



## **HENFIELD PARISH COUNCIL**

**Meeting of Recreation and Open Spaces Committee held on  
Wednesday 26<sup>th</sup> April 2023 at 9.30am in the Henfield Hall**

**Present:** Cllr G Perry (Chairman), R Kendall, D Grossmith, D Jemmett, A Sharp and C Simmonds.

**In Attendance:** Mr J Willis, Mrs A May (Tree Wardens), 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 Cllr Eastwood.

#### **3. APPROVAL OF MINUTES OF THE MEETING HELD 15<sup>th</sup> MARCH 2022**

These were approved and signed and dated by the Chairman.

#### **4. MATTERS ARISING**

- 1 Posts around of Cricket pitch – The Chairman said that following the last meeting there had been a delay because of concern regarding the cost of delivery for the posts. However, following further investigation it had been agreed that the posts would be purchased in line with the decision at the last meeting held on 1<sup>st</sup> March 2023. Cllr Sharp said that a few extra should be bought for the Commons.
- 2 Community Walk – The Chairman explained that discussions were ongoing with Henfield Community Partnership (HCP) and Sussex Prairie Gardens and a further meeting was planned for this Friday. It is possible that as a result the community walk may not occur until next year.

*The Chairman adjourned the meeting.*

#### **OPEN FORUM**

Mrs May said that Henfield was already an incredible place for habitats for wildlife and carbon reduction and that she wanted to help improve that further with the planting of more trees on verges. She confirmed that she had an agreement from Rampion Offshore Community Fund for £1,800 to be used for the Saxon Weald verge at Wantley and she had a verbal agreement from Saxon Weald for a further £1,000 for the same area.

She confirmed that she had agreement from West Sussex County Council (WSSC) for ten trees to be planted at Flower Farm Close which would cost £2,098.00 and a further six trees have been requested for the verge at Wantley Hill on the long verge and opposite at a cost of £1258.80. She asked the council whether they would be able to contribute towards these costs. The Chairman said that the trees that had been planted last Autumn were all doing well in Upper Station Road, Lower Station Road and Broomfield Road and now coming into bloom.

*The Chairman reconvened the meeting.*

#### **5. CHAIRMAN'S ANNOUNCEMENTS**

- 1 Milne Bench – Chairman confirmed that the bench was now installed thanks to the Milne family descendants and there would be a small ceremony on 2<sup>nd</sup> May at about 4pm to “unveil” the bench. She said that any councillors are welcome, and it was agreed that the resident who had traced the family history would be invited.

**ACTION POINT:** PA to liaise with the family and the resident.

- 2 Fly Tipping at Kings Field – The Chairman had already met with the Chairman of the Village Amenities Committee, and both agreed that signage could help, and that the situation needed monitoring. It was agreed that a notice would be produced and placed near the entrance which would include the police 101 number as well as the Parish Council's email address.

**ACTION POINT:** PA to prepare a sign for the Chairman's approval and then arrange for it to be put up.

- 3 RoSPA inspection of the Play areas likely to take place in June 2023 – This was noted. The Chairman also said that the Community Payback team had done a great job of painting the play equipment.
- 4 Fence between Kingslea House and Kings Field – It was noted that the resident had asked for permission to access via the Kings Field, and this had been granted.
- 5 Four tables & benches at Kidders Lane require repair/ maintenance or replace – It was agreed to ask the Shedders to repair these. If that was not possible Cllrs Simmonds and Grossmith said that they would repair the tables and benches. Cllr Grossmith said that he would add these benches to his audit for the Parish.  
OM said that the Works Team had requested an additional bin for this area as it was much used, and this was agreed. The Clerk indicated that additional funds had been received from HDC environmental cleansing grant and could be used to cover the cost.

It was **PROPOSED BY** Cllr Simmonds, **SECONDED BY** Cllr Kendall **AND AGREED BY ALL** to purchase a new bin for Kidders Lane for £300 (approx.)

- 6 Broken bench on the Lydds – Cllr Simmonds suggested that the Works Team could be asked to replace the missing slat and that he would be happy to help with this.

#### **6. HENFIELD CRICKET CLUB (HCC)**

- 1 Nets – To receive an update – Cllr Jemmett confirmed that the work was likely to start in May. The Clerk said that the Works Team would fell the rotten tree when the old nets had been removed and before the new nets were constructed. HCC will liaise with the Parish Office or direct with Works team on timings.

