



## **HENFIELD PARISH COUNCIL**

**Meeting of Recreation and Open Spaces Committee held on  
Wednesday 11<sup>th</sup> May 2022 at 9.30am in the Garden Room,  
Henfield Hall**

**Present:** Cllr G Perry, R Kendall, D Jemmett, A Sharp and C Simmonds.

**In Attendance:** Ms A May, (Tree Warden), Mr K Wright (Clerk), Mrs R Grantham (Operations Manager) and Mrs B Samrah (Parish Administrator)

### **MINUTES**

#### **1. ELECTION OF CHAIRMAN FOR THE FORTHCOMING YEAR**

It was **PROPOSED by** Cllr Kendall **SECONDED by** Cllr Simmonds and **VOTED ALL FAVOUR** to elect Cllr Perry as Chairman for the forthcoming year.

#### **2. DECLARATION OF MEMBERS INTERESTS**

Were received from Cllr Jemmett on item 9 of the agenda as he is Chairman of Henfield Cricket Club.

#### **3. APOLOGIES**

Were received from Cllr Eastwood and Grossmith.

#### **4. ELECTION OF VICE-CHAIRMAN FOR THE FORTHCOMING YEAR**

It was **PROPOSED by** Cllr Perry **SECONDED by** Cllr Simmonds and **VOTED ALL FAVOUR** to elect Cllr Kendall as Vice-Chairman for the forthcoming year.

#### **5. APPROVAL OF MINUTES OF THE MEETING HELD 9<sup>TH</sup> MARCH 2022**

These were approved and signed by the Chairman.

#### **6. MATTERS ARISING**

The Chairman said that the Milne bench sited on the Lydds was still being repaired but awaiting wood. She confirmed that the repairs were being paid for by the family's descendants.

*The Chairman adjourned the meeting.*

### **OPEN FORUM**

The Tree Warden said that she had set up a Go Fund Me page for Trees within the Parish and she wondered whether Henfield Community Partnership (HCP) might be willing to assist with this, the Chairman agreed to raise the matter with HCP as well as Sustainable Henfield 2030 (SH 2030). It was confirmed that trees purchased through West Sussex County Council (WSSCC) Donate a Tree scheme could be purchased for £209 but that applications had to be in by the end of July 2022 with planting taking place in the Autumn. It was agreed that the Committee would be supportive of these initiatives but that specific details of types of trees and possible locations would be needed. The Clerk agreed that in the future Community Infrastructure Levy (CIL) monies may be able to be used for the planting of trees

The Chairman then moved to Item 14 of the agenda.

*The Chairman reconvened the meeting.*

#### **7. CHAIRMAN'S ANNOUNCEMENTS**

- Update on meeting between Cllr Perry and Works Team – The Chairman confirmed that it had been a useful and that many suggestions many already been carried out. The Clerk confirmed that there was only one Works Officer working now with occasional help and that another Works officer was being sought.
- Resident given permission for an inflatable slide on Kings Field on 30.4.22 – This was noted.
- Confirmation of ground maintenance with Grasstex at £4,646.74 p.a. – This was noted.
- Feedback on whips planted by edge of common – The Chairman confirmed that this Committee had agreed to return the land by Henfield Cricket Club to trees and grass again but that a complaint had been received from Swains Farm Shop to Henfield Football Club that this had reduced parking capacity at HCC and caused more cars to park at Swains.

- Resident request not to cut grass near Deer Park leading to Leisure Centre during No Mow May – this was noted but it was confirmed that this was not HPC land. The Chairman asked that the Parish Office alert Horsham District Council (HDC) to this request.

**ACTION POINT:** Parish Administrator would write to HDC Gardens and pass on this request as well as writing back to the resident.

- Wildflower plugs planted at the Swales – The Chairman thanked Liz Taylor for her continuing work with growing seeds and planting out on the Swales as well as the planting in the library car park. She also confirmed that Cllr Morgan had donated a Purple Filbert in the Community Orchard and thanked him for this.

## 8. HENFIELD PARISH COUNCIL BUSINESS PLAN – ROS RESPONSIBILITIES

The Chairman confirmed that ROS Committee responsibilities included organising an annual walk with the Safe Routes working group, delivering two trails per year that are fully signed and inspected and promoting countryside matters on social media. The plan also requires a reduction in HPC's Carbon Footprint, and the Chairman reminded all that 2024 is the year of Biodiversity. The Clerk suggested that at each meeting one or two points be raised for consideration, and it was agreed that social media could be looked at this month.

