confirmed that cycles are allowed on Bridleways or footpaths which have permissive rights which is when a landowner gives permission for their use, possibly with conditions such as times of use. Cllr Eastwood confirmed that the Sandpit was still open for use by children and adults who had walked there. Cllr Farrell asked whether there was any other site which might be suitable for a cycle track but the Chairman stated that HPC had no other suitable land, but was keen to receive suggestions on alternatives. Cllr Farrell said what a shame it had been that a few older people had ruined the situation for younger children. A number of Councillors were surprised to hear that cycling was not allowed on footpaths.

Cllr Stevens reminded the committee that the Sandpit was a local green space and in the Neighbourhood Plan. The Chairman confirmed that even if cycling were allowed in the fullness of time the Sandpit would remain a local green space and a wildlife area. Cllr Eastwood concurred that the green space also included the field next door to the Sandpit and that any structures would be temporary and that it would remain an amenity space for everyone to use. He said that if HPC chose to allow cycling for limited time that would not change the designation of the area as a green space.

Mr Willis said that when he had visited Broadmere Common recently after a complaint from a neighbour and found quite a considerable camp. Those responsible had been building a structure in a tree and a fire pit.

The Chairman asked whether the Committee would accept the recommendations of the Working Group:

1. Social media which identified the site has already been removed.
2. Information about the agreed use of the Sandpit should be on the HPC website, including that it is a designated Local Wildlife Site.
3. Suggest that Landowners may like to put up signage at the start of their footpaths explaining that cycling, and the pushing of cycles is not permitted on footpaths.
4. ROS to consider purchasing informative signage at the Sandpit to show its wildlife value and to ensure users are aware of the regulations.
5. The jumps will be flattened to make the areas less attractive for cycling.
6. The complete pause in informal cycling in the area is continued.
7. The Sandpit Working Group should meet again in two months' time.
8. A full response to the Youth Group's original letter to be sent.
9. HPC will seek information about alternative locations for young people to cycle safely in the local area.
10. A summary of the recommendations should be sent to all consultees.

It was **PROPOSED BY** the Chairman, **SECONDED** by Cllr Eastwood and **VOTED** all in favour to accept the recommendations of the Sandpit Working Group.

7. CRICKET CLUB

- 1 Extension to cricket pitch – map sent 1.3.21. The Chairman asked if there were any comments and Cllr Jemmett confirmed that there was an HCC committee meeting that evening at which it would be discussed. The Chairman confirmed that there was no opposition from this Committee.
- 2 Temporary repairs to car park – carried out on 18.3.21 at cost of £143.76 for supplies and machinery two deeper holes were filled in The Chairman confirmed that this was short term solution but did not solve the whole problem.
- 3 Request for help with payment for longer term repairs to car park – letter from C Thorns sent 11.3.21 – The Chairman confirmed that the letter had asked about assistance with

repairs to the car park at £1,800 and a review of the split of payment between HPC and HCC. The letter had requested a split of HPC 85% and HCC 15% whereas an earlier meeting of the Committee had agreed a 50/50 split.

The Clerk stated that there was not a budget for this and money would have to come from reserves. Mr Thorns said that he had not assumed it would be this financial year. Cllr Stevens said that if the Pavilion was being extended and/or refurbished that it would make sense to resurface the car park afterwards. Mr Thorns said that the Pavilion upgrade would probably not be carried within the next three to five years.

Cllr Sharp recommended deferring the whole project for five years. The Clerk asked how the temporary repairs had weathered and Mr Thorns said they were fine but that there had been no rain to test them. Cllr Eastwood said that he felt that 3 – 5 years might be too long to wait. He recommended that HPC should plan ahead for next year's budget. He felt that a long term repair could be carried out in a year's time or thereabouts and the surface could be protected when building work is carried out on the pavilion. He also added that he felt a fairer split for costs would be HPC 75% and HCC 25% or 80% and 20%.

The Chairman clarified that the Committee would consider the budget in 2022/2023 and also consider the split between HPC and HCC. The Clerk confirmed this would give time to agree the budget. Cllr Eastwood confirmed that it would be raised at the next FRC committee Meeting.

ACTION POINT: The Clerk to ensure that the replacement of the car park surface and the relevant split between HPC and HCC would be discussed at the next FRC Meeting. He agreed to respond to Mr Thorns.

