



**HENFIELD PARISH COUNCIL**  
**Meeting of Recreation & Open Spaces Committee**  
**held on Wednesday**  
**7<sup>th</sup> June 2023 at 9.30am in the Henfield Hall**

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

**In Attendance:** Two members of the public from Henfield Football Club (HFC), Mr J Willis (Tree Warden) Mr K Wright (Clerk) and Mrs B Samrah (Parish Administrator (PA)).

**MINUTES**

**1. ELECTION OF CHAIRMAN FOR FORTHCOMING YEAR**

It was **PROPOSED** by Cllr Jemmett, **SECONDED** by Cllr Kendall and **VOTED ALL IN FAVOUR** to elect Cllr Perry as Chairman for the forthcoming year.

**2. DECLARATION OF MEMBERS INTERESTS**

There were none.

**3. APOLOGIES**

There were none.

**4. ELECTION OF VICE-CHAIRMAN FOR FORTHCOMING YEAR**

It was **PROPOSED** by Cllr Perry, **SECONDED** by Cllr Simmonds and **VOTED ALL IN FAVOUR** to elect Cllr Kendall as Vice-Chairman for the forthcoming year.

**5. APPROVAL OF MINUTES OF THE MEETING HELD 26<sup>th</sup> APRIL 2022**

On item 12.1 of the previous minutes it was noted that that Henfield Community Partnership and not Henfield Joggers who had funded one of the trees last year. With this amendment the Minutes were approved and will be dated and signed by the Chairman when she is next in the office.

**6. MATTERS ARISING**

- 1 Plastic Posts for around the Common – It was confirmed that these had been received and installation is likely to be in the next few weeks. The Clerk confirmed that some had been bought for Joint Commons Committee which had been charged to HDC.
- 2 Bin for Kidders Lane purchased – It was confirmed that this has been received and installation likely to be later this month.
- 3 Bench on Lydds with slat missing – Cllr Simmonds confirmed that he is preparing the slat which he would give to the Works Team when complete for them to fit.
- 4 Picnic tables at Kidders Lane – too big & heavy to move – It was confirmed that Cllr Grossmith had a generator and both he and Cllr Simmonds had agreed to assist the Works Team with this project which could be carried out in August

**ACTION PLAN: PA would liaise with Works team and let them know of the offer of help and the generator.**

- 5 Fly Tipping at Kings Field – It was confirmed that the signs were put up on 16<sup>th</sup> May on the entrance to the car park by Leisure Centre.
- 6 The Chairman confirmed that the Henfield Tree Canopy would be included on the agenda at the next meeting.

**ACTION PLAN: PA would add this item to the agenda.**

*The Chairman adjourned the meeting*

**OPEN FORUM**

The Chairman invited the two representatives to talk about Henfield Football Club (HFC). It was confirmed that 180 teams took part in the tournament over the weekend of 20 - 21st May and that had generated £14,000 profit for HFC. She said that last year's tournament had generated £10,000 and previous years about £7,000 –

8,000. She also confirmed that it looked like HFC would break even for the year. She also said that there were some problems with parking and that it was anticipated that these would be ironed out for next year's tournament. One of the mornings had overrun which had a knock-on effect to car parking and the number of cars that were in the smaller side roads near the Kings Field. Some of the problems were caused by those parking where they had specifically been told not to and that cones would be given to the householders in Gresham Place and Flower Farm Close to prevent parking in future.

It was confirmed that some work had been carried out at the Eric Holder Pavilion near the Kings Field including a new kitchen including a new coffee machine so that hot drinks can be more easily offered to those watching matches or training sessions. It was hoped that the Pavilion would be open more often and that volunteers were learning how to use the new equipment. The Clerk confirmed that there was no problem with opening when desired since HFC had a licence. Cllr May asked about the clearing of rubbish and it was confirmed that volunteers would be expected to check the immediate area and pick up rubbish when they leave and that large rubbish bins would be put out when the Pavilion when it was open. The Chairman said that it would be helpful if HFC let the Parish Council know of any events that were planned in advance so that any potential conflicts could be ironed out in advance. Cllr Simmonds said that the BP Guild were hoping to run another fun day next year for the 80th anniversary of D Day at the Rothery and would welcome help/input from HFC.

