

Horsham Denne Neighbourhood Council

Minutes of the Meeting held on 16th January 2020



Venue: The Church Lounge, London Road Methodist Church, London Road, Horsham

Item	Detail
1	Meeting Opened at 7.00pm and Welcome from the Chairman
1.1	Age UK Horsham District presentation by Nicky Fuller. See Appendix 1.
2	Attendance and apologies for absence: Attending – HDNC: Chair – Trudie Mitchell, Judy Pounds, Ian Botting, Chris Osborne, Rodger Whitefield (left 9pm), HDC Cllr. Peter Burgess (left 7.20pm), Frances Haigh, Ruth Fletcher (arrived 8.35pm) WSCC Cllr. Morwen Millson Clerk – Sara Doy Apologies – HDNC: Gianni Lozzi, Nigel Hillpaul HDC Cllrs: Belinda Walters WSCC Cllr: Nigel Dennis
3	Declaration of Members' Interests TM – Blueprint; IB – Horsham Town Community Partnership; WSCC Cllr. MM – Director of 4TheYouth
4	Approval of Minutes from meeting held on 20.12.19: Amendment to 8.7 Gordon Road TRO: should read WSCC Cllr. Nigel Dennis not Peter Catchpole. Approval was proposed by RW and seconded by IB.
5	Matters arising from last meeting and Action points All Action Points had been dealt with or were in hand.
6	Chairman's Report <u>Meetings attended:</u> 10/12/2019 Town Centre – Clare Mangan (see 8.12) 7/01/2020 Drill Hall - HDC

	16/01/2020 Highwood Emergency Access onto Hills Farm Lane (see 8.4) <u>Future Meetings:</u> 20/01/2020 Drill Hall 27/01/2020 HALC – IB will attend 28/01/2020 Local Plan 30/01/2020 BID Presentation 06/02/2020 Local Plan Briefing for Parishes 13/02/2020 Gatwick Northern Runway Project Roundtable 18/02/2020 Neighbourhood Councils' Quarterly with HDC. ACTION: Members to forward any questions to be raised. <u>Local Plan Review</u> Various meetings will be held for stakeholders prior to public consultation. HDNC has been invited to a presentation regarding the future of Rookwood Golf Course on 28th January. <u>Community Halls</u> A meeting took place on 3rd December with HDC to review the future of Community Halls in the Denne area. The proposed use for the Highwood Community Hall was reported at the last DNC meeting. However this is linked to proposals for other facilities in the Denne area. There is no major change proposed for the Needles Centre but a new tenant or management scheme is required. There is a proposal to close the timber Scout Hut next to the Needles Recreation Ground & release the land value. RW commented that the Scout Hut is also used for Breakfast and After School Clubs so the closure would leave some parents of children at local schools with no before and/or after-school childcare provision. The major change is a proposal to close the Drill Hall & build affordable housing on the site. A further meeting took place on 7th January to clarify existing usage & Denne members have been invited to a briefing meeting on 20th January.
7	Clerk's Report <u>Christmas Letters to HDC and WSCC Councillors:</u> SD sent letters to all the Councillors on behalf of HDNC thanking them for their support in 2019. <u>HDNC Councillor Vacancy:</u> The vacancy is still be advertised free of charge by Indeed. So far there have been 74 views but no applications. <u>Resident enquiries:</u> 1) Planning application for 18 St Mary's Gardens: A resident of St Mary's Gardens contacted

HDNC to regarding the decision by the case officer not to impose a condition on maintaining access. HDNC responded that it was disappointing but the Case Officer's delegated report stated that in view of the small scale of the extension and the location it was deemed not necessary to impose a condition.

2) Sainsbury's Click & Collect Canopy: A resident contacted HDNC to complain about the illumination of the recently installed canopy in the car park of Sainsbury's which is lit up from 4pm until after the store closes at 10pm and is causing a nuisance. TM took the matter up with HDC Compliance who advised that as the lighting is internal it did not require planning permission but contacted Sainsbury's regarding the timing of the lighting and suggested that action should be taken in the interests of neighbour relations and conserving energy. Compliance said they will let us know what response they get from Sainsbury's.

