

## HENFIELD PARISH COUNCIL

Meeting of **Henfield Parish Council**  
held on **Tuesday 5<sup>th</sup> October 2021** at **7:00pm** in the **Henfield Hall**.

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

**In attendance:** Mrs R Grantham (Operations Manager) and three members of the public.

The Chairman began the meeting with a minute's silence to remember Michael Russell Smith who had briefly served as a Councillor in the 1990's.

### MINUTES

1. **DECLARATION OF MEMBERS 'INTERESTS**

None.

2. **APOLOGIES**

Cllr Potts and Cllr Payne- West Sussex County Council (WSCC).

3. **APPROVAL OF MINUTES OF PARISH COUNCIL MEETING HELD ON 7<sup>th</sup> SEPTEMBER 2021**

Approved, signed and dated by the Chairman.

4. **CONSIDER THE APPOINTMENT OF A NEW PARISH COUNCILLOR FROM THE FOUR APPLICANTS**

This item was conducted under closed session under the Public Bodies (Admission to Meetings) Act 1960, in accordance with Standing Orders s.1 (d) to exclude the press and public on the grounds that the confidential matters to be discussed under item 4 below would be prejudicial in the public interest.

The Chairman announced that the new co-opted Councillor is Daryn Grossmith. He was not in attendance so will be informed by the Operations Manager following the meeting. The Chairman also commented that it was very pleasing to have four good candidates applying. He thanked the other candidates and hopes that they will continue to be involved with the Parish Council.

Live streaming to Facebook via Zoom conferencing began at 7.18pm.

5. **MATTERS ARISING**

a) Barclays' mandate

The Operations Manager confirmed that the application has been submitted.

b) Gatwick Airport 2nd Runway Consultation

The Chairman gave some background information regarding the proposals and explained that there were three options available. These are to join the CAGNE campaign group along with 32 other Parish Councils, to write a separate Henfield Parish Council response or to leave responding to individual Councillors and residents. Following brief discussion, **it was agreed** to ask the Plans Advisory Committee to make a recommendation which can then be voted on at the next full council meeting in November.

**Action Point: The Parish Administrator to include the Gatwick Airport Proposals on the next Plans Advisory Committee agenda.**

c) Pear Tree Farm appeal

Cllr Goodyear confirmed that she attended the appeal hearing against the three enforcement notices. Horsham District Council (HDC) put up a spirited defence but there is no result yet. Cllr Morgan commented that the appellant had withdrawn their application for costs.

6. **CHAIRMAN'S ANNOUNCEMENTS**

None.

*The Chairman adjourned the meeting.*

**OPEN FORUM**

The Chairman invited any members of the public to speak but they declined.

*The Chairman reconvened the meeting.*

7. **HORSHAM DISTRICT COUNCIL REPORT**

Cllr Morgan advised that a report has been received by Natural England with regards to concerns about new development and the impact upon water neutrality. This has meant that further consideration will need to be given to planning applications as well as having implications for the Local Plan. HDC are taking legal advice and in the meantime have cancelled their planning committee meetings which were scheduled for this week.

8. **WEST SUSSEX COUNTY COUNCIL REPORT**

Cllr Payne was not in attendance and had given her apologies.

9. **LOCAL PLAN WORKSHOPS**

The Chairman confirmed he had attended three out of the four workshops in his capacity of Horsham District Association of Local Council's (HALC) Chairman and it was pleasing to note that all parishes in Horsham District had been represented at one of the workshops. The workshop relevant to Henfield was also attended by Cllrs Shaw, Stevens, Potts and Morgan. The slides and FAQ's were circulated prior to the meeting. **It was agreed** that these were very informative, that the opportunity for discussion was welcome and that as a general principle, the importance of having a Local Plan for Horsham District was acknowledged.

10. **MOTION: TO APPROVE THE AMENDED INTERNAL CONTROLS**

The documentation was circulated to Councillors prior to the meeting. Cllr Goodyear explained that there were only very minor changes to wording.

It was **PROPOSED** by Cllr Goodyear, **SECONDED** by Cllr Morgan and **VOTED ALL IN FAVOUR** to approve the amended internal controls.

11. **MOTION: TO APPROVE THE CARBON REDUCTION PLAN**

The documentation was circulated to Councillors prior to the meeting. Cllr Goodyear explained that this plan had been made by the Biodiversity Oversight Group and included practical targets as well as aims to influence. Cllr Shaw commented that he approved of the plan, stating it was ambitious and had measurable targets which would demonstrate leadership and set a good example for the village. He also asked whether it may be possible to bring items forward such as upgrading the works officers van to electric.

It was **PROPOSED** by Cllr Kendall, **SECONDED** by Cllr Sharp and **VOTED ALL IN FAVOUR** to approve the carbon reduction plan.

12. **MOTION: TO APPROVE THE INFRASTRUCTURE DELIVERY PLAN**

The documentation was circulated to Councillors prior to the meeting. The Operations Manager confirmed that on the Horsham IDP there had been the inclusion of a bike park and an increase to the target amount for the school to £250,000. On the Henfield Parish IDP there has been the inclusion of shades at our play areas.

It was **PROPOSED** by Cllr Goodyear, **SECONDED** by Cllr Donoghue and **VOTED ALL IN FAVOUR** to approve the amended infrastructure delivery plan.

