

## HENFIELD COMMUNITY ACTION PLAN 2011-2015

This document outlines the key Objectives and Actions for the Henfield Community Action Plan 2011-2015 which has been jointly produced by the Henfield Parish Council and Henfield Community Partnership. It was formally adopted by Council on 2<sup>nd</sup> August 2011 and by the Partnership on 12<sup>th</sup> August 2011.

The goals are those in the Horsham District Community Partnership Sustainable Community Strategy, namely:

- 1) A better place to live
- 2) Opportunity for all
- 3) Better health for all
- 4) Staying and feeling safe

Each goal heading, with appropriate sub-headings, is shown below with listed items identified as objectives. Account has been taken of the results of the telephone survey carried out by Abacus Insight in January 2011, and comments received following public consultation in March/April 2011.

Actions to achieve the various objectives are set out at the end of this plan. Achievement of these will depend upon available resources and prioritisation, as well as external influences. The actions will be reviewed periodically during the life of the plan.

### OBJECTIVES

#### Goal 1 – A better place to live

##### **1.1 Strengthening communities through better communications and information services:**

- 1.1.1 Continue to develop local information provision.
- 1.1.2 Improve the relevant community web sites, making them more user friendly with information which is easily accessible, and investigate the setting up of a collective/overarching community web site.
- 1.1.3 Improve understanding of local government.
- 1.1.4 Liaise with surrounding communities in order to develop closer links and address common needs.
- 1.1.5 Support better availability and speed of broadband services.

##### **1.2 Younger People:**

- 1.2.1 Create a two way communication channel with other parties involved with youth interests to develop a coordinated approach to the involvement of the young in the parish.
- 1.2.2 Explore how other communities have engaged with younger people to identify and adopt 'best practice' in this area.
- 1.2.3 Encourage the development of a chain of communication between the older and younger age groups, so as to involve youth participation at all levels.
- 1.2.4 Continue to develop and publicise a structured plan for the development of the play areas in the village.

##### **1.3 Access (Parking/Getting around):**

- 1.3.1 Press for the continued provision of free car parking in Henfield and for additional parking.
- 1.3.2 Encourage the efficient use of village car parks and make information available to enable people to choose the best times to park in the village.
- 1.3.3 Encourage the use of footpaths and cycle-ways through improved information, enabling people to get around the village, to promote a healthier lifestyle, a greener footprint and better use of village resources.
- 1.3.4 Investigate options for improving access to educational and leisure activities not available locally.

- 1.3.5 Liaise with local transport providers to seek to develop adequate, co-ordinated transport links, and to provide improved information.
- 1.3.6 Encourage the development of public, private and community transport to improve access to education, health and leisure facilities
- 1.3.7 Review disability access in the High Street.

#### **1.4 *Climate change:***

- 1.4.1 Ensure that the reduction of carbon footprint, environmental concerns and sustainability are at the core of all our policies, and a high priority issue in all aspects of planning, resource management and development in the village.
- 1.4.2 Seek ways to establish a baseline to measure the changes in Henfield's carbon footprint
- 1.4.3 Investigate practical ways to continue to reduce in a sustainable way Henfield's carbon footprint.

#### **1.5 *The Natural and Built Environment:***

- 1.5.1 Work with others to map the area around the village with the aim of establishing in the longer term a continuous belt of natural environment, encouraging in particular the protection of wild life.
- 1.5.2 Map the different types of agricultural land around the village to assist with planning issues.
- 1.5.3 Continue to ensure the provision of public toilets in the village
- 1.5.4 Identify and develop a communal open space in the village (Village Square).
- 1.5.5 Monitor any building within the village in order to support and encourage sympathetic development in line with the current Parish Design Statement, and to avoid any developing eyesore.
- 1.5.6 Explore with others simple benchmarks for measuring changes in visual, environmental, social and other aspects of the village
- 1.5.7 Draw up a list of assets in the local area which have community value.

