

HENFIELD PARISH COUNCIL

Meeting of **Henfield Parish Council**
held on **Tuesday 14th March 2023** at **7.00pm** in The Henfield Hall.

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

In attendance: Mr K Wright (Clerk), Mrs R Grantham (Operations Manager-OM) and a representative from Sainsbury's.

MINUTES

1. **DECLARATION OF MEMBERS 'INTERESTS**

None.

2. **APOLOGIES**

Cllr Stevens.

3. **APPROVAL OF MINUTES OF MEETING HELD ON 7th FEBRUARY 2023**

Approved, signed and dated by the Chairman.

4. **MATTERS ARISING**

a) Sainsbury's Cash Machine and Flexible Plastic Recycling Point.

This will be discussed under item 11. It was agreed to discuss item 11 directly after open forum so that the representative from Sainsbury's can leave the meeting if they wish.

b) International Women's Day.

The Chairman thanked those that produced the promotional video which was shared on social media.

c) Letter to Holedean House.

This has been sent.

d) Barrow Hill Traffic Order.

Support for the speed limit reduction was sent. Only positive responses were received overall so it will now progress to implementation.

e) Letter to the CEO and Leader of HDC Concerning the Local Plan.

This was sent, as well as a follow up by the Chairman in his capacity as Chairman of the Horsham Association of Local Councils, with members permission. A meeting will be held with Horsham District Council (HDC) in due course. There is unlikely to be any action taken on the Local Plan until after the local elections.

f) Amendment to the Infrastructure Delivery Plan.

This has been actioned.

5. **CHAIRMAN'S ANNOUNCEMENTS**

The Chairman reminded Councillors of the election nomination process and timeline to submit applications to HDC, being between 24th March and 4th April. A time slot needs to be booked with HDC. Electoral role numbers will be needed for proposer and seconder and these can be obtained from the Parish Office.

The Chairman reported that he has been approached to have an informal discussion with WSCC and the developer looking to build on the Wantley Field, prior to their attendance at a Plans Advisory Committee meeting. This will take place on 20th March.

The Chairman adjourned meeting.

OPEN FORUM

There were no members of the public in attendance at the meeting.

The Chairman reconvened the meeting.

Item 11 was then discussed.

Councillor Donoghue joined the meeting at 7.25pm.

6. WEST SUSSEX COUNTY COUNCIL REPORT

Cllr Payne was not in attendance and no report was received from her.

7. HORSHAM DISTRICT COUNCIL REPORT

Cllr Potts invited questions on recent communications from HDC. He added that he felt Cllr Shaw spoke very well on the Local Plan at a recent HDC meeting.

Cllr Morgan reported that the food waste trial is going well and HDC are hoping to roll this out by 2025. Cllr Perry thanked him for his work on this. He also added that HDC are looking at the issue of roadside litter from un-netted vehicles. These are being targeted at waste centres. HDC is also looking at a money back scheme for reusable glass bottles. He added that Horsham continues to be the safest district to live in West Sussex.

8. THE ANNUAL PARISH MEETING REVIEW & ACTIONS

The Chairman reported that he had received very good feedback, particularly on the presentation from Chief Constable Jo Shiner. It was noted that attendance was good and increasing on recent years. Timings worked well and the displays were very popular, especially the Museum's. There had been some issues with sound quality, potentially caused by feedback due to multiple sound sources. Alternative solutions will be investigated. Minutes will be signed at the next meeting in April.

There were several actions to follow up:

- Electric Car Club project. **It was agreed** that Village Amenities Committee would liaise with Community Transport Sussex.
- Zig Zag lines/Parking at One Stop.

Action Point: The Clerk to share correspondence on CCTV with the Chief Constable.

- Speeding on Brighton Road.

Action Point: The Clerk to request that this location is considered as a new Community Speedwatch site.

- Trip Hazards on Church Street and missing mirror on Lych Gate.

Action Point: The OM to include on the agenda for the next Village Amenities (VAC) meeting.

- Police Visibility.

Action Point: The Clerk to ask the PCSO to set a date with several week's notice to hold an information session in Henfield Village Square, to be advertised in BN5 and the Parish Magazine.

- Land at Hollands Lane.

Action Point: Cllr Morgan to investigate ownership with HDC.

- Drugs.

Action Point: The Clerk to request information to share and publicise from the PCSO.

- Cigarette Butts. Some information has already been shared by SH2030. They will review periodically.

Finally, the Chairman thanked all Councillors and stated it was the best Annual Parish Meeting he had presided over in his six years.

9. **CORONATION WEEKEND UPDATE**

Family Fun Day planning continues for the 7th May in conjunction with the BP Guild. A £200 grant towards expenses has been approved by HDC. This will be spent on materials for the children's activities.

10. **HENFIELD SCOUT COMMUNITY CENTRE FUNDING UPDATE**

Following a recent meeting it was noted that all of the funding is not in place to finish the building construction, therefore it has been decided not to progress with a short-term bridging loan at this time due to the lack of certainty that the building will complete. A further meeting will take place tomorrow with the Henfield Sheddars to discuss design and whether they may be able to commit some of their funds (including a grant from the Rural Prosperity Fund) to the project, on the basis that they can have their workshop in the Scout building. It is hoped the Tanyard Barn could then become their wood store. There is other committed funding for the Scout centre project, which is subject to the project being fully funded. Discussions are also taking place on how this can be unlocked as soon as possible, as currently it is not available to draw the funding until completion. The Chairman is also hoping to meet with the Economic Development team at HDC as soon as possible. Funding or a loan is not available from the National Scouting Organisation as the building and land is owned by the Clarkes Mead Trust. Henfield Scouts will be a tenant. Cllr Simmonds added that a bond scheme has launched recently paying 2% interest which, although unsecured, will be guaranteed by the BP Guild.

