



## HENFIELD PARISH COUNCIL ANNUAL REPORT 2010

**THE ANNUAL HENFIELD PARISH MEETING  
WILL BE HELD ON TUESDAY 1st MARCH 2011  
AT 7.30 pm IN THE HENFIELD HALL**

Dear Resident

I am pleased to invite you to attend the Annual Parish Meeting. This meeting is your opportunity to talk to your Councillors, make your views known and have an input into the future of Henfield.

2010 has been another eventful year the winter again provided cold and snowy conditions with many people experiencing difficulty getting about. I believe County, District and Parish Councils were better able to respond this year and the closer liaison provided a much more targeted response.

The financial climate continues to bite, making it difficult for Councils to deliver services and develop new ones. However, Henfield Parish Council will continue to work to maintain and develop its services whilst keeping its Precept the same as 2010.

2011 presents a number of challenges to our Council, particularly in the development at Parsonage Farm with the increased population bringing extra pressure on services. We will continue to represent the community's views to ensure Henfield remains the village we all like to live in. We are looking at how the appearance of Henfield High Street can be enhanced. With Health and Safety restrictions brought in this year restricting what can be hung from street light standards, we are looking at other innovative ways to improve the street scene and ensure the High Street remains a vibrant centre of the community. This Council continues to maintain the public toilets which are owned by the District Council. There is continuing dialogue between the two Councils to ensure any development of the site meets the needs of the village.

2011 also sees the traditional Henfield Summer Fayre return and we look forward to an even bigger event on Henfield Common than the very successful one in 2009. The date is the 23<sup>rd</sup> July.

Much of the Council's work is dealt with by Committees, each dealing with different aspects of Henfield and this report provides a flavour of the work and challenges of each of those Committees. The meetings are open to the public and Agendas and Minutes of each meeting can be viewed on the Council website.

I hope you will be able to attend the Parish Meeting and I look forward to meeting you.

*Peter Sheppard – Chairman, Henfield Parish Council*

### HENFIELD PARISH COUNCIL

**Office** in the Henfield Hall (open 10am–1pm Tues Thurs Fri. & 10am–3pm Wed)  
Council meets 1<sup>st</sup> Tuesday of each month – 7.00 pm at the Henfield Hall

**Members:** Peter Sheppard (Chairman), Matthew Brookbank (Vice Chairman), Arun Agarwal, Glen Brown, Eddie Colgate, Neville de Moraes, John Moorshead, Mike Morgan, Robin Norman, Ray Osgood, Tony Rickard, Andrew Sharp, Trevor Simmons, Digby Stephenson, Elizabeth Taylor.

Tel: 492507

email: [office@henfield.gov.uk](mailto:office@henfield.gov.uk)

(Clerk to the Council – Philip Hill)

Website: [www.henfield.gov.uk](http://www.henfield.gov.uk)

### COMMITTEE STRUCTURE OF COUNCIL

- |                              |                                                                     |
|------------------------------|---------------------------------------------------------------------|
| • Finance & General Purposes | Meets 7.00 pm – 3 <sup>rd</sup> Tuesday of month                    |
| • Plans Advisory             | Meets 7.00 pm 1 <sup>st</sup> and 3 <sup>rd</sup> Thursday of month |
| • Lighting & Open Spaces     | Meets 7.00 or 7.30pm 2 <sup>nd</sup> Tuesday of month               |
| • Cemetery                   | Meets 6.30 pm 2 <sup>nd</sup> Tuesday bi-monthly                    |
| • Museum                     | Meets at 7.00 pm – on dates announced                               |

## COMMITTEE REPORTS

### **FINANCE & GENERAL PURPOSES—by Matthew Brookbank (Chairman)**

This Committee consists of the Chair and Vice-Chair of Council and Committee Chairmen.

Managing Council's finances has again this year proved to be a challenging task. We had to deal with considerable uncertainty over whether we would receive certain funding as in previous years and to what level this would extend. With the current economic climate we felt it important not to increase the level of council tax paid to this Council by Henfield residents and I am pleased to report we have achieved this without reducing the level of services that Council provide. Council has set a budget for 2011-12 resulting in a Precept of £140,370, which maintains the same amount of council tax payable by individual households for the services provided by this Council as the previous year. Additionally, we were able to make donations to a number of organisations that provide direct assistance to Henfield and its residents. This year included, amongst others, Henfield Youth Club; St Barnabas Hospice; Henfield Conservation Volunteers and Henfield Medical Centre Link. We are delighted to have recently launched a new and much improved Council website which can be viewed at the same address; [www.henfield.gov.uk](http://www.henfield.gov.uk). The greater flexibility the new site provides will enable us to keep residents and visitors more aware of current activities by Council and we encourage you to regularly visit the site.

