



HENFIELD PARISH COUNCIL

Meeting of the Village Amenities Committee held on Wednesday 13th July at 10.30am at the Henfield Hall

Present: Cllrs J Jones (Chairman), A Donoghue, N Farrell, R Kendall, M Morgan and N Stevens.

In Attendance: Mrs R Grantham (Operations Manager - OM) and Mrs B Samrah (Parish Administrator – PA) and one member of the public.

MINUTES

1. **DECLARATION OF MEMBERS' INTERESTS**

There were none.

2. **APOLOGIES**

Were received from Cllr Shaw.

3. **ELECTION OF VICE CHAIRMAN FOR THE FORTHCOMING YEAR**

It was **PROPOSED** by Cllr Donoghue, **SECONDED** by Cllr Farrell and **VOTED ALL IN FAVOUR** to elect Cllr Kendall as Vice-Chairman for the forthcoming year.

4. **APPROVAL OF MINUTES OF THE MEETING 8th JUNE 2022**

These were approved and signed by the Chairman.

5. **MATTERS ARISING**

1. Paving in cemetery extension – It was confirmed that this work would be carried out by the works officers, probably in the winter.
2. Power supply in Coopers Way car park – It was confirmed that this has now been installed.
3. Southern Water information stand – It was confirmed that the stand will be in the Village Square on Saturday 13th August and that they will send Risk Assessment and Public Liability Insurance details before then.
4. Bishops Lane – Cllr Morgan confirmed that he had spoken with the family who have plans for the area and therefore no further action can take place.
5. Indian Bean Tree – It was confirmed this is on the tree surgeon's list of works and surgery would be carried out in the next few weeks.
6. Waste bins on path to library – Cllr Morgan confirmed that he had attended a meeting held by West Sussex County Council (WSSC) about the bins in the passageway between the High Street and the Library. WSSC had agreed to make contact with all householders to remind them of the need to keep bins within their own property except on collection day. The Chairman said it would be wise to keep an eye on the situation and review before the next meeting on 7th September. She was pleased that it was being taken seriously by WSSC. It was confirmed that Horsham District Council (HDC) did not consider the plastic and wooden battens on the adjoining wall to be a problem.

6. **OPEN FORUM**

The member of the public said that some of the wildflowers are blocking views and sightlines especially at junctions of main roads at Borrer Bank and at roundabouts. He also said that the wildflowers near the "Henfield" sign at the south entrance to the Village were obscuring the sign. Cllr Morgan said that promoting wildlife corridors needed to be weighed against the attractiveness of the Village and that he felt these entry points should be kept more manicured. It was agreed that the grass at Borrer Bank should be mowed two lawnmower widths on the edge to help with visibility when driving and that the wildflowers near the Henfield sign should be reduced in height.

ACTION POINT: OM would advise Works Team of the need to reduce the height of the

wildflowers as well as the need to mow two lawnmower widths at the Borrer Bank verge.

7. **CHAIRMAN'S ANNOUNCEMENTS** It was confirmed that the Christmas lights would be on from 1st December 2022 to 6th January 2023, from 3.30pm to 11pm each day.

8. **TO CONSIDER THE REQUEST FOR A BENCH IN THE VILLAGE SQUARE**

The Chairman confirmed that she had spoken with the daughter of two residents who had recently passed away, who would like to place a memorial bench for them on the Village Square, in the shade of the Indian Bean Tree. This request was received sympathetically, but it was agreed to meet at the Square as soon as possible, to discuss an overall plan for the area, rather than making piecemeal changes.

ACTION POINT: The Chairman would circulate suitable dates to the Committee members.

The member of the public said he would be happy to try to create a computer drawing of the Village Square area to be used.

9. **TO CONSIDER THE REQUEST FOR A YOUNG PEOPLE'S NOTICEBOARD**

Cllr Farrell said that at the last Children and Young Peoples Committee Meeting (CYP) a request had been made for a notice board outside the bus shelter and that Cllr Simmonds had said he would be happy to make one if necessary. After some discussion it was agreed to investigate the possibility of repurposing the existing noticeboards, so that a new one would be of an appropriate size. It was also suggested that QR codes could also be posted at strategic points to be used by young people as necessary although the member of the public did stress that most young people "trusted" QR codes that were in a central point. The Chairman said that she would approach the Henfield Hall Committee and the Museum Committee about this issue. It was agreed that the discussion about the Village Square could also look at the noticeboards.

ACTION POINT: The Chairman would approach the Henfield Hall Committee and the Museum about repurposing the noticeboards.

10. **TENNIS CLUB CONTAINER** – It was confirmed that the work is ongoing and thought unlikely to be finished by end of July. It was agreed that the charge of £10 per day should be made from 1st August and should be made monthly in arrears. It was expected that this would be added to the Tennis Club's insurance claim.

ACTION POINT: The Clerk would monitor the situation and issue an invoice at the end of August and subsequent months if the container was still stored in the car park.

11. **PUBLIC CONVENIENCES**

To receive any updates – It was confirmed that there were no specific problems except a couple of missing roof tiles but that this could await the return of the Lead Works Officer.

12. **CEMETERY**

1. Consecration update - It was confirmed that there has been no progress. Cllr Kendall agreed to speak with Revd Paul again and see if he could find a way forward with this matter which had been ongoing for a long time. The OM agreed to inform Cllr Kendall of contact details.

ACTION POINT: OM to supply Cllr Kendall with details of dates and names of those dealing with the project so that he could speak with Revd Paul.

13. **STREET SCENE**

1. Village Square Pavers – The OM said that a resident had fallen over a raised paver. It was agreed that the Works Team should be asked to consider what work was needed and that, in the meantime, the offending pavers should be highlighted with washable spray paint. Cllr Morgan said that he felt that the High Street was looking a little tired and could do with some clearing of debris and painting of the older bins, possibly using the services of the Community Payback team. It was agreed that this

would be passed to the Works Team for action.

ACTION POINT: OM would liaise with Works Team about this matter and ask about the whereabouts of the street vacuum cleaner.

14.

CLERK'S REPORT

1. Financial update – The OM confirmed that spending until the end of June had been £6,153, which is 16.1% of budget, at 25% through the financial year. She also confirmed that Cemetery receipts were £3,280 which is 27.3% of budget.
2. Any further updates. Cllr Donoghue said that the recent FRC meeting had agreed that, as recommended during the recent audit, committee chairmen would be asked to make a brief business case for the reserves held for their committees. The Chairman advised that she would be circulating a draft of the VAC document before the next meeting.

ACTION POINT: OM would check the amounts in the VAC reserves, as at 30th June 2022, and inform the Chairman, who will draft the business cases.

15.

ANY OTHER URGENT MATTERS TO BE RAISED BY COUNCILLORS

Cllr Kendall said that although the new beds in the Library car park are looking lovely, at the northern end, the strip parallel to the Library and the damaged raised bed are looking very untidy. Cllr Morgan advised that the soil beside the Library was extremely shallow and might be better with a hard surface. He agreed to discuss this and the raised bed with the appropriate officer at HDC.

16.

DATE AND TIME OF NEXT MEETING

Wednesday 7th September at 10.30am.

The meeting closed at 11.40am.