



HENFIELD PARISH COUNCIL

Meeting of the Village Amenities Committee held on Wednesday 19th April 2023 at 10.30am at the Henfield Hall

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

In Attendance: Mr K Wright (Clerk), Mrs R Grantham (Operations Manager - OM), and Mrs B Samrah (Parish Administrator – PA).

MINUTES

1. **DECLARATION OF MEMBERS INTERESTS**

There were none.

2. **APOLOGIES**

Were received from Cllrs Farrell and Stevens

3. **APPROVAL OF MINUTES OF THE MEETING 1st MARCH 2023**

Subject to one amendment in that Cllr Kendall's prejudicial interest referred to item 6 and not item 7 and that there was not an item 7, the minutes were approved and signed and dated by the Chairman.

4.

MATTERS ARISING

1. Library planting beds – Cllr Morgan confirmed that Horsham District Council (HDC) have agreed to clear the raised bed and then provide some plants for a volunteer to plant out. This will not be until after the start of the new financial year. The tree stump in the bed makes it difficult to plant too deeply. He also said that HDC were not likely to carry out any work on the two shallow beds directly by the Library and suggested that perhaps the grass could be strimmed periodically by the Works Team.
2. Cemetery Fees – The OM confirmed that the details were now on the website.
3. Cemetery Signage – The OM confirmed that all the signs had been put in place. The Chairman reported that the Recreation & Open Spaces Chairman thought that similar signs may be used for the wildflower verges.
4. Parking for Community Bus – The OM confirmed that the Community Bus would be parked at Corpus Christi Church.
5. Active Travel Plan – It was confirmed that a response is still awaited.
6. Salt bin for Mill Drive – It was confirmed that a response from the resident is still awaited.

The Chairman adjourned the meeting.

5. **OPEN FORUM**

There were no members of the public present.

The Chairman reconvened the meeting.

6. **CHAIRMAN'S ANNOUNCEMENTS**

The Chairman confirmed that the cost of electricity at the car charging point at the Leisure Centre has reduced because of a reduction in the wholesale price. She also said that there was a WSCC policy for looking at speed changes if that should be needed.

7. **CONSIDER REQUEST FROM RECREATION AND OPEN SPACES COMMITTEE TO OBSERVE "NO MOW MAY"**

The Clerk said that there was some concern from the Works Team about No Mow May as it creates problems with work scheduling. Cllr Morgan said that he felt verges, especially those at the entrance to the Village, should look attractive and cared for and he wasn't always sure that wildflowers gave that impression. Cllr Shaw said that clearing dog waste from long grass

is much more of a problem than it is from shorter grass and that this may mean some dog owners will not bother. There was much discussion about the advantages and disadvantages of mowing the verges. It was agreed by all to observe No Mow May this year but that this would be referred to the Biodiversity Working Group to consider along with a policy on mowing, verges, wildflower planting and the planting of trees on verges to create an overall plan on these matters. It was also recommended that the Works Team be consulted about grass cutting and wildflower planting.

OM said that the Works Team had suggested a number of verges which might be suitable for wildflower planting and these included Church Street opposite the entrance to Parsonage House, Church Street at the junction with Martyn Close, Broomfield Road at the junction with Broomfield Gardens and Nep Town Road opposite the Borrer Bank.

8. **CONSIDER QUOTATION FOR INSTALLATION, REMOVAL AND STORAGE OF FESTIVE LIGHTING FOR 2023**

It was noted that the cost had not increased from last year.

IT WAS PROPOSED BY the Chairman, **SECONDED BY** Cllr Kendall **AND AGREED BY ALL** to pay the Blachere invoice for £2,625.00 plus VAT.

It was also agreed that a grant for more sustainable Christmas lights would be sought and if successful to look at purchasing new ones so that they can be used at Christmas 2024.

ACTION POINT: OM to look at securing a grant and then sourcing lights along similar lines as now for the High Street before Christmas 2024.

WEST SUSSEX CHARGEPOINT NETWORK

9. Cllr Kendall gave an outline of his understanding of what was required and it was decided to wait until HDC write asking for suggestions for placement for electric charging points.

CONSIDER ACTIONS FROM ANNUAL PARISH MEETING

- 10.
1. Mirror for Lychgate – The Chairman confirmed that there had been a mirror in situ but it had been broken. Cllr Morgan suggested that as a representative from West Sussex County Council (WSCC) Highways team would be visiting the office next week she should be asked about the area. This was agreed and the Works Team would be asked to provide photos of the problems with visibility around Church Lane and Church Street.
 2. Trip Hazards in Church Street – The Clerk confirmed that WSCC had confirmed that this work had been passed to their works team and would be scheduled within 28 days.

11. **PUBLIC CONVENIENCES**

There was nothing to report.

The OM said that there had been a few occasions when the volunteer who closes the bus shelter shutter had problems and it was agreed that a sign would be put up alerting users that the shutter would be lowered in the evenings.

ACTION POINT: OM to create signs to be put in the bus shelter informing all that the shutter is closed each evening.

12. **CEMETERY**

The Clerk confirmed that he and Cllr Eastwood had met with the Contractors who had fitted the lights in the Cemetery. They had contacted the suppliers of the faulty lights, who have offered replacements lights free of charge. However, there is likely to be a charge for the installation of these new lights.

OM said that she had received a few compliments about the Cemetery which was pleasing. The Chairman asked that the grass around where the snow drops were planted be kept low during the winter, so that they were visible when they flowered.

13. **STREET SCENE**

Village Square – Cllr Morgan confirmed that he was still waiting for a quote from the local blacksmith but hoped it would arrive soon.

14. **CLERK'S REPORT**

1. Financial update – The Clerk confirmed that the Auditor would be visiting on Friday. He also said that VA was £16,347 overspent on budget but that £9,040 was for paths in the Cemetery, which was to be found from reserves. The costs of lighting in the public conveniences and link road were higher than expected, as were the costs of such items as toilet rolls. He stated that Community Speedwatch were over budget but that this was offset by the £1,700 grant received for the speed gun. He said that Cemetery income was £3,700 over budget.
He confirmed that the budget for this financial year was higher at £50,000 as against £38,300 from last year in anticipation of increased cost for electricity and other essentials.
2. Any further updates – There were none.

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

Cllr Kendall said that the hornbeams beyond the hedge at the northern end of the Cemetery seem to be sprouting well. The Chairman agreed that one was looking as though it would require surgery, but the rest were in reasonable condition.

Cllr Kendall also asked about the possible speed limit around the primary school and it was confirmed that this is part of the bigger project being looked at by Active Travel and that a response is still awaited.

OM said that when she and the Cllr Farrell talked with a number of young residents, they had requested a waste bin for behind the Library. It was agreed to ask HDC if they would provide one.

ACTION POINT: Cllr Morgan to request one from HDC.

The Chairman thanked everyone who has been on Committee for their help and input; she also wished Cllr Donoghue well.

16. **DATE AND TIME OF NEXT MEETING**

24th May at 10.30am in the Henfield Hall. Timings may change for future meetings.

The meeting closed at 11.45am.