



**HENFIELD PARISH COUNCIL**  
**Meeting of Recreation & Open Spaces Committee**  
**held on Wednesday 20<sup>th</sup> September 2023 at**  
**9.30am in the Henfield Hall**

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

**In Attendance:** Two members of the public from Henfield Football Club (HFC) 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 19<sup>TH</sup> JULY 2023**

These were approved and signed and dated by the Chairman.

**4. MATTERS ARISING**

The Chairman reported again that next year is designated the Parish year of Biodiversity and asked anyone with suggestions to let the Chairman know. She expected that the next Biodiversity Oversight Group Meeting would be in the near future.

*The Chairman adjourned the meeting.*

**OPEN FORUM**

There were two members of the public present and asked about the bin at the Kings Field, PA confirmed that the existing bin was now being emptied twice a week (once by works officers and once by HDC) instead of just once and that HDC would be monitoring over the coming months to make sure this was sufficient and reviewed again next Summer.

One of the members of the public from HFC stated that they had successfully applied for a grant to purchase Rolling Goals at a cost of £13,000 the grant would cover 42% of cost and HFC would fund the remainder. She said this was in an attempt to protect the goal mouths by being able to move the goals when necessary. She also said that they would need somewhere to store the Kingsfield goals to prevent theft or damage and they hoped to erect a 2metre high V- Fencing on the right-hand side of the Eric Holder Pavilion probably about 10metres long and with a return side to the fence behind with a gate to access. The likely cost would be £2,000 and this would be met by HFC. OM agreed to contact Cllr Morgan for advice and PA said she would enquire at HDC whether planning permission would be needed. It was confirmed that HFC had agreed that other goals would be left outside on each of the three playing fields (Memorial Field, Rothery and Kings Field) for recreational use. The OM queried how this might fit with the plans for a new pavilion at the Kings Field and the Playing Field Strategy. Cllr Kendall also said that HFC do not have exclusive rights over the Kings Field and the fencing may cause a problem with other users.

**ACTION POINT:** The OM would liaise with Cllr Morgan for advice.

**ACTION POINT:** PA would contact HDC to establish whether planning permission would be needed for the fencing if it should be agreed to be erected.

The Chairman brought forward the item 7.1 about tree surgery near the flood lights and it was agreed that as the nights were still quite light and that the trees concerned were still in leaf this would be looked at once Autumn had arrived.

It was **PROPOSED BY** the Chairman, **SECONDED BY** Cllr Simmonds **AND AGREED BY ALL** to pay up to £100 for tree surgery if needed during the Autumn before the next meeting.

The Chairman queried about who had installed the defibrillator at the Rothery Pavilion and Cllr Simmonds had agreed to check with HART. It was confirmed that HFC do not take the defibrillator to away matches.

*The two members of the public from HFC left the meeting at 9.49am.*

*The Chairman reconvened the meeting.*

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

There were none.

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

- 1 Car Park repairs – It was confirmed that this had been carried out on 16.8.23 by Works Team.
- 2 Full Car park repairs (when carried out) – The Chairman confirmed that of split of costs had been previously agreed as 25% HCC and 75% HPC.

## **7. HENFIELD FOOTBALL CLUB**

- 1 Trees near the flood lights on Kings Field – this was considered in the Open Forum.
- 2 Request for additional Bin near Kings Field – this was considered in the Open Forum.

## **8. PLAYING FIELDS**

- 1 Playing Fields Strategy Working Group – update on tour of sports fields and potential sites with Leisure Strategy and Client Manager at HDC on 20.7.23 - The Chairman confirmed that a report had not yet been received.

## **9. PLAY AREAS**

- 1 Skate Park Funding – The Chairman confirmed that this is now being dealt with by the Children and Young Peoples Committee (CYP) and should be removed from future agendas. Whilst talking about CYP it was noted that a suggestion had been made to purchase a branded gazebo for shade as well as showing the events in which HPC took part, OM queried where it might be stored. All were reminded that emails circulating amongst councillors should include [office@henfield.gov.uk](mailto:office@henfield.gov.uk) address.

**ACTION POINT:** PA to remove from future agendas.

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

- 1 Footpaths details re-sent on 13.6.23 – It was confirmed that Mr Willis had agreed to check the footpaths on Zone E of the Village and had received the details. Cllr Jemmett said that he was 60% of the way through the footpaths on his section. The Chairman confirmed that problems would be reported to WSCC or could be added to the schedule of Works Team Tasks.
- 2 Walk from Woods Mill to Downs Link –The Chairman had no further information at this time.

