

# Henfield Parish Council

## Business Plan

**2022-2025**



Welcome to Henfield Parish Council's Business Plan (BP). This sets out key actions and activities to be completed in the period up to the financial year ending March 2025

The 3 Year Business Plan sets out the areas additional to day-to-day operations, on which the Council proposes to focus for the ongoing benefit of the community. It will be subject to regular review and monitoring.

## **Introduction and Overview**

Funding for Parish Council activity comes from two main sources

- **the Precept** derived from individual household contributions as part of the council tax
- **Community Infrastructure Levy (CIL)**. Funds generated by housing development

The Precept is set by the Parish Council annually; the funds from housing (CIL) are one-off contributions.

In general terms, the precept is used to:

- fulfil our statutory obligations, support and sustain the Parish Office, staffing and running costs
- maintain the facilities and infrastructure, support local community organisations

Larger one-off funds generated by housing development are utilised for major projects which are defined as priorities by our Councillors in consultation with the community.

The Councils Financial Accounts & Governance can be viewed on our website <https://www.henfield.gov.uk/frc>

The HPC Strategic Plan identifies 7 priorities which are designed to promote and enable the health and wellbeing of our residents, businesses and the parish as a whole community.

### **Strategic Plan Priorities with planned actions**

<b>1.</b>	<b>Ensure that development and growth is appropriate for a rural community</b>	<b><u>Page 3</u></b>
<b>2.</b>	<b>Retain a vibrant and successful High Street and create a positive environment for local businesses to thrive</b>	<b><u>Page 4</u></b>
<b>3.</b>	<b>Nurture and encourage the wellbeing of the 100+ local clubs, societies and organisations</b>	<b><u>Page 5</u></b>
<b>4.</b>	<b>Support social and cultural activities which bring together residents and visitors and encourage the sense of community to flourish</b>	<b><u>Page 6</u></b>
<b>5.</b>	<b>Build our Visitor Economy by attracting people to explore our countryside and history</b>	<b><u>Page 7</u></b>
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## 1. Ensure that development and growth is appropriate for a rural community

One objective of this BP is our commitment to ensure that new homes are located in the right place, as defined in our Neighbourhood Plan and the Horsham Local Plan. HPC's **Plans Advisory Committee (PAC)** takes the lead in planning related matters and interested residents are encouraged to attend.

*Specific actions planned during the life of this Business Plan are:*

○ <b><i>Deliver, influence and gain acceptance of the Neighbourhood Plan and sites allocated in the Horsham Local Plan ensuring that we are “on track” to deliver 370 new homes by 2038 (an average of 53 new homes per annum over the next 7 years).</i></b>
○ <b><i>Ensure that design standards in planning applications meet the requirements of the Horsham District Planning Framework and Henfield’s Parish Design Statement.</i></b>
○ <b><i>Minimise ‘outside built up area boundary’ development to retain the rural look and feel of the parish.</i></b>
○ <b><i>Use the retention of a ‘village look and feel’ as a guiding principle for any permitted development and to positively support applications that protect and improve the look and feel of the village. Including the Conservation Area and protection of Trees via HPC Tree wardens.</i></b>
○ <b><i>To object to planning applications which are considered inappropriate. When it is felt appropriate, we will put our case in person at the Committee and represent community views at Planning Appeals.</i></b>
○ <b><i>We will monitor and report on the proportion of cases that are ‘approved’ when PAC objects to them.</i></b>
○ <b><i>Make best use of CIL/Reserves to support delivery of the priorities set out in the IDP.</i></b>
○ <b><i>Maintain positive relationships with Horsham District Council (HDC) and West Sussex County Council (WSCC) to work with both to deliver on the priorities of our community.</i></b>





## 2. Retain a vibrant and successful High Street and create a positive environment for local businesses to thrive.

Through our **Village Amenities Committee (VA)** we take an active role in ensuring that the areas within our built-up area boundary are maintained and improved.

HPC aims to make a positive contribution attracting visitors to the village by promoting tourism and creating and maintaining an attractive village centre.

*Specific actions during the life of this Business Plan are:*

○ <b><i>Encourage initiatives which bring more footfall to the High Street i.e. Monthly Food &amp; Drink Market, Christmas Shopping Events etc.</i></b>
○ <b><i>Develop and promote a series of walking trails which start and finish in our High Street, “the Henfield Trails” to attract visitors, each promoted with an online and paper leaflet option.</i></b>
○ <b><i>To create a more attractive ‘village square’ in the area located between the High Street and Bishop Lane and to restore the village clock.</i></b>
○ <b><i>A Community Transport Plan will seek to support initiatives in the Parish relating to transport, parking and road use</i></b>
○ <b><i>Our community speed watch team will seek to educate drivers on the importance of our speed limits, we have installed two new portable speed indicators</i></b>
○ <b><i>Work with Henfield Hall to create a cultural and entertainment centre with visitor space</i></b>
○ <b><i>Working with Henfield Community Partnership to improve the links between the Parish Council and local business.</i></b>



### **3. Nurture and encourage the wellbeing of the 100+ local clubs, societies and organisations.**

Henfield already has a very strong network of clubs, societies and other interest groups/organisations that are organised and run on a voluntary basis.