### **Goal 2 – Opportunity for all**

#### **2.1 *The Local Economy:***

- 2.1.1 Investigate ways of improving the appearance of the High Street
- 2.1.2 Encourage and support the development and growth of the economy (including business start-ups and working from home), which could assist in the creation of jobs locally.
- 2.1.3 Identify the businesses located in the local area and assist them with their publicity.
- 2.1.4 Support and encourage the development of the local farming and horticultural industries in the area.

#### **2.2 *Education and skills:***

- 2.2.1 Work with education authorities and information providers to enable residents to make an informed choice in respect of education, career and skills development.
- 2.2.2 Make available pointers to the local sources of training, skills and personal development.
- 2.2.3 Work with other groups towards a wider uptake and use of broadband services for online information by the older population.
- 2.2.4 Encourage volunteers among IT literate people to assist others, including older people, develop IT skills and how to use them.

### **2.3 Encouraging visitors:**

- 2.3.1 Draw up and implement proposals for encouraging visitors in order to add value to the local community.
- 2.3.2 Explore how Henfield can benefit from its close proximity to the South Downs National Park.
- 2.3.3 Explore ways of maximising existing and one-off events or activities to the benefit of Henfield.

### **Goal 3 – Better health for all**

#### **3.1 General Health:**

- 3.1.1 Explore the opportunities with the Medical Centre, the Leisure Centre and voluntary organisations in order to promote and encourage a healthier lifestyle for all.
- 3.1.2 Liaise with the Friends of Henfield Medical Practice Trust and the Medical Centre to ensure that the newly established Patient Reference Group (PRG) accords with the guidance laid down by the BMA viz: to most effectively reach the broadest cross section of the community.

#### **3.2 Ageing Population:**

- 3.2.1 Make information available on the facilities available to older and/or disabled people to improve their ability to participate in the life of the village.

#### **3.3 Vulnerable Groups:**

- 3.3.1 Investigate with others the needs of those vulnerable in the community.

### **Goal 4 – Staying and feeling safe**

#### **4.1 Crime and the Fear of Crime:**

- 4.1.1 Encourage the provision of and the uptake of Neighbourhood Watch schemes throughout the village.
- 4.1.2 Work with the police and local councils in order to promote a safe and crime free environment.

#### **4.2 Road safety:**

- 4.2.1 Work with Horsham District Council, Sussex Police and West Sussex County Council in an endeavour to minimise the impact of speeding traffic through and around the village.
- 4.2.2 Work with the police and local councils to keep the roads, pathways and possible areas of disturbance in and around the village safe and free of infringements (particularly illegal parking).

### **ACTIONS**

The tables which follow set out detailed actions, responsibilities and initial priorities to help achieve the above objectives. There is clearly no way that progress can be made on all these given real constraints on human and financial resources. It will therefore be necessary to review actions and priorities to reflect criteria such as importance, ease of achievability, changes in the external environment and resource availability.

A key to abbreviations used is shown at the end. For priorities, high indicates that work on the action will start within 1 year, medium within 2 years and low by end of year 3.

## GOAL 1

### 1.1 Strengthening communities through better communications and information services

OBJECTIVE	ACTION	HOW	WHO	PRIORITY
1.1.1	Arrange for the production on a regular basis of a calendar detailing events and activities in Henfield and its surrounding areas	Investigate use of websites. Contact local clubs	HPC/HCP	High
	Identify new information guides	Review need		Low
1.1.2	Create prominent links to the web sites of other relevant parties including local organisations, (e.g. friends of medical practice, leisure centre, local churches) local government and other sources of information	Draw up list of which sites.	HPC/HCP	H
	Study best practice in provision of information by communities and make proposals for a community website	Discuss options and cost out proposals	HCP	H
1.1.3	Provide access to local government sources of information	Put on website	HPC	H
	Set out achievements of Parish Council	Put on website	HPC	H
1.1.4	Set up meetings with neighbouring communities and determine shared issues/concerns	Agree which and frequency	HPC/HCP	H
1.1.5	Provide relevant decision makers with statement of issues	Set up joint working group to maintain contact with relevant bodies	HPC/HCP	H
	Lobby for improvements	Take up with relevant bodies		H