## **11. TREE WORK.**

- 1 12-month work at the Sandpit – to receive an update – The Chairman confirmed that all had seen the email from the Insurance Company about tree surgery and it was agreed by all the Tree Surgeon should be asked to carry put the remainder of the 12-month tree surgery at the Sandpit. She also said that it would be useful to contact SDNP direct about the wording on their posters warning of walking through ancient woodlands during bad weather. It was agreed that at the time of the next Tree Survey alternative Arboriculturists would be sought.
- 2 Henfield Tree Canopy – There was no update.
- 3 Request from a Resident for a Memorial Tree for the Community Orchard – It was confirmed that Mr Willis had agreed to source a Damson Tree for the resident in mid-October, the Chairman said that she hoped that the planting of this tree would co-incide with involvement of the Scouts.
- 4 Community Orchard – to consider what to do with produce in the future – The Chairman confirmed that more fruit had been produced than expected and she felt that in future years it would be useful to have a policy for what to do with the fruit. It was agreed by all that it would be given to the Community Fridge.

**ACTION POINT:** The Chairman would liaise with the volunteer fruit pickers and the Community Fridge volunteers.

The Chairman also said that she would like some wildflowers sown at the Community Orchard and she would liaise with the Works team.

**ACTION POINT:** The Chairman would liaise with the Works Team to schedule this work.

- 5 TPOs – There was no update.
- 6 Coronation Oak on Pinchnose Green – Planning Application for surgery withdrawn – This was noted.

## **12. VERGES**

- 1 Wildflower Planting – The Chairman said that she hoped to speak with Cllr Morgan and agree a joint strategy between committees and then liaise the Works Team.

**ACTION POINT:** The Chairman would liaise with Cllr Morgan and if agreed then with Works Team and schedule this work.

- 2 Collection of cuttings from fourth cut – It was confirmed that WSCC's fourth cut of year is 29<sup>th</sup> September and that it was anticipated that the Community Payback Team or the Works Team would clear the cuttings afterwards.

**ACTION POINT:** PA would liaise with the Community Payback Team about scheduling this work shortly after the cut.

## **13. WORKS TEAM**

- 1 To receive an update on recent work for ROS – The Chairman confirmed that the Works Team had carried out the following:-
  - Clearing Kidders Lane of Fly tipping including human waste.
  - Cutting grass at Borrer Bank – The Chairman confirmed that WSCC will cut again at the end of September as previously noted. She thought that the Clerk had previously indicated that the cuttings could be taken to near the storage facility.
  - Clearing vegetation at Danny's Pond – The Chairman queried why this work was carried out on HDC Land.The Chairman thanked the Works team.

## **14. CLERKS REPORT**

It was reported that 41.7% of the financial year has elapsed and the ROS Committee has spent 36.8% of the budget. It was also noted that general expenditure was way above budgeted amount because of the supplies for the Community Payback Team and £3,200 given to HCC towards new nets, this will be taken from Playing Field Reserve as agreed to cover expenditure.

## **15. BUDGETS FOR 2024 - 2025**

- 1 Litter Picking – To consider movement of budget from ROS to VA.

It was **PROPOSED BY** the Chairman, **SECONDED BY** Cllr Kendall **AND AGREED BY ALL** to the Litter Picking Budget being transferred to Village Amenities Committee subject to their agreement.

**ACTION POINT:** The OM would ensure this was added to the VA agenda in consultation with Cllr Morgan.

The Chairman also stated that there are a number of volunteers who clear rubbish from the Community Orchard, the Commons and other more rural areas in the village. The Chairman thanked the Litter Pickers and volunteers for their hard work.

## **16. CORRESPONDENCE**

There were none.

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

The Chairman queried whether Terms of Reference (ToR) for the three committees ROS, VA and CYP needed to be looked at again in light of ROS losing Litter Picking budget to VA and Play Areas to CYP. The OM confirmed that the Youth Co-Ordinator was likely to join in early October and that may cause other changes of the ToR. It was agreed that this should be discussed at the next FRC Committee Meeting.

**ACTION POINT:** The OM would ensure this was added to the FRC agenda in consultation with the Clerk on his return.

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

Wednesday 8<sup>th</sup> November 2023 at 9.30am in Henfield Hall  
The Meeting closed at 10.33 am.