



HENFIELD PARISH COUNCIL
Meeting of Recreation and Open Spaces Committee held on
Wednesday 27th July 2022 at 9.30am in the Henfield Hall

MINUTES

Present: Cllrs R Kendall (Chairman), M Eastwood and D Jemmett.

In attendance: MR K Wright (Clerk) and Mrs R Grantham (Operations Manager-OM).

1. DECLARATION OF MEMBERS INTERESTS

None.

2. APOLOGIES

Were received from Cllrs A Sharp, G Perry and D Grossmith.

3. APPROVAL OF MINUTES OF THE MEETING HELD 22ND JUNE 2022

Approved, signed and dated by the Chairman.

4. MATTERS ARISING

1 Meeting about access to Sandpit

This meeting will take place with the landowner once he has returned from his holiday, along with Cllr Eastwood, Cllr Morgan and the Clerk.

2 Footpaths (From Business Plan)

The Parish Council has received quite a few requests from residents and walking groups and some locations have already been cleared by the Works Team and Cllr Grossmith. Cllr Eastwood suggested that, as in previous years, the village is divided into zones and each committee member walks the paths twice per year to inspect the footpaths.

Action Point: Cllr Eastwood to update the map and divide into zones.

Action Point: The Parish Administrator to include on the September agenda.

The Chairman adjourned the meeting.

OPEN FORUM

There were no members of the public present at the meeting.

The Chairman reconvened the meeting.

5. CHAIRMAN'S ANNOUNCEMENTS

1 Community Road Verge review

Cllr Perry has completed the requested report on our verges and returned to WSCC.

2 Water Trough

The Sheddars have measured the trough in order to make a float and estimated the cost at £75. They have been given the go ahead to proceed with the work.

3 Henfield Tennis Club

Work is still ongoing with an estimated earliest completion date of the end of October 2022. An agreement has been reached between the insurance company and Village Amenities Committee to pay £5 per day as rental for the storage container in the car park.

4 Memorial Tree by Library

The Jubilee plaque was stolen. The other one intended for the Community Orchard will replace it but better fixings are needed and it may need to be concreted in.

Action Point: The OM to ask Cllr Simmonds to adapt the fixings to be more difficult to remove.

- 5 To Receive update on RoSPA Safety Inspection
The report was received 12th July. A review by Cllrs Perry and Farrell the works team and the Parish Administrator will take place in August. The report will be circulated to the members of the committee well in advance of the meeting in September.

Action Point: The Parish Administrator to arrange a meeting to discuss ROSPA reports and arrange circulation of the report

- 6 Thanks were extended to Cllr Grossmith for cutting back at the Lydds near the benches and to the tree wardens for the watering that has been carried out of newly planted trees.

Cllr Perry will be drafting a business case for each of the allocated reserves for the September meeting.

6. HENFIELD CRICKET CLUB

- 1 Update on application for grants for training nets
The grants that the Cricket Club had applied for were both refused. They will now seek a loan from the English Cricket Board. An application to the Parish Council for S106 funding is likely to be submitted shortly.

7. HENFIELD FOOTBALL CLUB

- 1 To receive update on new Pavilion at the Kings Field.
Cllr Eastwood confirmed that he has been approached by the Football Club for discussion on whether, instead of replacing the existing pavilion in the current location, extension works could take place to the Youth Club building to create a shared space. There is an unused mezzanine floor that could be used as a viewing gallery and the pitches could be relocated. The space could then accommodate the football club, shedders, works team and the youth club, as well as being ideally located for a children focused safe after school place for St Peter's School pupils. The football club will still require a bar. This was also discussed at the Children and Young People Committee (CYP) who agreed that this would be an ideal location for after school facilities and that a high street location would be more appropriate for older teenagers. Discussions are under way for older teenagers to use the Henfield Club. Cllr Jemmett commented that he saw no drawbacks with the proposal and that different groups would get used to sharing space. It was felt that there would also be potential benefits for a community fundraising effort.

Action Point: Cllr Eastwood to respond to the Football Club with feedback from this and the CYP committee for them to progress.

- 2 To receive an update on contribution from Henfield Football Club (HFC) to maintenance costs of Memorial Field.
HFC have noted the agreement to make a contribution and have set aside reserves. They have requested further quotations are sought. An onsite meeting will take place in early August to discuss further.

Action Point: The Clerk to arrange a meeting with HFC.

8. PLAYING FIELDS

- 1 Rothery Field – To receive an update on Access Route
This has been delayed because the landowner had some questions for the solicitor. This has been chased by the Clerk.
- 2 Kings Field - From Children & Young Peoples Committee – to request goals left permanently at Kings Field.
HFC have said this is not possible in order to preserve the playing surface, in particular the goal mouths. The CYP will be looking into the purchase of goals on wheels.
- 3 Signage at Playing Fields and Play Areas
Several signs that tell users who owns the facility as well as dog fouling signs are broken. The works team have been asked to see how many need replacing. There are some spare dog fouling notices in the Parish Office.

9. PLAY AREAS

1 Kings Field Playing Area

- a. Mound and Tunnel – To consider the two quotations.
Quotations were circulated prior to the meeting. It was agreed that this work is high priority and noted that there is £9200 available in reserves.
The Clerk suggested setting aside more in reserves in future.

It was **PROPOSED** by the Chairman, **SECONDED** by Cllr Eastwood and **VOTED ALL IN FAVOUR** to accept the quotation from PHB at a cost of £5,738.92.

Action Point: The Parish Administrator to instruct the contractor.

- b. Roundabout seats
The works officer has assessed the purchased seats which are not usable.

Action Point: The Parish Administrator to arrange return of the seats.

2 From Children & Young Peoples Committee

- a. Shade at Kings Field Play area
Two quotes were circulated prior to the meeting. The Chairman commented that there is no budget for this and that the work could not be completed for this summer. Therefore, following discussion, **it was agreed** to approach the Finance, Risk and Change Committee (FRC) to consider increasing the amount needed for the project on the IDP.

Action Point: The Clerk to include on the agenda for the next FRC meeting.

- b. Additional Picnic Bench at Kings Field Play area
The exact location has not yet been agreed. Following discussion, **it was agreed** to assess the work needed from the ROSPA report first to establish what funds would remain in the budget for purchase of a bench.

Action Point: The Parish Administrator to include this item on the agenda for the next meeting.

10. TREE WORK

- 1 To receive an update of application to WSCC for Donate a Tree Scheme.
There is nothing further to report The deadline for the decision is the 31st of July.

11. CLERKS REPORT

- 1 Financial Update
The Clerk confirmed that expenditure is at 31.4% at 33.3% of the way through the financial year. There is nothing to report on income.
- 2 Any Other Matters
The Clerk mentioned that the new works officer starting in August is looking to sell his ride on mower for £2000,.This would be of use to the works team.

Action Point: The Parish Administrator to include on the agenda for the next meeting.

12. CORRESPONDENCE

None.

13. ANY OTHER URGENT MATTERS TO BE RAISED BY COUNCILLORS

None.

14. DATE OF NEXT MEETING

Wednesday 21st September at 9.30am in Henfield Hall.

Meeting Closed 10.23am