

HENFIELD PARISH COUNCIL



Meeting of the Children and Young People Committee held on Wednesday 29th June at 10.30am in the Committee Room at the Henfield Hall

Present: Cllrs N Farrell, E Goodyear, A Donoghue, C Simmonds and J Potts.

In attendance: Mrs R Grantham (Operations Manager) and Mr K Wright (Clerk)

MINUTES

1. **ELECTION OF CHAIRMAN FOR THE FORTHCOMING YEAR**
It was **PROPOSED** by Cllr Donoghue, **SECONDED** by Cllr Goodyear and **VOTED ALL IN FAVOUR** to elect Cllr Farrell as the Chairman
2. **DECLARATION OF MEMBERS INTERESTS**
None.
3. **APOLOGIES**
None
4. **ELECTION OF VICE-CHAIRMAN FOR THE FORTHCOMING YEAR**
It was **PROPOSED** by Cllr Goodyear, **SECONDED** by Cllr Donoghue and **VOTED ALL IN FAVOUR** to elect Cllr Simmonds as Vice-Chairman.
5. **OPEN FORUM**
None
6. **FINALISE TERMS OF REFERENCE**
Following a request from the Full Council meeting in June it was all agreed to amend the heading of the Committee to include '**from birth to adulthood**' and to add 'project **and events**' under item I).
7. **NEXT STEPS**
 1. Feedback from visit to Steyning Grammar School
The committee discussed each request from the young people and agreed the following actions;

To request that the multi-sports court, shelter on the Kings Field and running track are added to the Infrastructure Delivery Plan (IDP). It was noted that the 3G pitch and pump track are already on the IDP.

Action Point: The Operations Manager (OM) to amend the IDP to present to the Finance Risk and Change Committee (FRC) in September.

To ask the Recreation and Open Spaces Committee to liaise with the Football Club on permanent goals and consider purchase of new basketball hoops and nets.

Action Point: The OM to pass details of the request to the Parish Administrator.

To ask the Youth Club to organise a trip to the Triangle Leisure Centre using Community Transport Sussex. It was noted that an employed Youth Coordinator would be needed to continue event planning of this nature.

Action Point: The Chairman to discuss a swimming trip with the Youth Club and to advertise outside of Youth Club members.

To ask the Joint Commons Committee to consider more frequent visits from Shaylers funfair.

Action Point: The OM to contact the Chairman of the Joint Commons Committee.

To investigate provision of a physical noticeboard that can contain information about events, training, volunteering and employment opportunities specifically young people. This would likely take the form of QR codes for links to appropriate websites, including potentially specifically designed dedicated Young People's pages on the Henfield Parish Council website. It was noted that an employed Youth Coordinator would be needed to continue this work.

Action Point: Cllr Simmonds to investigate whether there is a location for a noticeboard in the High Street bus shelter and if possible to construct a brightly coloured board titled 'Children and Young People'.

Action Point: Cllr Goodyear to contact PMW for a quote to set up and design suitable website pages.

To investigate the possibility of holding a cinema night in the Henfield Hall with films that are more appropriate for children and young people as well as to consider possible other venues such as the Youth Club.

Action Point: The OM to contact the Henfield Hall for details of the cinema company and to discuss the above possibility, to include costs, numbers and adult supervision.

To ask Henfield Community Partnership (HCP) to assist with contacting local shops and businesses with regards to opportunities for work experience, training and employment opportunities. These could then be publicised on the new noticeboard/website pages.

Action Point: Cllr Goodyear to take the above to the next HCP meeting.

To ask the Leisure Centre whether they would be willing to hold roller skating in the main hall and to confirm the new young people's gym session times as 4.30pm to 5.30pm on preferably two afternoons per week.

Action Point: Cllr Donoghue to contact the Leisure Centre with the above request.

It was agreed to hold the suggestion of a rugby team in abeyance for the time being. The suggestion of increased Youth Club opening hours, a young people's café and provision of a music and arts based facility to be discussed under Any Other Urgent Business as part of a potential application for the UK Shared Prosperity Fund.

Cllr Simmonds also suggested inviting some young people to a future meeting. It was agreed to do this once the committee is more established with a clear direction. In the meantime the OM will keep the young people who gave their contact details informed of progress and successes.

2. Existing initiatives and services

The Chairman suggested that the clubs and organisations in the village are surveyed to ask them what they offer for children and young people, when and who it is for, as well as a contact. This information can then potentially be added to a dedicated web page and would also help to identify any gaps in provision. Further detail on the survey to be discussed at the next meeting.