- 4 Other car park – The Chairman confirmed that the patching carried out by WSCC had not fared well and she felt that quotes could be sought for resurfacing.

ACTION POINT: Parish Administrator to get quotes from contractors for resurfacing the other car park.

- 5 Verge on side of entrance to Cricket Club – The Chairman confirmed that photos of the damaged ground had been circulated and Cllr Sharp confirmed that the damage was recent. The area had been covered in mature scrub previously.

Cllr Eastwood said that he felt that the wooden posts in situ should be moved nearer to the entrance road to make it impossible to park in that area and that the whole of the damaged area should be reseeded to return it to its former condition.

It was **PROPOSED** by Cllr Eastwood and **SECONDED** by Cllr Sharp and **VOTED** all in favour to move the posts to nearer the roadway/entrance and reseed the area.

8. FOOTBALL CLUB

- 1 Request from HFC for a Fun Day on Saturday 3rd July for the whole club. Ms Copsey said that HFC wanted to have a Funday on 3rd July for the whole club. An application, risk assessment and copy of the insurance had been circulated with the agenda. The Chairman asked if everyone had had a chance to read the forms and Cllr Eastwood said that this is something that HPC have supported previously and he hoped would support it again this year. All agreed to HFC Funday on Saturday 3rd July 2021.
- 2 HFC Licence extension until March 2022 then renewal. The Chairman confirmed that licence had been extended until March 2021 and then it would be reviewed again with a likely renewal at that stage. Cllr Eastwood said that HFC had finally received preplanning advice from HDC in relation to the Eric Holder Pavilion at the Kings Field. He hoped that HPC and HFC could work together on the planning application.

9. TENNIS CLUB

- 1 Requested space in Leisure Centre car park for a container to store everything from the pavilion, after water damage in February. This was covered in the Open Forum.
- 2 Update on lease extension. This was covered in the Open Forum.

10. PLAYING FIELDS

- 1 Memorial Field – The Chairman asked if there were other issues apart from the vandalism mentioned in Chairman's Announcements. Cllr Eastwood said that he was worried about the condition of the grass and the amount of wood being strewn over pitch. The Clerk recommended that it would be a good idea to meet with Richard Conway of Grasstex Ltd and to ask him about the condition of grass and what could be done to improve it. Cllr Eastwood stated that this was a good plan with a couple of Councillors and the Works Officer as well as Richard Conway.

ACTION POINT: The Clerk to contact Richard Conway to arrange the meeting to give HPC advice how to improve and maintain the condition of the grass on the Memorial Field. Ms Copsey said that she would be happy to be part of the group if that would help.

- 2 Rothery Field – repairs requested in ladies' toilet. The Chairman confirmed that the Works Officer had replaced the toilet seat in the Ladies Toilets and was waiting the light fitting. The Chairman suggested that if it had not already been completed that an LED light be installed instead. The Clerk said he would check with the Works Officer.

It was **PROPOSED** by the Chairman and **SECONDED** by Cllr Eastwood and **VOTED** all in favour of replacing the light with LED fixings and bulb.

Cllr Rickard said that he felt the play area at the Rothery Field was in a pretty poor condition. The Chairman agreed that the area could do with a make over and that when funds are available that it would be a priority.

Cllr Eastwood felt it would be a good idea that if Richard Conway was looking at the pitch at the Memorial Field, he should also include the Rothery Field. This was agreed by all.

ACTION POINT: When the Clerk contacts Richard Conway to arrange the meeting that the Rothery Field would also be included.

Ms Copsey asked about storage particularly for the goals at the Rothery Field. The Chairman said that the neighbours would not be happy to look at a large container but if HFC found another method of temporary storage the Committee would consider it.

- 3 Kings Field – The Chairman confirmed that there was nothing to report. The Clerk stated that the grass looked in good condition currently.

11. TRAILS

- 1 Three Parishes Trail – Cllr Eastwood confirmed that these were with PMW and they will be preparing a website version. He also confirmed that he was meeting Pauline at Sussex Prairies to discuss the Three Parishes Trail.
- 2 Request for endorsement for Bird Watching Trail Website by PWM. A quotation for £2,540 had been received. Cllr Eastwood proposed that money be put aside from the Trails budget for the Bird Watching Trail which would include Birds and Bird song as well as the flora and fauna found along the Trail. He hoped that when pubs open up fully again that the Traders Association would help with advertising the Trails to see if visitors and locals can be attracted to walking. He also said that birds would be highlighted on other Trails too with the help of the Birdwatchers in Henfield.