11. **SAINSBURY'S UPDATE**

This item was discussed following the open forum. A representative from Sainsbury's explained that a store manager would be in place in the next few weeks and will hopefully attend the next Council meeting in April. Click and Collect is due to begin in Henfield this Sunday and the store opening is planned for 31st May. Councillors will be invited to attend a pre-opening event along with other key stakeholders. There will be the facility to accept flexible plastic for recycling, but an ATM is not currently planned, although he will feed back that an ATM is definitely wanted by Henfield. There will be a mixture of manned and self-checkout tills and assistance will be available. With regards to community engagement, several local organisations have already made contact; it is advised that groups do this as soon as possible. The store manager will have a community budget, food banks are supported nationally but it is also hoped that a donation basket for the Henfield Foodbank can be placed in store. The Chairman advised that Sainsbury's can discuss with the Parish Council how the village works to help their understanding around which groups would be our priorities. Local produce can be stocked on a case-by-case basis. It is not known whether the upstairs space will be utilised as shop floor.

The Sainsburys representative left the meeting at 7.29pm.

12. **COMMITTEE REPORTS**

(A) Finance, Risk & Change Governance

- (a) Summary of £22,982.11 Expenditure from 1st February – 28th February 2023. Noted by Council.
- (b) Select Expenditure as the Monthly Random Audit Checks – February. Cllr Morgan selected Argos - Fridge.

(B) Plans Advisory

Cllr Grossmith invited questions on recent minutes.

(C) Recreation & Open Spaces

Cllr Perry advised that the Committee meets tomorrow.

(D) Village Amenities

Cllr Jones reported that that Cllr Simmonds has requested a design and quotation from a local blacksmith to produce a memorial bench for the late Queen Elizabeth II to be positioned in the village square. A response has been sent to the Active Travel team and it has been decided not to progress with a 20mph speed limit for the High Street at this time as it was felt to be unnecessary and likely to be unpopular. Village Amenities will instead consider whether 20mph zones may be more appropriate in other areas, such as around the school.

(E) Children & Young People

Cllr Farrell reported that the Hub on the High Street at Goodness trial was going very well. Hub at the Club for 16-19 year olds will launch on 31st March. Plans for the Coronation event continue. Cllr Simmonds added that the Club are not pursuing the shared office space upstairs at the club due to staffing concerns re cleaning etc and the need for 24x7 access. This space can therefore be made more appealing for young people. It is hoped that a pool table and bar billiards could be purchased. It was confirmed that Sainsbury's and Sussex Police have agreed to attend a jobs fair later in the year.

(F) Museum

Cllr Donoghue invited questions on recent minutes. She will feed back on the popularity of the museum displays at the Annual Parish Meeting. She added that the museum had also used the opportunity to find new homes for some of the items on the disposal list.

(G) Joint Commons

Cllr Sharp reported that there will be a meeting on the 22nd March. He also reported that, due to a miscommunication with HDC, the committee has no remaining funds in the budget. A quote was recently sought to install posts on Henfield Common North to prevent parking in unsuitable areas, however the cost was too high to pursue further. The Committee will discuss an alternative of writing to residents to explain the issues with bad parking and ask that access is maintained, especially for emergency vehicles. Cllr Sharp also explained the importance of a variety of habitats in particular scrub in margins to encourage biodiversity in particular for insects. This can on occasion make the Common look untidy. There has been an unfortunate incident recently where brambles were completely removed by a contractor rather than cut to five feet high as per the instruction given and quotation received. This is a difficult situation to manage as there is a lot of support for vegetation to be completely removed to keep areas tidy. There have also been some inappropriate areas cleared on the Tanyard. There is a need for a delicate balance to be maintained. These issues will be discussed at the next meeting.

13. **REPORTS FROM MEMBERS REPRESENTING COUNCIL ON OUTSIDE BODIES**
Cllr Perry commented that a report is available from the Cost-of-Living group. This will be circulated to Councillors.
14. **PCSO & POLICE ACTIVITIES**
Cllr Jones attended an online briefing focusing on a summer road safety campaign called Operation Downsway. This will concentrate on anti-social driving such as loud motorbikes and will target problem areas. This starts on 1st April and will continue to September. She also encouraged the continued reporting using Operation Crackdown. The Clerk will remind the PCSO to supply dates for upcoming community engagement events.
15. **ANY OTHER URGENT MATTERS TO BE RAISED BY COUNCILLORS**
Cllr Farrell asked Councillors to consider altering the times that meetings are held in order to encourage involvement from a wide age range of residents and perhaps encourage more working people to become Councillors. The Chairman agreed that meeting times can be flexible and that each committee should discuss this matter at the first meeting following the local elections.
16. **DATE OF NEXT MEETING**
Tuesday 4th April 2023 at 7.00pm.

Meeting Closed at 8.35pm.