



## **HENFIELD PARISH COUNCIL**

### **Meeting of the Village Amenities Committee held on Wednesday 8<sup>th</sup> June at 9.30am at the Henfield Hall**

**Present:** Cllrs J Jones, A Donoghue, M Morgan, R Shaw and N Stevens.

**In Attendance:** Mrs R Grantham (Operations Manager - OP) and Mrs B Samrah (Parish Administrator – PA)

### **MINUTES**

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

It was **PROPOSED** by Cllr Morgan **SECONDED** by Cllr Shaw and **VOTED ALL FAVOUR** to elect Cllr Jones as Chairman for the forthcoming year.

2. **DECLARATION OF MEMBERS INTERESTS**

There were none.

3. **APOLOGIES**

Were received from Cllr Kendall and Farrell.

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

The Chairman requested that this be held over until next meeting and it was agreed by all. The Chairman thanked Cllr Morgan for his support over the past four years and welcomed Cllr Donoghue to her first meeting.

5. **APPROVAL OF MINUTES OF THE MEETING 13<sup>th</sup> APRIL 2022**

These were approved and signed by the Chairman.

6. **MATTERS ARISING**

1. Paving in cemetery extension – The Chairman confirmed that this was still outstanding due to staff shortages in the Works Team. The Operations Manager suggested that this should be done fairly soon and asked whether a contractor might be brought in. **It was agreed by all** that quotes would be obtained.

**ACTION POINT** – Operations Manager to obtain quotes for laying slabs in the cemetery.

2. Cemetery Paths – The Chairman confirmed that the work for the first of the paths would commence on 5<sup>th</sup> September.
3. Power supply in Coopers Way car park – The Operations Manager confirmed that this was now scheduled for 14<sup>th</sup> June.
4. Self-seeded trees in cemetery – It was confirmed that these had now been cut down; Cllr Stevens said that they may well grow back and suggested that sodium chlorate could be used to prevent this happening.
5. Deer Park Council Tax – Cllr Morgan confirmed that he was mistaken when he had said that residents on Deer Park who pay maintenance charges to a management company had a reduction in Council Tax. The Chairman understood that the problem with overflowing dog waste bins had improved over recent months and Cllr Shaw confirmed this.

*The Chairman adjourned the meeting.*

7. **OPEN FORUM**

There were no members of the public present.

*The Chairman reconvened the meeting.*

8. **CHAIRMAN'S ANNOUNCEMENTS**

The Chairman confirmed that an application for S106 funding had been made for a new radar gun for the Community Speedwatch Team.

The Chairman confirmed the details of the tree planting request from Cllr Perry and the Tree Wardens; the roads suggested for new trees were Lower Station Road, Upper Station Road, Fabian's Way, Staples Barn, Lower Faircox and some of Wantley Hill. **It was agreed by all** to support this initiative, making sure that trees were native species and would not grow too large.

9. **BUSINESS PLAN - ACTION PLAN**

The Chairman ran through the areas which had been allocated to Village Amenities and there was some discussion in connection with the "Vibrant High Street" section: -

- Attractive Village Centre & Village Square – it was agreed that any ideas to improve this would be welcome. Cllr Shaw said that he did not feel that the short lease should prevent the Committee from making improvements.
- Restore Village Clock – with a likely cost of £6,000 it was agreed by all that this should not be a priority. **It was agreed by all** to remove from the Action Plan.

**ACTION POINT:** Operations Manager to amend Business Plan Action Plan.

- Develop Community Transport Plan and seek WSCC endorsement – The Chairman said that the two main areas of concern were around St Peter's School and the High Street by One Stop, part of the problem being that drivers do not observe the rules. The School had problems with coaches and lorries not being able to get close enough to the school and also with parking when parents drop off or collect their children by car. Cllr Morgan commented that HDC may consider installing CCTV by One Stop to monitor parking there. Cllr Morgan recommended that the School employ a specialist to look at transport and use CIL transport money. The Chairman said that enforcement is a major problem both at the School and on the High Street where parking on zig-zag lines occurs frequently.
- Encourage and support Community Speedwatch – The Operations Manager confirmed that the Speed cameras recorded speeds as cars passed the camera.