*Committee Members are: Matthew Brookbank, Eddie Colgate, Mike Morgan, Ray Osgood, Peter Sheppard, Digby Stephenson*

### **LIGHTING & OPEN SPACES - by Mike Morgan (Chairman)**

2010 turned out to be another very busy year for the Committee. After all the problems caused by the snow and ice in the winter of 2009/10 Council liaised closely with West Sussex County Council, who are ultimately responsible for keeping the roads and pavements clear of snow, to be better prepared in the future for such weather. We purchased a pavement snow gritter together with other equipment and a supply of salt. In addition the County Council provided one ton bags of salt at key locations around the village, but only for use on roads and pavements. When the snow arrived we were able to call on our own Council staff and Parish Councillors to keep the High Street pavement clear of snow. We were also assisted by members of the public and our local PCSO James Josling. Thankfully "The Big Society" exists in Henfield as it has done for many years. Unfortunately, because of costs and manpower, we cannot deal with other areas in Henfield but we will assist residents with salt/grit that they can use, but only on the public highway. We still need more assistance from the public to help clear the High Street and also assist helping vulnerable people. If you can help please contact the Council Office.

The search for land for allotments is still continuing but so far we have been unable to find a landowner prepared to either sell or lease to us suitable land. We continue our efforts to resolve this matter. As there is still uncertainty regarding the development of the High Street shelter/toilet, work will shortly be carried out to smarten up the building. Last winter Health and Safety regulations prevented us from attaching the normal Christmas lights to the High Street lighting standards. This restriction also prevents us hanging flower baskets until new lighting columns are installed. (scheduled for 2014/15). In the meantime we are looking at new ways of enhancing the appearance of our High Street.

We are pleased we have been able to appoint a Volunteer Parish Tree Warden – David Hodgkin, who I am sure will be a great asset to Council. The new outdoor Basket Ball Court adjacent to the Youth Centre has proved a great attraction for our youngsters. Unfortunately vandalism continues to be a constant drain on our resources and takes our Works Officer away from his other more important work. We will however not allow this to detract from keeping our Village a place to be enjoyed by all.

*Committee members are: Arun Agarwal, Matthew Brookbank, Eddie Colgate, John Moorshead, Mike Morgan, Tony Rickard, Peter Sheppard, Digby Stephenson.*

### **CEMETERY - by Digby Stephenson (Chairman)**

Following on from the good work carried out by the Cemetery Committee under Graham Hoare's chairmanship, we continue to take great pride in the appearance and management of Henfield Cemetery. Though not currently scheduled to be needed for at least another 20 years, we are making appropriate plans to prepare the northerly extension by planting a new hedge around the boundary. Records of burials in the Cemetery dating back to 1911 are now held electronically in the Parish Council Office and should be available online in due course. Meanwhile, family members wishing to access these records may do so by applying to the Council Office.

*Committee members are: Arun Agarwal, Matthew Brookbank, Tony Rickard, Peter Sheppard, Digby Stephenson.*

### **PLANS ADVISORY - by Ray Osgood (Chairman)**

This Committee is consulted by Horsham District Council, the local Planning Authority, on all applications in Henfield Parish. This year saw a slight upturn in the number of applications processed. In our report last year we outlined changes we were involved in and the major planning issues being considered by Horsham District Council that we would be consulted on.

The first was the transfer by the Planning Authority to an electronic system for consulting on applications. This was due to be introduced in the spring of last year but problems which came to light during trials delayed this and it has not yet been fully implemented. We continue to receive “hard copy” of most applications, but with new equipment installed in the Parish Council office we feel better placed to embrace the electronic system when fully implemented.

We have continued to scrutinise the Parsonage Farm development and took note of the Archaeological Survey undertaken at the end of last year, although we are yet to be notified of the findings.

In 2009 the two major issues Horsham District Council consulted us on were the “*Strategic Housing Land Availability Assessment (SHLAA)*” document and the “*Core Strategy Review, Leading Change in Partnership to 2026 and beyond*”. We were informed we would be further consulted or notified in the Spring/Summer of 2010 but this has been deferred by Horsham District Council because of the implementation of the Localism Bill, due to come into force by the end of 2011, which the Core Strategy Review will need to take into account.

Meetings are held on the 1<sup>st</sup> and 3<sup>rd</sup> Thursdays of the month in The Henfield Hall and start at 7.00. They are open to the public, who may address the Committee on planning issues.

*Committee Members are: Glen Brown, Robin Norman, Ray Osgood, Andrew Sharp, Trevor Simmons, Elizabeth Taylor.*

### **MUSEUM - by Eddie Colgate (Chairman)**

The Museum continues to present past Henfield to visitors with its additional facilities enabling research into census returns etc. This year, our long-serving curator, Marjorie Carreck retired. Marjorie has been a major influence and we wish her every happiness. Thankfully, Alan Barwick is still with us: the bulwark ensuring things run as smoothly as possible and the necessary checks, updates and other procedural matters are correctly laid out. Don't forget, we are pleased to be offered additions to our displays – and if you didn't visit in 2010 there is even more reason for doing so this year, there is something for everyone. Henfield Museum is in The Henfield Hall and opens from 10am to 12 noon weekday mornings and Saturday (excluding Wednesday) and from 2.30 pm to 4.00 pm on Wednesday and Saturday afternoons.

