



**HENFIELD PARISH COUNCIL**  
**Meeting of Recreation & Open Spaces Committee held on  
Wednesday 19th July 2023 at 9.30am in the Henfield Hall**

**Present:** Cllr G Perry (Chairman), M Eastwood, D Grossmith, D Jemmett and A May.

**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. DECLARATION OF MEMBERS INTERESTS**

There were none.

**2. APOLOGIES**

Were received from Cllrs Simmonds and Kendall.

**3. APPROVAL OF MINUTES OF THE MEETING HELD 7<sup>TH</sup> JUNE 2023**

These were approved and signed and dated by the Chairman.

**4. MATTERS ARISING**

Activ8 Henfield Nursery – event being held in Youth Club only. This was noted.

*The Chairman adjourned the meeting.*

**OPEN FORUM**

One of the members of public from HFC said that as it the closed season at the moment there was not very much to report. She referred to the club's request for a Welcome to HFC sign on the Rothery Pavilion building which has been recently painted. It was **agreed by all** to allow this sign and confirmed that HFC would purchase and put up the sign. It was also confirmed that the Rothery Field is used other organisations as well as by HFC.

She also asked about the surgery to trees near the flood lights on the Kings Field and it was agreed that this would be monitored and looked at again in the autumn when the leaves fall. It was agreed to add this to the agenda for September's ROS Committee Meeting.

**ACTION POINT:** PA to ensure this is on the next agenda.

The other member of the public requested an additional bin on the edge of the Kings Field between the two benches, the Clerk agreed to contact Horsham District Council (HDC)

**ACTION POINT:** Clerk would enquire about a new bin with HDC.

Cllr Eastwood confirmed that the Link Road Flood lights were light sensitive and would only come on when dark.

**5. CHAIRMAN'S ANNOUNCEMENTS**

- 1 PC/NC Climate Action Network Meeting – 6pm on 19.7.23 – The Chairman confirmed that there were two spaces on this Teams meeting looking at funding, she said she hoped to attend and Cllr Eastwood confirmed he was chairing the meeting.
- 2 Biodiversity – To remind and get ideas for Year of Biodiversity 2024 – The Chairman said that Cllr Goodyear and others were already thinking of next year being the year of Biodiversity and suggested that if anyone had any ideas to pass them to the Parish Office. She said that Henfield Community Partnership (HCP) were working with Sussex Prairies to organise a walk for Young people. Cllr Eastwood said that he hoped that research could be carried out on the Commons looking at the plants and insects there to build up a picture of what's there. It was thought that a number of people would want to assist with this and suggested that young people from St Peter's School might be interested in assisting.

## **6. HENFIELD CRICKET CLUB**

- 1 Posts around Cricket Club – It was confirmed that this work would be scheduled with the Works Team.
- 2 Nets – Completed – This was noted and it was agreed that the work to repair the holes in the car park would also get scheduled now that the nets were completed.

**ACTION POINT:** PA would speak with Works team to schedule both jobs.

## **7. HENFIELD FOOTBALL CLUB**

- 1 Rothery Pavilion – request to install Welcome to HFC sign - Covered in Open Forum.
- 2 Trees near the flood lights on Kings Field – Covered in Open Forum.

## **8. PLAYING FIELDS**

- 1 Playing Fields Working Group - meeting with HDC at 10am at Village on 20.7.23 – The Terms of Reference were **agreed by all**.

Cllr Grossmith said that he had attended a meeting between Henfield Leisure Centre (HLC) and HFC and included Cllr Eastwood in relation to the HLC planning application for Padel Courts. HFC had agreed to withdraw their objections to the planning application once they had had their fears allayed about space remaining. It was hoped that once HFC's objection were retracted that Sport England would follow suit. Cllr Grossmith said that he thought planning regular meetings between the two organisations would be helpful in the future. Cllr Eastwood said that the meeting had been organised at short notice and the size of the Padel courts had been marked out on the field which had proved very helpful he also said that further costs may be necessary if it turned out that netting might be need along the Link Road to prevent balls going over. Cllr Eastwood confirmed that a walking meeting was organised for the following day with the Leisure Strategy and Client Manager from HDC (he has expertise on what is desirable for playing fields and contacts with Football Association, Sport England etc.) The working group would be made up of Parish Clerk, Cllrs Eastwood, Jemmett, Goodyear, Morgan, and either Davey or Leader. Cllr May will join the familiarisation walk as an observer. They would walk round the Kings Field, Parsonage Farm, Wantley Field, Memorial Field and Rothery Field. It was hoped that HDC would then give feedback as to what could be achieved in the space. The Working Group would report back to this committee who would then make any decisions including when to consult or communicate with residents. The Chairman added that a green theme will be key to the plans for the future and Cllr Eastwood agreed and made mention of preserving the existing hedgerows around areas that may be playing fields in the future but also that Henfield is the only significant village in the area without a 4G pitch.