3) Overgrown bushes outside 11 Old Millmeads: A resident asked if it was possible to get the bushes growing on the wide verge under a tree cut back as they were very overgrown and hanging over the pavement. SD reported it to WSCC via Love West Sussex. A response was received today confirming that action would be taken.

Compliance queries

New Orthodontist 3 East St: SD contacted HDC Planning Compliance to find out when the advertising film would be removed. Apparently the window frames are in a poor state of repair and need replacing. The orthodontist is aware that the film needs to be removed but wants to conduct all the work at the same time. HDC awaits an update on what the timescale of the work will be.

Former Carmela restaurant, Denne Rd: TM asked SD to query if planning permission should have been sought to paint the low brick wall at the front green and put up luminous green lights on the roof as the building is Grade 2 listed and in the conservation area. HDC Compliance responded that as the wall was previously painted white and not bare brick it was not a material change and just a matter of personal taste. The lights were just put up for Christmas and have now been removed.

Planning applications 2019

SD produced a summary which was circulated.

The total number of applications was 161 of which 36 were tree applications. 37 objections were submitted.

Compared with the rest of the District HDNC was 5th behind Forest 1st, NHPC 2nd, Billingshurst 3rd and Southwater 4th.

New Parking Payment machines: SD contacted Ben Golds/ HDC Head of Parking Services regarding problems with operating the new machines in Pirie's Place and Swan Walk. BG advised that the new screens require a much lighter touch and had been recalibrated

	several times which seems to have improved the situation. The machines will be monitored.
	Reports from Members:
8.1	Finance GL provided the following report prior to the meeting: Payments made since 5.12.19: WSSC Clerk's December salary - £320 Function 28 Website Hosting - £36 Church Hall Hire - £108 Payment to SD for refreshments - £4 Balance @ 16.1.20 = £3767.07
	Section 106 and CIL Nothing to report.
8.3	Planning <u>Planning Enforcement & Compliance Service Review 2/12/2019:</u> Notes are due from HDC in January. <u>Parish on Line:</u> The WSSC subsidy comes to an end this year & Parishes have been asked if they wish to pay to continue using the mapping service. HDNC is not able to apply for a licence in our own name but has had an "End User Agreement" with WSSC to allow us to use the service. Discussions are taking place about future arrangements. ACTION: TM to check if there will be a charge and if so forward email from Paul Richards to MM.
8.4	West of Horsham Development <u>Arun East Bridge road works:</u> Landscaping: TM had a meeting 16th January with Anna Chapman, HDC concerning the durability of the knee high railing & the security aspect regarding trespass; also looked at the road layout at the crossing point for walkers & maintenance machinery, which requires realigning, regrading & dropped kerbs. HDC will look to replacing the redundant gate & fence which is outside Berkeley's boundary. Lighting: Elliott Firth, Berkeley's confirmed that SSE has agreed to install shading over the Belisha Beacon; this should be done by the end of the month.