It was **PROPOSED** by Cllr Eastwood, **SECONDED** by Cllr Farrell and **VOTED** all in favour to

endorse PWM to prepare the Bird Watching Trail at a sum of £2,540.

- 3 Smugglers Trail – the History Group has agreed to assist with project once Lockdown lifted will happen later. This was noted.

ACTION POINT: Parish Administrator to liaise with the History Group to organise a meeting with Cllr Eastwood to take matters further.

12. TREE WORK

- 1 Coronation Oak – work to reduce carried out 16.2.21. This was noted.
- 2 Three new tree wardens, waiting to hear from WSCC about training. The Chairman said that Sam, Tony and Hazel had volunteered as Tree Wardens.
- 3 Specimen trees from local resident and a Tree of Reflection suggested by Garden Club. The local resident had suggested donating a long lasting Specimen Tree which would have room around it to grow as a memorial and as a sign of hope after the pandemic. She had considered a number of varieties and locations. The Henfield Garden Club had also made contact with HPC for the planting of a Tree of Reflection in a similar vein.

Mr Willis said that it would be a good project for the Tree Warden team to consider. It was agreed that the four Tree Wardens get together to discuss possible locations as well as types of trees that might fit the criteria. The Chairman said that since it would be likely that the planting would be in the Autumn there was plenty of time to report back to the Committee and also speak with the donors.

ACTION POINT: Mr Willis to organise a meeting between the Tree Wardens to consider type of trees that would be suitable and a number of possible locations.

- 4 Tree planting on triangle outside cemetery and cemetery extension. Mr Willis confirmed that it had already been carried out and that the planting was successful. He confirmed that the Adur and Ouse River Trust had a surplus, so they were happy to donate eight to HPC. Mr Willis confirmed that the trees are doing well, but said that watering would be needed at least once a week on these trees as well as the five larger ones in the Cemetery extension. Mr Willis explained that the Works Officer had purchased a hose and reel but that it was heavy and needed two people to move it. It was agreed that Mr Willis should liaise with Works Officer as well as the other Tree Wardens to work out a suitable time for watering and work a rota between themselves. The Chairman thanked Mr Willis for his excellent work in making sure the trees had settled and were taking off. The Clerk said that he thought that the hose and reel is currently stored at WC Hire where a unit was rented by HPC.

ACTION POINT: The Clerk will liaise with Works Officer and Tree Wardens for them to organise suitable times to access the hose and reel to make sure the trees were well cared for and thrived.

13. DOWNSLINK ACCESS FROM GUIDE HUT

Three quotes have been received from Edburton, Battens and PHB. Awaiting fourth quote from Landbuild and directions from WSCC. The Chairman confirmed that this project was taking a long time because of lockdown. WSCC had requested a site visit which was hoped to be organised in the next two weeks and had seen the quotes, as well as confirmation of the Contractors' Liability Insurance. She also confirmed that a fourth quote may still come in.

14. ADUR RESTORATION CORRIDOR

To receive an update – The Chairman said that there was not a lot to say since the meeting in February. Volunteers were being encouraged to update details for the Biodiversity record in the area.

15. PLAY AREAS

- 1 Skate Park – awaiting response from Freestyle Collective – chased 9.3.21 and 29.3.21. The Chairman confirmed that this project was also taking much longer than expected because of lockdown and that quotes were now being sought from other companies.
- 2 Chessbrook Green – awaiting another quote and then will apply for S106 money. The Chairman confirmed that Saxon Weald had agreed to allowing the new Activity Trail and that once all three quotes were in, an application would be made for S106 funding from HDC, which has been earmarked for this project.

Cllr Rickard asked about the play area near Medical Centre and especially the fenced off area next to it The Clerk confirmed that it was known as Danny's Pond and was fenced off for safety but was owned by HDC. He did confirm that the Works team sometimes cut the grass but that generally it was maintained by HDC. The Chairman said that Wilder Horsham might have some information, or Richard Black may know. CLLR Sharp said that whilst the fences close it off, the flowers can grow.