#### **7. HENFIELD FOOTBALL CLUB (HFC)**

- 1 Coronation Event on Kings Field – OM explained the reasoning behind the details for the Coronation Children's Funday and Beacon Lighting on Sunday 7<sup>th</sup> May as a joint venture between the Parish Council and the BP Guild and that HFC had been asked to arrange a children's activity for the afternoon but that they had been unable to do so. It had been noticed that a children's event/picnic and football match had been advertised by HFC on the Kings Field earlier in the day and that HFC had not completed the required documentation nor provided a risk assessment or details of insurance. Cllr Grossmith suggested that a meeting would be helpful, and it was agreed that a meeting would be organised as soon as possible between relevant councillors and the Football Club to ensure that good collaboration is maintained.

**ACTION POINT:** Chairman to liaise with Cllr Grossmith and possibly Cllr Morgan and the Chair of HFC to organise a meeting.

#### **8. PLAYING FIELDS**

- 1 Rothery Field – To consider request to re-site a defibrillator on outside of Rothery Pavilion This was agreed by all.

**ACTION POINT** PA to confirm to HART that the defibrillator could be located outside the Rothery Pavilion.

Cllr Simmonds suggested that if the Rothery Field were to be used more, then it might be useful to have vehicular access by the children's play area from Nep Town Road, but it was agreed to leave this matter for now. He also said that all the neighbours would receive notification of the Coronation event planned for Sunday 7<sup>th</sup> May.

## **9. HENFIELD JOGGERS –**

- 1 To consider application to hold the Seven Stiles Event on Sunday 23rd July

It was **PROPOSED BY** the Chairman, **SECONDED BY** Cllr Grossmith and **AGREED BY ALL** to support this well organised event.

## **10. PLAY AREAS**

- 1 Kings Field Playing Area
  - a. Basketball backboard – It was confirmed that this was awaiting installation and would probably be carried out at the same time as the Graffiti Boards were erected.
  - b. Drainage works – There was some discussion, and it was felt that the Pedal Tennis application should not be delayed by drainage issues on the other parts of the field but that the Leisure Centre must keep the Parish Council updated of their plans in relation to drainage. We also noted that the Football Club is seeking advice from the FA on the best overall plan for the Kings Field and discussions on their recommendations will be a key part of plans going forward.

## **11. TRAILS**

- 1 WSCC Request to upgrade FP 2540 to RB and to add a RB in Henfield - DMMO Application (CC803.15670) – It was confirmed that HPC would respond to recommend that this is not a suitable route for any motorised vehicles, and it was confirmed that horses have been using this route for at least 50 years.

**ACTION POINT:** PA would prepare a response for agreement with the Chairman and Cllr Grossmith.

## **12. TREE WORK**

- 1 Henfield Community Canopy to request help with funding for this year and update on those already planted – The Chairman said that there was an agreed plan from 2022 for the Parish Council to match fund money that has been donated to the Plant a Tree Scheme. Last year Sustainable Henfield (SH2030), Henfield Joggers and the Henfield Gardening Club funded some trees. She also said that at this time whilst waiting for the full quote for Tree Surgery to be received it was not clear what money might be available in the budget for the planting of trees. The Clerk said that there was £5,000 in Trees and Commons Restoration Budget and a further £5,448 in the Trees and Commons Restoration Reserve, he also pointed out that the quote for surgery for 31 trees at the Kings Field and by the Cemetery was £2,980 and that the quote for the remaining 13 trees at the Sandpit and on the Rothery Field was still awaited. Mrs May confirmed that the deadline for WSCC Plant a Tree Scheme was the end of July, she also said that the original cost per tree of £209.80 had increased to £236 this year but she was hoping that WSCC would honour the earlier cost. The Chairman said that this Committee is keen to support the tree planting scheme but would be unsure of funds until late May or early June, the Chairman also said that it was hoped that a Biodiversity Working Group would meet to discuss the Council's wholesale approach to planting, verges, mowing and wildflowers in the not-too-distant future which would recommend an overall long-term approach to these areas.
- 2 Volunteering on Monday 8<sup>th</sup> May at Community Orchard – The Chairman confirmed that 40 Henfield scouts have volunteered to help weeding and litter picking. She welcomed help from any other councillors interested. She also said that their long-term goal is to make bat, bird and bug boxes as well as hedgehogs' homes. She also confirmed that there would not be any mechanical equipment being used.
- 3 To receive an update - Mr Willis confirmed that he and another Tree Warden had moved the tree in Broomfield Road which was now doing very well. He confirmed that he would keep an eye on it and knew that the resident will too. He said that he had been given 2 redwood trees (approx. 3ft tall) one had been planted in the corner of orchard but that it was not doing that well so he would monitor its progress, the other has been planted in a resident's property and is doing very well. He confirmed that he had planted the new tree by playground by the Kings Field and it was coming into flower. He also said that he had taken a look at the Planning Application for the reduction in the lime trees along Manor Way, he wondered whether residents would be aware of the surgery. It was confirmed that HDC would ensure that a notice of planning application would be erected but that it would be helpful to residents if we posted on HPC's social media once a timescale was known.
- 4 Twelve month works following Tree Survey in April 2022 – The quote for 31 trees at Kings Field had been circulated and some discussion followed in relation to the comments made by the Tree Surgeon that in his view not all of the work was necessary at this stage. It was agreed to go ahead with the