### 1.2 Younger People

OBJECTIVE	ACTION	HOW	WHO	PRIORITY
1.2.1	Identify options	Set up meeting with those involved	HCP	H
	Agree preferred option	Consult with interested parties	HCP	H
1.2.2	Draw up list of best practice	Liaise with local communities, etc	HCP	Medium
1.2.3	Identify options	Topic for meeting in 1.2.1	HCP's Action for Older People's Group and those involved in 1.2.1	M
1.2.4	Produce updated plan	Consult with parents	HPC	M

### 1.3 Access

OBJECTIVE	ACTION	HOW	WHO	PRIORITY
1.3.1	Investigate options for further parking	Survey potential parking areas and seek views	HPC	M
	Carry out surveys of car parking spaces	Measure demand at peak times, one week, every quarter	HPC/HCP and local volunteers	H
1.3.2	Produce/publish list of best/worst times to park	From latest surveys. Put on websites, in local magazines, etc. September 2011 and annually thereafter	HPC/HCP	H
1.3.3	Produce information showing local footpaths and cycle-ways	Set up meeting with HDC/WSCC Put on websites, in local magazines, etc	HPC	M
1.3.4	Identify issues for younger people getting to education centres	Set up meeting with WSCC Education Dept and Bus operators	HPC	H
	Identify which leisure activities and possible options	Meet with Leisure Centres	HCP	M
1.3.5	Identify needs for improved information	List out problem areas for discussion with transport operators	HCP	M
1.3.6	Explore possible improvements	Meet with transport reps, HDC/WSCC/Bus operators	HPC	M
1.3.7	Identify need for access improvements in High St premises	Update previous survey for changes	HCP	M

### 1.4 Climate Change

OBJECTIVE	ACTION	HOW	WHO	PRIORITY
1.4.1	Encourage the re-establishment of Greening Henfield Group under HCP	Seek volunteers and leader	HCP	H
	List out criteria to be followed in planning, development and policy setting	Draw upon work done elsewhere	Greening Henfield Group	M
1.4.2	Investigate tools available and choose most appropriate	EST website, experience of others	Greening Henfield Group	H
	Establish baseline	Apply appropriate tools		M
1.4.3	Identify and prioritise carbon saving initiatives	Re-visit proposals in bid made for low carbon communities challenge	Greening Henfield Group	M

## 1.5 Natural & Built Environment

OBJECTIVE	ACTION	HOW	WHO	PRIORITY
1.5.1	Establish representative group	Seek reps from environmental and other relevant groups	HCP	M
	Prepare map	Working Group from 1.5.1		L
1.5.2	Draw up map	Obtain information from relevant planning documents	HPC	M
1.5.3	Maintain existing facilities in good order	Continue with current practice	HPC	Ongoing
	Look at options for improving & reducing cost of provision	Carry out as part of 1.5.4	HPC/HCP	H
1.5.4	Develop options for redeveloping existing toilet block/bus shelter	Set up working group with relevant skills/experience	HPC/HCP	H
		Cost options, draw up plans and identify sources of funding		H
		Put proposals out for consultation		H
1.5.5	Do periodic audit	Draw up criteria	HCP	Annually
	Establish reporting system for public	Design simple system	HCP	M
1.5.6	Develop existing work on economic measures	Work with HRTP, HDC, WSCC and SERTP	HCP	Ongoing
1.5.7	Identify requirement from pending legislation	Obtain advice from those knowledgeable	HPC/HCP	H