**ACTION POINT:** The Chairman and possibly Cllr Kendall would meet with Parish Staff to look at social media output in relation to countryside and sustainable issues.

## 9. CRICKET CLUB

- 1 Update on Lease Extension – The Clerk confirmed that all the paperwork was now completed and signed by both parties and that HPC was awaiting delivering of the finalised documentation.
- 2 Replacement of training nets – Request to apply for Section 106 (S106) money – Cllr Jemmett confirmed that HCC have submitted 2 claims for grants for work on the Nets and hoped that the work could commence in the off season. All agreed that if there was still a shortfall that HPC would see whether some CIL funds could be used to assist the project.

## 10. FOOTBALL CLUB

- 1 Access to Rothery Field – Update – The Clerk confirmed that at the last Parish Council meeting the costs had been agreed and a solicitor had been appointed to work out the Agreement with the Landowner.

## 11. TENNIS CLUB

- 1 Container in Leisure Centre car park – Update – The Chairman confirmed that the container would be allowed to stay in the car park until the end of July, the work was likely to start on 6th June. The Clerk said that Henfield Tennis Club (HTC) had made a donation to Henfield Football Club (HFC) for the inconvenience and that HFC had been allocated five car parking spaces in the car park for their football tournament during the weekend of 21st and 22nd May. HTC had reported some anti-social behaviour and that they were keeping an eye on matters.

## 12. PLAYING FIELDS

- 1 Memorial Field
  - Update on meeting held on 28<sup>th</sup> April 2022 – The Chairman said that it had been a very useful meeting and confirmed that HFC Under 15 girls football team would be using the pitch at the Memorial Field regularly. She said that drainage out of NE corner would likely be necessary and that quotes from alternative contractors would be sought. The HFC Treasurer had been unaware of the agreement whereby HFC had agreed to pay half of costs for the Memorial Field. The Clerk also confirmed that any work necessary would not be carried out until after the Summer. The Clerk confirmed that HFC would supply dimensions of goal posts so that these could be left up all year round.
  - Replacement of broken bin at a cost of £220 from HDC.

It was **PROPOSED** by Cllr Kendall **SECONDED** by Cllr Sharp and **VOTED ALL FAVOUR** to purchase a new bin from HDC at a cost of £220.

**ACTION POINT:** Parish Administrator would place the order with HDC.

- 2 Rothery Field – Improvements to playing surface carried out during w/c 18<sup>th</sup> April. The Clerk confirmed that the grass was beginning to grow thanks to some watering by HFC and the recent rain.
- 3 Kings Field
  - To consider request from Activ8 Nursery based at Youth Club for a Farm to visit Kings Field in June or July. It was agreed that more information was needed such as exact area of Kings Field, number and type of animals and insurance from the company providing the farm as well as making sure that HFC were happy. It would be essential that the area would be well contained. It was agreed that if a decision was needed before that next meeting the Chairman and Cllr Kendall could make it.

**ACTION POINT:** Parish Administrator would ask the nursery for more information including completion of event request form and liaison with HFC.

- To consider widening the path through from School to Leisure Centre – Cllr Kendall had been asked by Henfield Leisure Centre about the possibility of widening the path which they used when accompanying children from School to the Leisure Centre. It was agreed that this should be held over until such time as HFC are working on the pitch and/or pavilion at the Kings Field.

### 13. TRAILS AND FOOTPATHS

- 1 North Adur Trail – The Clerk confirmed that Cllr Eastwood was working on the detail around the points of interest along the route. He also pointed out that Henfield Birdwatch had prepared the bird layer information for the Village Centre & Commons trail, incorporating photographs, text and examples of birdsong, they were thanked for their input. This would be added to the online version by PMW which is accessible via the Hidden Henfield website.
- 2 Dog walkers leaving Dog Poo Bags in undergrowth – It was agreed that polite notices would be purchased and put in key places which were causing a problem. It was also agreed that the Website would carry reminders and Works Officer would be asked to keep track of problem areas.

**ACTION POINT:** Operations Manager would update the website and either purchase signs or create one in-house to be placed at specific problem areas.