work on the schedule which is in white but not in pink totalling £1,630.00. The other trees would be monitored.

It was **PROPOSED BY** the Chairman, **SECONDED BY** Cllr Kendall and **AGREED BY ALL** to pay £1,630.00 for the surgery to the trees in white on the schedule.

It was also agreed that by the next meeting a decision would be made on the surgery that has been highlighted in pink on the schedule. By that stage the Tree Surgeon would hopefully have prepared a quote for the rest of the work on the remaining 13 trees in the Sandpit and the Rothery Field. It was also noted that the work would not be able to be carried out during the nesting season.

**ACTION POINT:** PA would instruct the Tree Surgeon of the work to be carried out.

### **13. VERGES**

- 1 Community Road Verge training session held 13.4.23 – Unfortunately the Chairman was unable to attend the session, but we have requested notes and WSCC had given her a large bag of wildflower seeds which she hoped could be planted soon on some of the verges.
- 2 No Mow May – to receive update after VA Committee meeting – The Chairman confirmed that the edges of agreed verges would be mowed for safety and definition, but the central area is left wild. The Chairman confirmed that not all verges would be included in the scheme and that the few that were included would have notices to let the public know. The works team have agreed to meet to finalise plans on this issue.
- 3 Further wildflower planting on verges – The Committee had already seen the maps circulated earlier and there were concerns over the verge between Church Street and Church Lane, the Chairman said that she would be speaking with the Works Team in the near future to confirm the exact areas to be included in No Mow May and the wildflower planting.
- 4 Planned Trip to Warnham – The Chairman said that Henfield PC had been approached to give advice on Partnership Agreements and Community Road Verges. An information-sharing trip to Warnham was being organised where we may learn about Warnham’s efforts to support their butterflies.

### **14. CLERKS REPORT**

- 1 Financial Update – The Clerk confirmed that actual expenditure for the year was £43,473 against a budget of £41,680, he also said that the work on the mound and Skate Park had meant that £3,847 had been taken from reserves. He also confirmed that the Environmental Cleansing Grant received from HDC was £17,016 which was more than the £16,000 expected.
- 2 Any Other matters – there were none.

### **15. CORRESPONDENCE**

- 1 Lovell Homes email to Cllr Eastwood – The Chairman explained that the reduced number of houses on this site would likely lead to less provision for fields playing area there. She said that Cllr Eastwood had spoken to Norman Kwan at HDC and suggested that we have a meeting with HDC Playing and Parks Officer to look at the overall plan for playing areas in Henfield. She confirmed that the Neighbourhood Plan must be viewed as a whole with regard to Community Play areas. OM asked that the Childrens and Young Peoples Committee be consulted.
- 2 Update on HLC Padel Project Financing – It was confirmed that the anticipated 100% loan from the Lawn Tennis Association would not now be forthcoming because of a huge increase in the numbers of requests for these loans, only 60% would now be available and the Leisure Centre was looking for other funding.

### **16. ANY OTHER URGENT MATTERS TO BE RAISED BY COUNCILLORS**

The Clerk thanked Cllr Sharp for his service to this Committee and to the Parish Council and he was wished well and thanked for his service by all the committee. Cllr Simmonds asked if anyone could take a poster for the Coronation event on Sunday 7<sup>th</sup> May.

### **17. DATE OF NEXT MEETING**

Wednesday 7<sup>th</sup> June 2023 at 9.30am in Henfield Hall

The meeting closed at 11.28am.