Action Point: Cllr Donoghue to begin making a list of organisations.

Action Point: The OM to include survey on the next agenda.

8. DRAFT PROPOSALS FOR 2022/23 and 2023/24

Cllr Goodyear asked the committee to note that budget planning will need to begin in October, so prior to that the committee will need to decide what it may want to request in the way of a budget in order to progress its chosen projects. In the meantime money will need to be requested from reserves. She suggested also considering recommending employment of a Youth Co-ordinator in 2023/24. The Clerk added that FRC needs to agree a draft budget in December 2022 for approval at Full Council in January 2023. Cllr Simmonds commented that

the committee was to consider taking responsibility for play areas and the skate park. It was agreed that, at present, this committee should be consulted on any replacement or purchase of play equipment, bearing in mind the need to accessible equipment, but that ongoing maintenance should be left with the Recreation and Open Spaces Committee (ROS). The Chairman also asked whether ROS could further consider shade for the Kings Field play area as well as an addition picnic style bench.

Action Point: The OM to ask the Parish Administrator to include shade and an additional bench at the Kings Field on the agenda for the next ROS meeting.

9. **CONSIDER COMMITTEE RESPONSE TO WSCC BUS CONSULTATION**

The Chairman commented that she has already responded as a Henfield Parent and mentioned the problems with bus frequency, lack of evening and Sunday/Bank Holiday service, as well as the difficulty getting to Worthing or Shoreham which is a particular problem for students needing to attend college. She also mentioned that not all children that applied for a school place in Henfield were successful, so several have to travel to Twineham, Upper Beeding and Partridge Green. Cllr Donoghue mentioned the particular need to access health services and the Chairman added that she felt it is unfair for children to pay adult fares while they are still in compulsory education.

Action Point: The OM to ask young people to send their experience of using buses and to comment on the effects on their education and social life, preferably in a diary type format with a short video/vlog.

Action Point: Cllr Donoghue to approach the mother and toddler group to ask them to respond on the bus consultation.

10. **CLERK'S REPORT**

1. Financial update

The Clerk mentioned that there is currently £10,485 in a Youth Services reserve with another £1,000 to be added this year. Cllr Goodyear confirmed that FRC will need to be approached for this money, but that the committee could ask for up to a certain amount in order to progress more than one potential project in order to avoid having to go back and forth for permission.

2. Any further updates

The Clerk reiterated that budget planning will need to begin in October.

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

Cllr Goodyear explained that there is a UK Shared Prosperity Fund which Horsham District Council are inviting expressions of interest for. A draft application for a Henfield Young People Centre, (worked on by herself, Cllr Eastwood and the OM) was distributed among the committee for discussion. Cllr Donoghue recommended making mention of the rural nature of the area, the lack of transport to access services in other areas as well as the importance of referring to a flexible space, wellbeing and safeguarding. **It was agreed** to make an initial application for £300,000 on the basis that significant building work will be needed and prices will have increased since the last quote was obtained. Cllr Goodyear also highlighted that under the Risk Analysis, there is a medium risk of consultant and contractor delays due to industry wide difficulties with suppliers and staff recruitment. Cllr Simmonds suggested the possibility of relocating the nursery business to the new scout building.

Action Point: Cllr Goodyear to make the agreed amendments and the OM to submit the form to HDC by the 7th July.

The OM mentioned that she has two year 12 Steyning Grammar students attending the Parish Office for work experience week beginning 11th July, as well as them attending the Full Council meeting on the 5th of July. She asked that committee members contact her with any ideas or suggestions for how they could usefully contribute.

Cllr Goodyear recommended the following standing items to be included on each agenda for this committee:

- Projects
- Youth Engagement
- Feedback from other groups
- Events
- Budgets

Action Point: The OM to include these items on each agenda.

Cllr Potts joined the meeting.

Cllr Potts commented that he has spoken with HDC regarding their Youth Forum and recommends that one of the committee members attends the next one, the date is to be confirmed.

The recent Census results were briefly discussed.

Action Point: Cllr Potts to ask Cllr Payne for numbers of children and young people in the village to include those who are disabled and young carers.

The Chairman asked that a launch event is discussed at the next meeting.

12.

DATE AND TIME OF NEXT MEETING

Monday 25th July at 11am. Venue to be confirmed.

Meeting Closed 12.20pm.