"Sense of Community" section: -

- Successful Remembrance Committee and Parade – It was confirmed that Cllr Grossmith is joining the team and that Cllr Morgan hopes that another Marshal will also join.

Cllr Donoghue wondered why the cemetery did not appear on the Action Plan. It was confirmed that no major developments are planned there, except the addition of some benches, which would be funded by the families of loved ones buried there. Cllr Morgan suggested that it could be added in next year's plan.

10. **TO CONSIDER THE REQUEST TO HOLD AN INFORMATION STAND**

The Chairman said that Southern Water had requested permission to place an information stand on the Village Square, on a Saturday, date to be agreed. **It was agreed by all** to allow this event to take place but that the organisers should not be allowed to park a vehicle or a generator on the Square and that the Vets and Launderette should be notified of the date once organised.

**ACTION POINT-** Operations Manager to confirm with Southern Water and agree a date and to liaise with the two businesses on Village Square.

11. **PUBLIC CONVENIENCES**

To receive any updates - Cllr Morgan said that there had been no major problems since the toilets were locked and gated at night.

12. **CEMETERY**

1. Consecration update – The Operations Manager confirmed that there was nothing further to report after a recent reminder to Chichester Diocese. She would speak with Revd Paul Doick and see if he could help to expedite matters.

13.

**STREET SCENE**

1. Waste bins along path to library – It was understood that the land was owned by WSCC and that the shops had nowhere else to put their bins because of developments at the rear. Cllr Donoghue said there was also a plastic sheeting on a wall, held in place by wooden laths, which looks very untidy and possibly indicated unsafe buildings. It was agreed that the matter should be reported to HDC as a possible enforcement problem and also to WSCC, copying in Cllr Payne.

**ACTION POINT** – The Operations Manager to write to WSCC and Cllr Payne to see if anything can be done to remove the bins and the Parish Administrator to report the matter of the wall to the Enforcement Officer at HDC.

2. Cllr Morgan confirmed that the flower tubs, baskets and display in front of Setyres were all looking good, but that there were weeds growing up in the Village Square and that the High Street needed sweeping. He agreed to speak with the owner of two areas of land in Bishops Lane about making them look more attractive, possibly with the help of Cllr Perry and the Greening Group.

**ACTION POINT-** Cllr Morgan would speak with the landowner of the two areas in Bishops Lane about the possibility of improving their appearance.

3. Indian Bean Tree on the Village Square – Cllr Stevens said that there were some dead branches which should be removed. The Parish Administrator agreed to contact the tree surgeon who was scheduled to be carrying out remedial work.

**ACTION POINT-** Parish Administrator to contact Tree Surgeon.

14.

**CLERK'S REPORT**

1. Financial update – The Operations Manager confirmed that VA expenditure is 8.4% of budget, with 16.7% of the financial year having passed. Expenditure included three months of dog waste bin emptying as HDC are paid in advance. Community Speedwatch expenditure was for the body-worn camera and all other items were within budget.  
Cemetery income is slightly ahead of budget.
2. Any further updates – There were none.

15.

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

Informal consultation by WSCC on a proposal to lower the speed limits on the A281 between Henfield to east of Woodmancote village. **It was agreed by all** that Henfield Parish Council would have no objection to this matter being taken forward.

**ACTION POINT:** The Clerk would write to Woodmancote Parish Council in support of change of speed limit.

16.

**DATE AND TIME OF NEXT MEETING**

Wednesday 13<sup>th</sup> July at a new time of 10.30am.  
(Subsequent VA meetings would also start at 10.30am)

The Meeting closed at 10.51am