*Cllr Grossmith left the meeting at 10.05am*

## **9. PLAY AREAS**

- 1 Skate Park – addition of grind rail 21.6.23 –This was noted.
- 2 Skate Park Funding – It was confirmed that a change of rules within HDC meant that the S106 Funding would be dealt with by way of a Planning Application and that a request had been submitted to the Charities Commission to use some of the funds from the Kings Field Trust.
- 3 Basketball Back Boards – installed 5.7.23 – This was noted.

## **10. TRAILS AND SAFE ROUTES**

- 1 Footpaths details re-sent on 13.6.23 – The Chairman checked that everyone had seen the original email with details. Mr Willis said that he would be happy to be included in the volunteers to carry out the check; safety of route, condition of footpath, any broken stiles or fences etc. The Chairman said she would look at routes with PA and see if all who had volunteered originally wanted to carry on and possibly reallocate one section.

**ACTION POINT:** PA to speak to Cllr Goodyear and liaise with Mr Willis.

- 2 Update from Walk from Woods Mill to Downs Link on 13.7.23 – Cllr Eastwood confirmed that he had walked this route and back again the previous week with ranger from Sussex Wildlife Trust, local resident and Cllr R Noel to look at possibility of it becoming a permissive bridleway. It was confirmed that a new homeowner had moved to one of the farms and that Cllr Eastwood would try to talk direct about gaining access via this land. He also confirmed that some of the hedgerows have already been cut back too and are no longer suitable for nightingales. He explained the need to get the duality of access and ecology; a bridleway requires a 3m width but permissive route would allow for 1.2m with passing places.

**ACTION POINT:** Cllr Eastwood may knock on the farm door and enquire directly with new owner or ask PA to submit a Land Registry request.

## **11. TREE WORK.**

- 1 Tree Surgery – To consider latest quote for 12-month work at Sandpit and Rothery –  
It was **PROPOSED BY** the Chairman, **SECONDED BY** Cllr Eastwood and **AGREED BY ALL** to go ahead with the surgery to the trees at the Rothery at the sum of £100.00.

**ACTION POINT:** PA to liaise with Tree Surgeon about carrying out this work at a suitable time.

It was agreed to defer the work on the trees at the Sandpit and to make enquiries with the Insurance Company about recommendations on Tree Surgery for this area which is infrequently used.

**ACTION POINT:** The Clerk would contact the insurance company for clarity on surgery to trees in the Sandpit.

Mr Willis said that he had seen signs in ancient woodlands warning walkers against using that route during high winds and wondered if this type of sign could be put up at the Sandpit.

- 2 Henfield Tree Canopy – to consider request for a financial contribution – Cllr May said that 10 street trees had been requested by residents in Flower Farm Close and that she had spoken to all the residents along with the Tree Officer from WSCC to ensure all would be happy with the siting of the street trees. The Clerk confirmed that the Trees and Restoration Budgets was £5,000, although the costs for tree surgery hadn't yet been included, it was likely that there would be sufficient to purchase seven street trees at a cost of £1468.60. Three others would be purchased using donations from Sustainable Henfield 2030 (SH 2030) (two trees) and Henfield Garden Club (one tree) at £209.80. The Clerk also confirmed that there was £5,500 in reserves.

It was **PROPOSED BY** Cllr May **SECONDED BY** Cllr Eastwood **AND AGREED BY ALL** to purchase seven trees at £1,468.60 through the WSCC's Donate a Tree Scheme.

**ACTION POINT:** Cllr May would co-ordinate this purchase along with the other three trees through WSCC before 31<sup>st</sup> July 2023 deadline. (the Trees would be planted in the Autumn).

Cllr Eastwood confirmed that trees were removed from IDP a few years ago because there was not sufficient Parish Council Owned land suitable for planting and that the Parish Council had received a number of donations of trees from Natural England. The Chairman confirmed that Village Amenities Committee had been happy to support this tree planting and it was agreed that a Tree Planting Budget of £1,500 for up to ten trees should be set from next financial year.