## GOAL 2

### 2.1 The Local Economy

OBJECTIVE	ACTION	HOW	WHO	PRIORITY
2.1.1	Draw up a list of options	In co-operation with local businesses, Henfield Enterprise, and other interested parties	HPC/HCP	H
	Cost out and prioritise			H
	Identify funding sources			H
2.1.2	Draw up options for improving High St trading	In co-operation with local businesses, Henfield Enterprise, and other interested parties	Regeneration group working with businesses & Metamorphosis (subject to funding)	H
	Put in place programme of action for 2011/12			H
	Offer training programme for traders			M
2.1.3	Map the business parks in the locality	In co-operation with local businesses, Henfield Enterprise, and other interested parties	HPC/HCP	M
	Identify local business specialists	Through local knowledge, contacts and publicity		M
	Seek advice/support for business if funding available	Contact with LEP		M
2.1.4	Understand the make-up of the local food economy	Survey and discuss with local food providers	HCP (Growers Group)	M
	Continue work to identify allotments	Make representation to HDC over land use at Wantley.	HPC	H

## 2.2 Education & Skills

OBJECTIVE	ACTION	HOW	WHO	PRIORITY
2.2.1	Ascertain gaps in existing information provision	Engage with educational experts	HPC	M
2.2.2	Draw up list of local sources	Put on websites, in local magazines, etc	HPC	M
2.2.3	Proceed in conjunction with objective 1.1.5	See 1.1.5	HCP	M
2.2.4	Investigate scope for local IT courses	Identify demand by local publicity	HCP	M
		Identify suitable volunteers	HCP	M
		Consider the value of a skills & knowledge exchange (timebank)	HCP	M
		Discuss with local school	HCP	M

## 2.3 Encouraging Visitors

OBJECTIVE	ACTION	HOW	WHO	PRIORITY
2.3.1	Produce visitor leaflet	Base on work done for information boards, Identify sources of funding	HCP	H
	Develop Henfield Treasure box Project	Produce themes and boxes, and seek funding	HCP	H
2.3.2	Seek web link on SDNP site	Establish links with appropriate SDNP agencies	HPC/HCP	H
	Identify opportunities		HPC/HCP	M
2.3.3	Carry out as part of work for objective 2.1.2	See 2.1.2		H

## GOAL 3

### 3.1 General Health

OBJECTIVE	ACTION	HOW	WHO	PRIORITY
3.1.1	List out issues and opportunities	Establish links with FHMPT and the Medical Centre	HPC/AfOP	As and when
3.1.2	Maintain watching brief			

### 3.2 Ageing Population

OBJECTIVE	ACTION	HOW	WHO	PRIORITY
3.2.1	List out facilities	Publicise via web and local publicity	HCP	M

### 3.3 Vulnerable Groups

OBJECTIVE	ACTION	HOW	WHO	PRIORITY
3.3.1	Identify any vulnerable groups	Meet with reps of churches, FHMPT and other bodies	HPC/HCP	M
	Determine what help appropriate and available	With reps of churches, FHMPT and other bodies	HPC/HCP	M

## GOAL 4

### 4.1 Crime and the Fear of Crime

OBJECTIVE	ACTION	HOW	WHO	PRIORITY
4.1.1	Identify Neighbourhood Watch Leader	Through PCSO and publicity	HPC	H
	Identify options for schemes	Input from PCSO and NW leader	HPC	M
4.1.2	Encourage reporting of incidents	Via Police and publicity	HPC	H

### 4.2 Road Safety

OBJECTIVE	ACTION	HOW	WHO	PRIORITY
4.2.1	Identify areas of concern	Input from Police and residents. Use of warning devices	HPC	H
4.2.2	Identify danger spots	Input from Police and residents	HPC	Ongoing

### KEY TO ABBREVIATIONS

AfOP	Action for Older People Group (part of HCP)
EST	Energy Savings Trust
FHMPT	Friends of Henfield Medical Practice Trust
HCP	Henfield Community Partnership
HDC	Horsham District Council
HPC	Henfield Parish Council
H RTP	Horsham Rural Towns Forum
LEP	Local Enterprise Partnership (Coast to Capital)
NW	Neighbourhood Watch
PCSO	Police Community Support Officer
SDNP	South Downs National Park
SERTP	South East Rural Towns Partnership
W SCC	West Sussex County Council

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