It was confirmed that plans for a 4G pitch were being led by Chair of HFC. Much income has been lost as a result of cancelling matches in the late Autumn and Winter when some of the pitches were waterlogged and it was hoped to recoup this income with other events. HFC presently has 14 teams who play at the Rothery, Kings Field, Blackstone and Memorial field and that additional training space was sometimes hired at St Paul's where there was an all-weather pitch. It was noted that grass cutting frequency can cause problems as much as when the cutting takes place, the preferred option being cutting by Wednesday before a weekend match. The Clerk did suggest that HFC send any suggestions for grass cutting to the Parish Office in order to feedback to the contractors. It was also confirmed that HFC would be prepared to assist with extra cost if they ensured that the pitches were in a good condition. It was stated that HFC were applying for a grant from Sport England for the improvement of pitch quality. The Chairman thanked the two representatives very much for coming along and explaining what is going on at HFC and asked that they keep this Committee updated of any future events.

*The two members of the public left at 10am.*

The Chairman brought forward the item on Tree Surgery. The Tree Warden said that he felt the original Tree Survey had been very conservative with the recommendations but understood once surgery had been recommended it would be difficult not to follow the advice. There was much discussion about the need for tree surgery in areas that are considered as nature areas whilst considering the Council's responsibility to anyone who was walking in those areas.

It was agreed that the Tree Surgeon would be asked to provide a quote for the remaining trees included in the 12 month section of the Tree Survey and he would be asked to leave the dead branches in situ for the benefit of the wildlife there.

It was **PROPOSED** by Cllr Simmonds, **SECONDED** by Cllr Kendall and **VOTED ALL IN FAVOUR** to request a quote for the remaining tree surgery and to leave the deadwood in the Sandpit.

**ACTION PLAN: PA would liaise with Tree Surgeon and ask for a quote for the remaining tree work so that it can be discussed at the next meeting.**

It was confirmed that other arboriculturists would be sought for the next Tree Survey.

*Mr Willis left the meeting at 10.30am*

## **7. CHAIRMAN'S ANNOUNCEMENTS**

Scouts volunteering at the Community Orchard on 8<sup>th</sup> May – The Chairman said that the scouts had done a great job and it had helped to create a lovely space at the Community Orchard.

## **8. HENFIELD CRICKET CLUB**

Installation of nets It was confirmed that this has been delayed until 26<sup>th</sup> June which would mean that the tree removal would take place on 22<sup>nd</sup> or 23<sup>rd</sup> June. The Clerk confirmed that he had notified the Works Team.

## **9. HENFIELD FOOTBALL CLUB**

- 1 Outline of HFC uses of playing fields and the Pavilion – to receive an update - this was covered in the Open Forum.
- 2 Henfield Football Tournament – 20-21.5.23 – to receive an update - this was covered in the Open Forum.

## **10. PLAYING FIELDS**

- 1 Wantley Fields - Sport / Housing – email from Cllr Eastwood - This was noted.
- 2 Playing Field Strategy – Cllr Jemmett said that he would be happy to represent this committee on this working group and it was agreed by all. The Clerk also said he would be happy to assist. It was noted that Cllr Eastwood hoped to arrange a preliminary meeting with the Leisure Strategy and Client Manager at HDC along with representatives from ROS, PAC and CYP committees, to walk the current playing fields as well as exploring potential sites for Playing Fields.
- 3 Activ8 Henfield Nursery - to consider the request to use of Kings Field near Youth Club on 22.7.23. It was agreed that PA would request the risk assessment and event form be completed before any decision was made on this event taking place.