- 3 To consider applying for TPOs – Cllr May had raised this a month or so earlier and agreed to contact the Tree Officer at HDC for advice. Cllr Eastwood said that it might be very useful to get TPOs for trees that surround the areas that have been earmarked in the Neighbourhood Plan (NHP) for development. The Chairman said that trees of special interest or age can be logged with Woodland Trust.

**ACTION POINT:** Cllr May would Liaise with HDC and other tree Wardens about which trees might be suitable for a TPO.

- 4 Request from a resident to purchase a memorial tree for the Community Orchard – The Chairman said that she hoped that a heritage variety of fruit tree could be selected. It was **AGREED BY ALL** to support this and Mr Willis agreed to source a suitable tree and liaise with PA and the resident.

**ACTION POINT:** Mr Willis agreed to source a suitable tree and liaise with PA who would keep the resident informed.

- 5 Coronation Oak on Pinchnose Green – To consider surgery to remove low hanging branches – The Chair said she wanted to find out whether the Works Team were in agreement and so it was agreed to defer this until the next Committee Meeting.

**ACTION POINT:** PA to ensure that this is on the next Agenda

## **12. CONSIDER ITEMS ALLOCATED TO THIS COMMITTEE FROM THE INFRASTRUCTURE DELIVERY PLAN (IDP) – attached**

- 1 To consider costs and timescales –
  - It was agreed to keep the Safe Routes portion of Transport for two years.
  - Extension to HCC Pavilion – It was agreed to keep this on IDP

- HCC car park repairs – It was agreed to keep this on IDP. It was also agreed that PA would liaise with Operations Manager (OM) about the split of costs between HCC and HPC for car park repairs.

**ACTION POINT:** PA would liaise with OM on her return to the office.

- HFC replace pavilion – It was agreed to keep the portion that relates to HFC Pavilion but remove Shedders and HPC Storage from IDP
- Padel tennis courts – It was agreed to keep this on IDP although funds are from other sources.
- Wantley and Parsonage playing areas – It was agreed to keep this on IDP (this along with other Playing Areas would be monitored by Playing Fields Strategy Working Group under ROS umbrella)
- Kings Field Drainage and pitch improvements – It was agreed to keep this on IDP (this along with other Playing Areas would be monitored by Playing Fields Strategy Working Group under ROS umbrella)
- Allotments – The Chairman suggested that this might be a suitable area for consideration when developments are started from the NHP Cllr Eastwood indicated that there was a area near Backsettown which might be suitable.
- Cllr May asked what she needed to do to request Tree Planting being added to IDP, She would need to propose a motion for the next ROS Committee Meeting. If passed it would then go to FRC and Full Parish Council.

### **13. VERGES**

The Chairman said that the Works Team had suggested two verges; near Spring Hills and Broomfield Road for the planting of wildflower seeds and time would need to be allocated with the Works Team for this to occur, either later this year or next in the year of Biodiversity. She said that she was still unsure whether hedgerows could be planted on the wider verges such as at Wantley Hill but she would look at again.

**ACTION POINT:** The Chairman would liaise with Works Team and PA about scheduling this work

### **14. WORKS TEAM**

To receive an update on recent work for ROS – The Chairman wanted to make sure that everyone was aware of the work carried out by Works Team for this Committee

Removal of tree from near the nets at HCC.

Installing of two new Basketball Backboards (in time for Summer Holidays).

Flailing at Community Orchard.

Attempting to remove graffiti of noticeboard on the Lydds.

Removal of remains of a bonfire near Milne Bench on the Lydds.

Additional Grass cutting at the Kings Field to assist with Football tournament.

Additional grass cutting along the stream in advance of Seven Stiles Run.

She asked that the Committee's thanks be passed on to the whole team.

Cllr May asked if there would be capacity to assist with watering the newly planted trees. The Clerk said that there workload was full but if there was extreme weather conditions they may be able to help.

### **15. CLERKS REPORT**

The Clerk said that over a quarter of the financial year has elapsed and although quite a lot had been spent on paint and materials for the Community Pay Back team painting the Play areas, spending was well within budget. He said that he was about to pay £2,000 for the grass cutting explaining that this was invoiced three times a year.

### **16. CORRESPONDENCE**

There were none.

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

There were none.

### **18. DATE OF NEXT MEETING**

Wednesday 20<sup>th</sup> September 2023 at 9.30am in Henfield Hall.

Meeting closed at 11.32am.