

HENFIELD PARISH COUNCIL

Meeting of **Henfield Parish Council** held on **Tuesday 3rd January 2023**
at **7.00pm** in The Henfield Hall.

Present: Cllrs M Eastwood (Chairman), E Goodyear, G Perry, A Donoghue, N Farrell, D Jemmett, R Shaw, M Morgan, R Kendall, D Grossmith and A Sharp.

In Attendance: Cllr S Payne – (West Sussex County Council - WSCC), Mrs B Samrah (Parish Administrator - PA)

MINUTES

1. **DECLARATION OF MEMBERS 'INTERESTS**

There were none.

2. **APOLOGIES**

Were received from Cllrs Jones, J Potts, C Simmonds and N Stevens.

The Chairman sent best wishes to the Clerk who is recovering from surgery, Operations Manager (OM), one of the Works Officers and Cllrs Jones and Stevens who are all unwell.

3. **APPROVAL OF MINUTES OF MEETING HELD ON 6th DECEMBER 2022**

These were approved and signed and dated by the Chairman.

4. **MATTERS ARISING**

1. Local Plan; The Chairman asked for more information on the HDC Local Plan and Cllr Morgan explained that Cllr Potts was dealing with that and it was agreed to carry this over to the next meeting.

2. The Chairman also confirmed that the Children and Young People (CYP) Co-Ordinator Job Description had been circulated.

3. He confirmed that groups wishing to add items to Infrastructure Delivery Plan (IDP) will be asked to attend the relevant Committee Meeting to put forward their request and that Henfield Leisure Centre have already presented their proposals for Padel Tennis to Recreation & Open Spaces Committee.

5. **CHAIRMAN'S ANNOUNCEMENTS**

The Chairman stated that the office had received an email from Bruno Peek, Pageant Master saying that Beacons were not to be lit to commemorate the Coronation but would be lit to commemorate 80 years since D Day on 6th June 2024.

The Chairman adjourned the meeting

OPEN FORUM

There were no members of the public present.

The Chairman reconvened the meeting

6. **WEST SUSSEX COUNTY COUNCIL REPORT**

Cllr Payne stated that 10 new full time fire fighters had been appointed for the district.

She also said that WSCC had carried out speed limit review and details could be found at <https://westsussex.moderngov.co.uk/documents/s35897/Appendix%20%20Revised%20Speed%20Limit%20Policy.pdf>

WSCC have also launched a scheme to charge promoters of street and road works for the time their works occupy the highway network.

She also confirmed that there would be free access to Ancestry software at WSCC Records Office and Libraries.

Cllr Payne agreed to take a look at the condition of Wheatsheaf Road, with complaints about large potholes. Cllr Perry asked her whether there had been developments with Stagecoach and bus provision as well as accurate notification when buses were delayed because of flooding on road (especially at Mock Bridge). She agreed to look into this. The Chairman asked when the reduction to the speed limit for Barrow Hill was likely to be implemented. Cllr Payne said she was not aware of the timescale. There was further discussion of the consequences of rain followed by freezing conditions particularly on Barrow Hill and the need to implement the much-needed 40mph and whether temporary warning signs could be put in place as an interim solution.

7. **HORSHAM DISTRICT COUNCIL REPORT**

Cllr Morgan confirmed that matters have been quiet during the Christmas and New Year period but that Cllr Potts had been appointed to a Cabinet post on Environment and Rural Affairs Committee which he thought was the first time a Henfield Councillor had been given a Cabinet position. He said that the Local Plan was due before Cabinet on 18th January.

Cllr Payne left the meeting at 7.15pm

8. **MOTION: TO APPROVE THE SAFEGUARDING POLICY**

Cllr Goodyear stated that this policy had come about through CYP Committee and is needed as we become more involved with young people and had been worked on by OM. A number of children visit the Museum so it also has relevance there.

It was **PROPOSED** by Cllr Goodyear, **SECONDED** by Cllr Grossmith and **VOTED ALL IN FAVOUR** to approve the Safeguarding Policy.

9. **MOTION: TO APPROVE COUNCIL EXPENDITURE & INCOME BUDGETS FOR 2023/24**

The Chairman confirmed that details of the Budgets, Precept and General Reserves had already been circulated with explanatory notes. Following our last Council Meeting some changes have been made to reduce the impact upon General Reserves whilst also trying to keep the Precept increase within 10%. FRC had also reviewed and supported some parameters expressed as a percentage of Precept for average, minimum and maximum levels of General, Allocated and Total Reserves to act as a guide for future years. He confirmed that the average figures would remain until a change was agreed by Council. He stressed that the £ level may change with a growing population, increase in precept and the level of services required in a growing community. Cllr Goodyear added that the Auditor had recommended this kind of approach as best practice and that it should be reviewed each year.

It was **PROPOSED** by Cllr Goodyear, **SECONDED** by Cllr Kendall and **VOTED ALL IN FAVOUR** to approve Council Expenditure & Income Budgets for 2023/24.

10. **MOTION: TO APPROVE THE PARISH PRECEPT FOR 2023/24 IN THE SUM OF £304,789**

It was **PROPOSED** by Cllr Grossmith, **SECONDED** by Cllr Perry and **VOTED ALL IN FAVOUR** to approve the Parish Precept for 2023/24 in the sum of £304,789.