*Specific actions during the life of this Business Plan are:*

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| ○ <b><i>At least annually to hold Community Buildings &amp; Facilities Meetings with our Clubs &amp; Societies to understand their challenges and priorities and to explore how the Parish Council might be able to help.</i></b> |
| ○ <b><i>To work with those organisations with larger scale projects listed in our Infrastructure Delivery Programme (IDP) to ensure that we do all that we can to ensure that they are delivered.</i></b>                         |
| ○ <b><i>To work with the owners of our Community Buildings to ensure that they are maintained, improved and are fit for purpose to deliver future needs of the community.</i></b>                                                 |
| ○ <b><i>To promote an understanding of the roles of each of the community organisations, to avoid duplication without stifling competition.</i></b>                                                                               |
| ○ <b><i>To provide funding support for capital works through the allocation of CIL funds and Precept Reserves in accordance with the priorities outlined in our IDP.</i></b>                                                      |
| ○ <b><i>Where feasible, to provide advice and support on organisational governance and fundraising.</i></b>                                                                                                                       |



**4. Support social and cultural activities which bring together residents and visitors and encourage the sense of community to flourish.**

Encouraging the continuation of Henfield as a village community is important to us.

*Specific actions during the life of this Business Plan are:*

○ <b><i>Our annual Remembrance Service and Community Parade.</i></b>
○ <b><i>An annual community walk to encourage residents to enjoy our countryside and raise funding for local charities.</i></b>
○ <b><i>An annual community event held in one of our open spaces or community buildings, some examples are a Summer Fair, Queens Jubilee Events, Memorial Field celebration.</i></b>
○ <b><i>To participate in District and County sponsored events such as the Horsham Food Fair, Car Festivals etc.</i></b>
○ <b><i>To support through participation and practical resources community organisations running community events i.e. Gardens &amp; Arts Festival, Henfield Haven music concerts, quizzes etc.</i></b>
○ <b><i>Our aim is to help to organise and promote at least three community events each year.</i></b>





## 5. Build our Visitor Economy by attracting people to explore our countryside and history

Making our countryside and history more accessible are key objectives of our **Recreation & Open Spaces Committee (ROS)** and our **Museum Committee**.

*Specific actions during the life of this Business Plan are:*

- |                                                                                                                                                                                                                                                                                                    |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| ○ <b><i>To use our Social Media platforms to promote village events, activities and visitor attractions at every available opportunity.</i></b>                                                                                                                                                    |
| ○ <b><i>We plan to design and deliver two Henfield Trails each year during the Business Plan providing six opportunities to explore the village and countryside in total. Ensuring that these are well signed and maintained including a six-monthly inspection is a key part of our work.</i></b> |
| ○ <b><i>To ensure that Henfield Museum reaches a wider audience.</i></b>                                                                                                                                                                                                                           |
| ○ <b><i>To support the Joint Commons Committee in promoting conservation and enjoyment of Henfield's commons.</i></b>                                                                                                                                                                              |



6.

Some sections of society are potentially better catered for than others and it is HPC's role to ensure that all segments are well supported

*Specific actions during the life of this Business Plan are:*

- ***To continue to support initiatives which help the frail and vulnerable in our community, acknowledging the importance of the Henfield Medical Centre, Henfield Haven and Henfield Youth Club.***
- ***To develop a better engagement with young people in the community, the first step being the establishment of a Youth Officer role which will explore how to improve our understanding of their needs.***
- ***To construct plans and deliver improvements in the services that young people need.***
- ***To ensure that those with challenges, be they mental health, isolation, or physical impairments, are properly considered in all that we do.***
- ***Have a sub-committee of HPC that looks solely at the interests of the youth in our society.***
- ***Consider employing a paid member of the Parish Office staff as a 'Youth Officer.'***
- ***Build a plan for how best to engage this segment of the Henfield community.***
- ***Designate 2023 as the Henfield Year of Young People.***





## 7. Promote activities which protect our environment

HPC is committed to providing a profound influence on the pressing need to address climate-related agenda and is very alert to environmental issues. Actions identified for HPC to pursue are:

- Deliver the actions contained in the HPC Carbon Reduction Plan
- Give priority consideration to the environmental impact in every decision made by HPC.

*Specific actions during the life of this Business Plan are:*

○ <b><i>Henfield has declared a Climate Emergency which will be central to our activities ensuring that wherever we can our work is sustainable and carbon neutral.</i></b>
○ <b><i>We have created a specific Biodiversity Group which is focused on our environment and delivering the Carbon Reduction Plan.</i></b>
○ <b><i>We will seek to create nature corridors around the Parish and plant more trees</i></b>
○ <b><i>We will seek to involve and inform the community through Social Media to help our residents understand and explain what they can do to support Sustainability and Biodiversity.</i></b>
○ <b><i>Through our Safe Routes Group we will work with the community to ensure that we develop cycling, horse riding and walking routes which avoid busy main roads and encourage people to avoid the use of cars for travel within the parish.</i></b>
○ <b><i>The Parish Council will set a target to become carbon neutral in all our activities. In support of this we will install double glazing and work with the Henfield Hall to ensure solar panels to make us more energy efficient.</i></b>
○ <b><i>Deliver a Habitat Survey of the Parish to inform future decision making.</i></b>
○ <b><i>Designate 2024 as the Henfield Year of Bio Diversity.</i></b>

## Actions arising from the process of running HPC

### **Diversity and succession**

It is important that HPC is well led with a range of skills in the team of 15 parish councillors. An Election will be held in 2023

As such, in the coming period, HPC commits to:

- Ensure that Parish Council roles are well advertised
- HPC publicise experience of what it is like to be a Councillor
- When seeking co-opted candidates, HPC will ensure a diverse and representative Parish Council.
- Its volunteer Parish Councillors being visible and accessible
- The Parish Council as a whole has sufficient strength and depth to ensure it is well led in the future
- Parish Office staffing is given priority to ensure internal succession possibilities are balanced

### **Building awareness through publicity and transparency**

As we return to meetings being face-to-face, engagement will be continued by:

- Streaming meetings
- Encouraging members of the public to engage in person
- Publicising in BN5 and the Parish Magazine, the work of HPC and the decisions made/to be made.
- Reviewing the HPC Communication Strategy

### **Henfield Parish Council**

<https://www.henfield.gov.uk/>

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