*Committee Members are: Glen Brown Eddie Colgate, Ray Osgood, Andrew Sharp.*

### **HENFIELD COMMONS - by Andrew Sharp (Chairman)**

This Committee (which is a sub-committee of Horsham District Council, owners of the land) is responsible for the management of our three Commons – Henfield, Broadmare and Oreham as well as the Tanyard Field which is situated at the western end of Cagefoot Lane.

The Committee continues to try to achieve the correct balance between allowing unimpeded access to the Commons for pedestrians and animals while denying access to caravans and camper vans, and between the needs of people to enjoy the Commons and the needs of the wildlife. We hope we are getting the balance right.

Sussex Wildlife Trust at Woods Mill has been very helpful in advising us on how to manage the Commons. As a result of their advice we have changed the method of cutting the reeds in the reed bed on Henfield Common and reduced the amount cut every year from a third to a quarter.

We continue to work closely with Henfield Conservation Group ([henfieldconservation@gmail.com](mailto:henfieldconservation@gmail.com)) or ring me, Andrew Sharp, Tel: 494566) and the Brighton Conservation Volunteers who, this year, have done great work on Oreham Common.

*Committee Members are: Eddie Colgate, Mike Morgan, Andrew Sharp, (Parish Councillors), Frank Grantham, Sheila Matthews, Keith Wilkins (Horsham District Councillors), Peter Hudson, Chris Simmonds (Co-opted Members)*

**SUMMARY OF ACCOUNTS** (Financial year runs from 1<sup>st</sup> April–31<sup>st</sup> March)  
(Full copy of past years accounts available from Council Office)

	Year ended (31 <sup>st</sup> )	March 2009	March 2010	March 2011 (Projected)	March 2012 (Budget)
<b>Income:</b>					
Precept:		121,310	125,680	140,880	140,370
Interest:		3,988	576	1,100	1,000
Cemetery:		5,095	4,410	5,750	4,500
Museum donations:		210	882	400	225
Street Cleaning Grant (HDC):		8,054	10,831	10,750	11,370
Football Club:		1,000	1,000	1,000	1,100
Rothery Trust:		3,800	1,000	1,000	1,000
Kings Field Charity:					3,000
Christmas Lights Grant (HDC)		1,350	1,346		
Miscellaneous Grants:		3,750	250	8,112	
Other Income:		1,638	1,895	542	500
<b>Total</b>		<b>150,195</b>	<b>147,870</b>	<b>169,534</b>	<b>163,065</b>

<b>Expenditure:</b>					
General Administration:		10,927	9,017	10,511	9,370
Salaries:		42,441	53,724	51,000	51,500
Members' Allowances:		1,430	1,430	1,565	2,000
Section 137 Payments:		12,389	8,684	11,318	9,900
Street Cleaning:		13,945	12,189	12,900	13,200
Accommodation/Hall Bookings:		8,138	8,573	7,625	8,150
Vandalism:		252	194	250	500
Cemetery:		11,809	9,697	8,116	9,375
Rothery Pavilion/Field		2,702	3,421	4,145	3,525
Playing Field Maintenance:		13,610	10,231	10,400	10,500
Community Bus:		3,970	3,700	3,700	4,250
Dog Fouling Bins:		572	564	842	650
Leisure Centre Car Park:		1,169	1,330	1,500	550
Wantley Field:		120	120	120	120
Public Conveniences:		10,092	9,538	10,048	11,175
Play equipment & maintenance		2,705	979	7,140	1,350
Skate Park:		3,820	364	100	100
Street Lights		3,000	3,500	3,500	3,500
Seats/Trees:		1,280	2,650	3,550	3,600
Christmas High Street Lights:		5,273	2,692	2,600	2,000
Election					750
Henfield Commons Leased Land:		1,132	367	700	500
Winter Management Programme				1,600	200
Miscellaneous:		1,843	2,603	2,500	2,300
<b>Total:</b>		<b>152,619</b>	<b>145,567</b>	<b>155,730</b>	<b>149,065</b>

<b>Summary:</b>				<b>(projected)</b>	<b>(projected)</b>
General Fund:		37,947	40,750	41,566	42,816
Distributed Reserves:		58,105	57,605	70,593	83,343
<b>NET ASSETS</b>		<b>96,052</b>	<b>98,355</b>	<b>112,159</b>	<b>126,159</b>

*Projected increases in Distributed Reserves for years ending March 2011 and 2012 principally result from Council setting aside a sum of £12,500 in each of those years towards the cost of providing public allotments in the Parish.*

**The four-yearly election to Henfield Parish Council takes place on 5 May 2011. Nomination forms can be obtained from Philip Hill, Parish Clerk, from 8<sup>th</sup> March. He is also available to discuss informally with persons interested what being a Parish Councillor involves**