11. **MOTION: TO APPROVE THE PARAMETERS FOR FUTURE GENERAL RESERVES ANDEARMARKED RESERVES**

Cllr Donoghue questioned whether the titles in the spreadsheet accompanying the recommendations were the wrong way around and the Chairman agreed these had been transposed wrongly and so subject to the titles being over the correct columns.

It was **PROPOSED** by Cllr Shaw, **SECONDED** by the Chairman and **VOTED ALL IN FAVOUR** to approve the Parameters for Future General Reserves and Earmarked Reserves to be used as a guide.

12. **HENFIELD'S ANNUAL PARISH MEETING – 7th MARCH 2023**

The Chairman asked if there were any specialist subject areas that should be included as presentations in the Annual Parish Meeting this year and it was agreed that Children and Young People, Road Safety and Sustainability, with a focus on the Community Electric Vehicle Scheme would be the three main subjects.

The Chairman said that he would approach the Chief Constable of Sussex, who is the national lead for Road Safety within the Police force, to talk about road safety and speeding. It was agreed that for the CYP presentation a young person would also be asked to come along and speak.

Cllr Perry agreed to look at some ideas for Sustainability including electric cars perhaps including Community Transport Sussex and the Cost of Living Crisis.

All Committee Chairmen were asked to prepare a report for their committees over the past year (maximum one sheet) which will be used in the displays and summarised in the Chairman's summary of the year.

Cllr Donoghue agreed that the Museum would prepare a display as last year.

The Chairman said that he would prepare some headlines for his Opening Speech, then the three presentations would be given and followed by a question-and-answer session.

13. **PARISH COUNCIL ELECTIONS IN MAY 2023**

The Chairman reminded all that the elections would be in May and that he had spent time today with WSALC and an external Brighton based media agency working on a promotional video to encourage people to stand as local councillors, there being shortages in some parishes. He confirmed that the closing date for applications for those wishing to be considered for election is 4th April and that we need to be careful with any of our communications after 24th March to avoid making any statements which might be deemed to be party political or in support of individual candidates.

All existing Councillors will need to reapply to HDC this year if they wanted to stand again and the process details will be available from Horsham shortly. There would be two District Councillors, two Parish Councillors for the Small Dole Ward and 13 for Henfield Ward and the elections which will be for our District and Parish Councillors will be for the next four years. The Chairman confirmed that more details would be released by HDC over the coming weeks. He confirmed that he had completed his maximum tenure of six years as Chairman and would be standing down. Councillors should consider whether, if they are standing again, they would wish to be considered as Chairman for the year commencing May 2023 and encouraged anyone who is interested to discuss this with the Parish Clerk and also offered to talk to individuals in confidence himself.

14. **COMMITTEE REPORTS**

(A) Finance, Risk & Change Governance

Cllr Goodyear reported the following

(a) Summary of £25,677.18 Expenditure from 1st December – 31st December 2022. Noted by Council.

(b) Select Expenditure as the Monthly Random Audit Checks – December. Cllr Sharp selected Littlewood Hire Ltd for Radar Gun. It was confirmed that the new gun has been purchased, not hired.

(B) Plans Advisory

Cllr Shaw confirmed that a response had been submitted to Mid Sussex District Council as part of the consultation on their District Plan 2021-2039. The comments had been restricted to strategic site location, vehicle access and flood risk.

(C) Recreation & Open Spaces

Cllr Perry said that Padel Tennis had been discussed at the recent meeting as well as the positive and negative issues around the trees that were recently planted around the village.

(D) Village Amenities

Cllr Kendall said that an Active Travel meeting had been arranged for Friday but it would likely be cancelled because of OM and Cllr Jones absence. He also confirmed that the consecration of half the new cemetery would be taking place on 31st January.

(E) Children & Young People

Cllr Farrell confirmed that many ideas had been discussed at a recent meeting with events planned for this Year of Young people.

(F) Museum

Cllr Donoghue said that some Museum Volunteers had stepped down recently and that there are opportunities for new volunteers for two hours a month.

(G) Joint Commons

Cllr Eastwood confirmed that at the next meeting (the following day) the management report for Broadmere Common would be discussed. Cllr Sharp stated that all Commons were extremely wet at moment. Cllr Eastwood said that Southern Water were working on finding a leaking pipe under Henfield Common.

15. REPORTS FROM MEMBERS REPRESENTING COUNCIL ON OUTSIDE BODIES

Cllr Donoghue reminded all that the Rampion funding is still available.

Cllr Morgan said that work was likely to start on the Scout Community Hut on the following day and that all contracts have been signed.

Cllr Perry reminded all of the Energy Crisis meeting on Friday 6th January in the main Hall starting at 7.30pm (doors open at 7pm).

16. PCSO & POLICE ACTIVITIES

Cllr Goodyear confirmed that the PCSO had visited the office today with a trainee and confirmed that matters had been quiet in Henfield over Christmas. They had charged a small group with stealing catalytic convertors.

17. ANY OTHER URGENT MATTERS TO BE RAISED BY COUNCILLORS

There was none.

18. DATE OF NEXT MEETING

Tuesday 7th February 2023 at 7.00pm.

The Meeting Closed at 8.00 pm.