13. **COMMITTEE REPORTS**

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

- a) Summary of £24,654.28 expenditure from 1<sup>st</sup> September to 31<sup>st</sup> September 2021  
Noted by Councillors
- b) Select expenditure as the monthly random audit checks (September)  
Cllr Morgan selected Moore External Audit fee.
- c) Consider the External Auditor's Report & Certificate  
The report was noted by Councillors and that there were no negative comments.  
Congratulations and appreciation were also expressed to the Clerk.
- d) Preparation of Budgets – 2022/23  
The Chairman asked that all Chairman of Committees consider funding requirements for the next financial year as draft budgets will need to be prepared to go to the Finance Risk and Change Governance Committee in November and then for approval by Full Council in December.

**(B) Plans Advisory**

Cllr Shaw invited any questions on recent minutes.

- a) Planning Appeal attendance

Cllr Eastwood commented that there have been several speculative planning applications received recently and that as statutory consultees the Parish Council have the right to request that any application is heard by a planning committee rather than a decision made by an individual officer. Recently we have been exercising that right more frequently. He also commented that he felt it would be appropriate and very helpful for the HDC committee to have a Parish Councillor in attendance to make a short statement at Horsham Planning Committees when these cases are discussed. These take less than five minutes and there is no cross examination. Recently there have not been any members of the Plans Advisory Committee available to attend so he asked all Councillors to be aware that they may be asked in future to attend a committee meeting at HDC to read a short pre-prepared statement which will be provided by PAC if no PAC Members are available.

Cllr Sharp commented that he would support proposals by Welbeck development for additional green space at the site on Parsonage Farm and requested that, if possible, these areas be adopted by Henfield Parish Council rather than be left to be run by a private management company. **It was agreed** by all to support this approach and to continue discussions with Welbeck and the developers when one is selected.

**(C) Recreation & Open Spaces**

Cllr Perry reported that there has been discussion regarding the poor condition of the grass on the Rothery as well as about other facilities for local sports clubs. 10,000 crocus bulbs have now been planted along Manor Way and several trees will be planted to celebrate the Queens Platinum Jubilee. Cllr Payne had asked what the Parish Council were planning for COP26. Cllr Perry commented that Cllr Sharps nephew is walking the 500 miles from London to Glasgow to arrive on the opening day of the event and that SH2030 are planning to join him in a live virtual link up on the final day, 31<sup>st</sup> October. Henfield plans two walks on this day following two of the Henfield Trails, the Village & Commons Trail and the 3 Parishes Trail. She distributed copies of the press release to all Councillors and invited them to join for some or all of the event.

**(D) Village Amenities**

Cllr Jones reported that the CCTV in the High Street is now operational, the bike shelter at the leisure centre has been repaired and the lock on the ladies' toilet door is now fixed. She mentioned that at the next meeting in October the committee will be discussing the shocking state that the works officers sometimes find the public toilets left in.

- a) Portable Speed Indicators

The poles for the new devices have now been installed and the devices should arrive in the next two weeks.

**(E) Museum**

Cllr Donoghue advised that the new book on the History of the High Street will be available in the next couple of months. She also reported that the first online purchase and payment had been completed through the new website.

**(F) Commons**

Cllr Sharp reported that the committee are meeting tomorrow but that a site visit with Kate Ryland and rangers from HDC has taken place. He commented that this was very helpful and that he was hopeful that more support and resources would now be forthcoming from HDC to support the implementation of the Commons Management Plan.

**14. REPORTS OF MEMBERS REPRESENTING COUNCIL ON EXTERNAL BODIES**

Cllr Donoghue reported that she has attended a meeting with the headteacher of St Peters school who has expressed concern regarding recent flooding on Fabians Way since the re tarmacking. This has been reported to WSCC by works officers. She also explained that although the school had been granted permission for a new modular classroom, there is now a £40,000 shortfall in the funding due to price increases for the groundworks.

Cllr Kendall reported that the leisure centre are holding an additional meeting to discuss future planning. He stated that although they had come through the pandemic well thanks to various grants and the delaying of the repayment of the loan to HDC, they are needing to generate more income.

Cllr Goodyear reported that Henfield Hall has held their AGM and approved a new constitution. Henfield Parish Council will be able to nominate a Parish Council trustee with voting rights.

Cllr Shaw reported that the Haven were presented with the Queens Award for Voluntary Service by the Lord Lieutenant. They are currently offering two days a week high needs care and one day a week non high needs care. They are looking to increase this to three days a week high needs care in the future.

Cllr Jemmett reported that he had attended the AGM for the Youth Club and that they are operating well with lots of junior members. There are however some concerns regarding potential subsidence in the building.

The Chairman reported that he has attended a board meeting of the West Sussex Association of Local Councils and commented that there had been an increase in attendance in their training programmes which will continue on Zoom until the spring next year.

**15. PCSO & POLICE ACTIVITIES**

a) New PCSO

The new PCSO for Henfield is Tracey Bicknell, who will be a shared resource with various other local parishes.

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

None.

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

Tuesday 2<sup>nd</sup> November 2021 at 7:00pm in the Henfield Hall.

**Meeting Closed at 8.30pm**