16. LOCAL CLIMATE AND ENVIRONMENT PLAN

- 1 Biodiversity Working Group – Notes from meeting on 12th March attached to the agenda. The Chairman confirmed that the next meeting would be on Friday 16th April and they would be looking at "rewilding Henfield." She also said that once the surveys have been carried out, targets could be set for the Biodiversity Oversight group.
- 2 Support for opposition for building on land North of Sandy Lane. The Chairman confirmed that the Clerk sent the details of HPC's objection on 31.3.21.
- 3 Wildflower planting – 7th April on Swales. The Chairman hoped that everyone had seen the photos of the working party. She was hoping that not too many of the seeds were being eaten by blackbirds.
- 4 Community verges and verge management – The Chairman confirmed that WSCC Highways had offered some special notices for the wildlife verges at the Swales, Borrer Bank and Manor Way and these explained that the verges were being cut less often to encourage wildlife. The Chairman also asked if members were happy for Jess Macey or Steve Hill from WSCC to attend the next meeting, to talk about their Highways Verge Management Project and Nature Friendly signage being rolled out on agreed verges. Cllr Rickard asked whether these projects cause an increase in vermin. The Chairman confirmed that the Biodiversity Records surveys will pick up on the incidence of rats and mice.
- 5 Request from SH2030 stall in Village Square – an information point is being considered, maybe at end of May and June.
- 6 Request from a Resident for Seed Swap Box in Village – maybe an old fashioned Telephone box. – The Chairman confirmed that the telephone boxes cost a great deal more than she had been led to believe and that it was likely that the Haven would be approached to house the Seed Swap unless any councillors were against the idea.
- 7 Footpaths – the Great British Spring Clean will run from 28.5 – 30.6.21. The Chairman asked whether HPC would be willing to lending litter pickers to volunteers and help publicise the event. The Clerk confirmed that would not be a problem and asked when this will take place. The Chairman thought it would be likely to be 30th May and that would be part of Keep Britain Tidy's national Campaign.

17. SAFE ROUTES

- 1 Potential Lost Rights of Way details including two paths within the village, were sent to Local branch of Ramblers Association.

- 2 To receive update from the meeting held on 17.3.21. Cllr Eastwood said that the six routes were moving forward. Each had been allocated to smaller groups. He stated that one of the proposed routes favoured by the Safe Routes Working Group was between Furners Lane and Woodmancote but that this route was opposed by Woodmancote PC. He hoped that it might be possible to arrange a meeting of the two sides with help from Roger Noel at Woodmancote PC. Cllr Eastwood said that he might need a volunteer to take part.

18. CLERKS REPORT

- 1 Financial Update - The Clerk confirmed that at the Financial year end ROS had spent 92.3% of budget with Litter picking just 75% of budget. Trees he said were over budget and Playing Field Maintenance was £1,200 over budget because of the extra seeding, but that this had been made-up by a contribution from HFC.
- 2 Purchase of two lawn mowers for £2,735.68 as agreed by email after last meeting The Clerk confirmed that they had already been used many times. And were paid for in the 2021/21 financial year.
- 3 Any Further Updates – The Clerk had no further updates and invited questions but there were none.

19. CORRESPONDENCE

The Chairman said that Shaun Bigg, a Personal Trainer had asked for permission to train on the Memorial Field and Kings Field. She also said that Cllr Kendall had sent a message that as the Leisure Centre were using the Kings Field, he would prefer that it was not used. Cllr Eastwood said that he felt it was right to encourage local business but that the Kings Field had always been kept for the Leisure Centre. He wanted the personal trainer to use the Memorial Field and following Cllr Farrell's question about the Rothery he could use that as well. He also said that the Downslink was free for anyone to use. The Clerk suggested that he be asked to complete the form and provide a copy of his Liability Insurance and be allowed to use the Memorial Field and Rothery Field only.

ACTION POINT: Parish Administrator to send him the relevant form to complete and return along with his Liability insurance and that he is advised that he can use Memorial and Rothery Fields only.

20. ANY OTHER URGENT MATTERS TO BE RAISED BY COUNCILLORS

There was none.

21. DATE OF NEXT MEETING

Tuesday 8th June 2021 likely to be at 12.30pm and either via Zoom conferencing or face-to-face.

Meeting finished at 2.20pm.