### 14. TREE WORK

- 1 Tree Wardens – to receive update and recommendations from Tree wardens' meeting on 21<sup>st</sup> April including – The Chairman confirmed that four tree wardens had attended a lot of interesting ideas had been raised. It was agreed that Tree Wardens will meet regularly and that the Tree Warden would summarise what was suggested.
- 2 Request to support Donate a Tree scheme with WSCC (Go Fund Me page) –The Tree warden explained that the trees would be planted on verges.

It was **PROPOSED by** the Chairman **SECONDED by** Cllr Kendall and **VOTED ALL FAVOUR** to support this scheme.

- 3 Request to purchase galvanised water trough at approximately £250.00 – The Chairman said that another Tree warden had suggested this idea as well as details on how to make a float to prevent animals from drowning in the trough.

It was **PROPOSED by** the Chairman **SECONDED by** Cllr Sharp and **VOTED ALL FAVOUR** to purchase this galvanised trough and the materials for a float.

**ACTION POINT:** Parish Administrator would order the Trough and materials and see if the Works Team were able to make the float or whether this would need to be built elsewhere.

- 4 Tree Survey – To receive quotes for Tree Surgery required at three months – It was confirmed that three quotes had been received; Southern Beeches @ £1,880.00, Connick Tree Care @ £5,640.00 and KPS @ £6,110.00 (all excluding VAT) The Clerk confirmed that Southern Beeches, based in Henfield had generally always been much cheaper than any other quotes received in the past. One of our Tree wardens also had ideas for how we should dispose of trees reduced and felled in this surgery in order to help wildlife and biodiversity, which would be given to the tree surgeon.

It was **PROPOSED** by Cllr Sharp **SECONDED** by Cllr Kendall and **VOTED ALL FAVOUR** to award the contract to Southern Beeches at £1,880.00 plus VAT.

**ACTION POINT:** Parish Administrator would liaise with Southern Beeches and provide the schedule of disposal.

- 5 Update on Queen's Platinum Jubilee Trees GP – The Chairman confirmed that all trees planted have now been added to the Queen's Green Canopy website.
- 6 Queen's Green Canopy – letter from Cllr R Noel at HDC – update – The Chairman confirmed that an Alder tree had been requested from HDC for St Peter's School, it would be planted in the Autumn and that Cllr Roger Noel would like to come along to the dedication.
- 7 Sorbus behind Library – It was confirmed that a short dedication ceremony had taken place on Monday 2<sup>nd</sup> May and that Cllr M Eastwood had unveiled the plaque and County Cllr S Payne had cut a ribbon on the tree. This had been part of the Greener High Street walk that had already been planned by SH 2030 and HCP.
- 8 The Chairman had been approached by local residents who wanted to plant a tree near to Danny's Pond but it was confirmed that this land belonged to HDC. She agreed to let the residents know.

#### **15. PLAY AREAS**

- 1 Kings Field Play area - Mound and Tunnel – It was confirmed that a landscaper was coming next week to give a quote for this job.

#### **16. SAFE ROUTES**

The Clerk said that the ownership of the path between Henfield Common and The Daisycroft looks to be expensive and complex, so Cllr Eastwood had suggested that it was limited to trying to achieve permissive access for horses and bicycles either formally or informally and drop the idea of transferring ownership to HPC.

The Chairman said that access to Sandpit Field had fallen into disrepair, but that Cllrs Morgan and Eastwood would meet with the landowner when he returned from his holiday.

#### **17. CLERKS REPORT**

- 1 Financial Update – The Clerk confirmed a slight overspend, being 8.3% of the way through the year, but having spent 8.5% of budget. This was because of recreation equipment purchased (£350), payment of an annual business rate (£276) and six months' collection for rubbish collection (£199) for the Rothery and litter picking six monthly rubbish and recycling at Parish Office (£505)
- 2 Any Other matters – The Chairman asked that the Committee be alerted to remaining amounts in the budget as the year progresses

#### **18. CORRESPONDENCE**

There was none.

#### **19. ANY OTHER URGENT MATTERS TO BE RAISED BY COUNCILLORS**

There was none

#### **20. DATE OF NEXT MEETING**

Wednesday 22<sup>nd</sup> June at 9.30am in Garden Room, Henfield Hall.

Subsequent meetings will be 27<sup>th</sup> July, 21<sup>st</sup> September, 2<sup>nd</sup> November and 14<sup>th</sup> December at 9.30am

The Meeting closed at 10.40am