**ACTION PLAN: PA would email the organiser again and ask for the relevant paperwork.**

## **11. PLAY AREAS**

- 1 Henfield - Skate Park Funding – to receive an update – The Clerk confirmed that the developer is happy for a variation to the original description of the S106 monies so that they could be used to upgrade the Skate Park which is encouraging but that there may be a delay since there was a discrepancy with the wording in the original S106. He confirmed that the Operations Manager was looking at this with the help of Cllr Morgan. Cllr Simmonds said that this was a much-used facility and well worth following up.
- 2 Basket Ball Back boards – to receive an update – The Chairman confirmed that the back boards ordered were not suitable and would be sent back and then new ones would be ordered as soon as possible.

## **12. TRAILS**

- 1 WSCC Request to upgrade FP 2540 to RB and to add a RB in Henfield – after consultation with PAC it was confirmed that a response had been sent to WSCC agreeing that a Restricted Bridleway was the best option for this route.
- 2 WSCC-512972407 Stile (FP 3203 issue 40916?) – It was confirmed that WSCC have contacted the landowner who has been given 28 days to make good the stile.
- 3 The Chairman reminded everyone of the need to walk the footpaths allocated some months ago and it was agreed that PA would resend the email with attachments and this would be raised again at the next meeting.

**ACTION PLAN: PA would send out the original details with maps for the areas within the Parish and ensure this was listed on the next agenda.**

## **13. TREE WORK**

Tree Surgery – two emails from Tree Surgeon. This was discussed under Open Forum.

14. **SAFE ROUTES** – to receive an update from the Working Group which aimed to promote safe and active travel to and from Henfield – The Chairman said that a meeting had taken place on 18<sup>th</sup> May where it had been agreed to suspend the ongoing working group but for this committee to monitor further progress with developing safe routes. The working group had concluded that a number of suggested safe routes could not be taken further, either because of lack of agreement with landowners or practical issues. Cllr Eastwood and other working group members were arranging a meeting with an officer of Wilder Horsham District/Sussex Wildlife Trust who liaises with landowners. This will help to see whether further headway could be made on remaining proposed routes, especially the route from Small Dole to Henfield. Safe Routes will become a regular item on the ROS agenda with the footpaths and trails.

## **15. VERGES**

The Chairman thanked the Works Team for their assistance with No Mow May. A number of verges within the Parish are looked after by the Works Team (Manor Way, Borrer Bank, end of Mill Drive and opposite the end of Fabians Way) rather than mowed by WSCC though the Partnership Agreement with WSCC. The County Council's Community Road Verge (CRV) team were promoting a new initiative in other areas of West Sussex to allow groups of residents to grow vegetables on agreed verges. It was confirmed that an individual licence had already been given for the verge in Furners Mead, which was looked after by a resident there. Cllr May asked whether the verge at Wantley Hill could be adopted in the CRV scheme and planted up as residents had requested. It was confirmed that it would need to be added to the list of verges maintained by the Parish in the Partnership Agreement list for Community Road Verges with WSCC Highways, if the Parish Council felt it had the capacity for mowing when needed. The next Partnership Agreement with WSCC is due to be agreed, and it would need to be confirmed whether hedgerows as well as wildflowers could be planted.

**ACTION POINT: HPC to consider adding Wantley Hill verge to the new WSCC Partnership Agreement when other verges already suggested by works officers (Broomfield Road and Spring Hills) are also added.**

**16. CLERKS REPORT**

The Clerk confirmed that 2 months of the year had elapsed which was 16.7%, and spending was 12.6% of budget. This included one off payments for the notice boards in the Orchard, annual business rates at the Rothery and six-month rubbish collection both being paid upfront. He confirmed that the Works Team were making sure that the equipment is serviced regularly. He also said that the Cricket Club have paid £350 towards the cost of mole control.

**17. CORRESPONDENCE**

Henfield-Annual Parish Report-PROW – circulated 19.5.23 – This was noted.

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

There were none.

**19. DATE OF NEXT MEETING**

Wednesday 19<sup>th</sup> July 2023 at 9.30am in Henfield Hall.

It was agreed that 9.30am was a good time for meetings with all councillors.

The Meeting closed at 11.02am.