	<u>Boulevard Bridge Downgrade:</u> Following complaints that vehicles were attempting to bypass the barriers in Hills Farm Lane, last week, a no entry sign was installed & the knee-high railing moved to block any gaps. <u>Blue Light Centre:</u> Councillor Morwen Millson has confirmed that the contract approved for £933,847.00 is just for design work. HDNC has asked MM to ensure that HDNC is consulted at an early stage when the design is formulated. MM explained that there were changes made to the original proposal and it has been quite complicated. The Centre will just be for the Fire and Rescue service and will include training facilities, overnight accommodation for trainees and catering facilities. A planning application will be submitted in March which if approved construction will start in October with an estimated completion in 2022.
8.5	Community Services – Youth <u>Informal Meeting between Neighbourhood Council representatives and 4The Youth:</u> JP explained that Candice Coveney took over from Melanie Stowell as the HDC Youth Officer. Unfortunately she has been off sick so JP arranged an informal meeting with 4TheYouth and the three Neighbourhood Councils on 13/1/20. Dean Sweet is the lead Youth Worker of 4 The Youth; Paula Lintott and Nikki Skilton are the main youth workers. They engage with the Neighbourhood Wardens and Police and signpost issues if necessary. The Costa project failed so the Snack Wagon, which is owned by HDC, is being used as a Hub. At the moment 4 The Youth are running within the budget which mainly covers the Youth Workers’ salaries and are confident of continuing to provide a good service. 4TheYouth are trying to find premises in the town centre as they consider it is important to provide a safe space for young people to meet. The full report will be circulated to members. <u>Former Youth Centre, Hurst Road:</u> JP said there is a covenant on this site that it must be used for Youth services. MM commented that it is owned by the Boy’s Brigade and the Trustees have an interest in it so that if the site is developed they expect an alternative site to be found. Don Burstow is one of the trustees (also a trustee of the Phoenix Club). JP is aware that the building is being used as an office. FH suggested that an assessment as to what is needed and by whom is required. ACTION: MM to check the situation with the Trustees.
8.6	Community Services – Older People Horsham District Older People’s Forum: The next meeting is on 4th March in Shipley.

8.7	Highways and Transport <u>Hospital Car Park:</u> The new payment machines are not yet operational as they are awaiting software from HDC. TM has asked Ben Golds/HDC for an update. <u>Local Cycling & Walking Infrastructure Programme; (LCWIP ‘else-whip’):</u> The report is still being prepared by WSP which will include improvements for the routes. Once the draft has been agreed with stakeholders, a consultation exercise will be undertaken through the HDC website. The LCWIP and the routes are referred to in Infrastructure Delivery Plan of the Local Plan Review. <u>Pondtail Road:</u> Following the site visit the resident, who raised the railway bridge problem has asked advice from WSCC on how best to take the matter forward. HDNC was asked to contact Network Rail to register our reasons for concern but, as expected, Network Rail has stated that the responsibility lies with WSCC Highways. MM suggested that one solution would be to make the road one-way so that one direction has priority, but WSCC has refused this option in the past. <u>Gordon Road TRO:</u> TM contacted Steve Douglas/ WSCC Highways who advised that the delay is in getting a CAD drawing for the build-out. Discussion is taking place whether to progress the work forfeiting the build-out. <u>Boldings Brook Footbridge:</u> The bridge has still not been repaired & gaps in the planks are not fully protected. Reminders have been sent to Highways by Cllr. Morwen Millson & HDNC. ACTION: MM to chase up with Highways. <u>Hills Farm Lane Bollard:</u> Yet another bollard has been knocked over & was reported on 23rd December; barriers were but in place but have fallen over & not been replaced despite several requests. <u>CPZ Blackbridge Lane:</u> The proposal to remove parking bays opposite the Co-op exit is part of a group currently with the Traffic Regulation Order Team waiting to be taken forward. It is hoped it will be advertised next month and depending on the number of comments received may be able to proceed without the need to return to the CLC.
8.8	Communications Nothing to report.
8.9	Park/Countryside and Leisure <u>Green Flag:</u> HDC is proceeding with an application to achieve Green Flag status for Horsham Park. <u>Information Map for Horsham Park:</u> After several revisions the map is nearly ready to be

	printed. <u>North Parade car park:</u> JP reported that where greenery had been cut back the bins are now exposed which looks unsightly. ACTION: TM to contact HDC.
8.10	Emergency Plan <u>Gritting:</u> WSCC has withdrawn its decision to reduce the number of roads to be gritted in severe weather. <u>Boldings Brook Flooding:</u> In December the river overflowed its banks for the first time since March 2016 in the Hills Farm Lane area. The work done at Warnham Nature Reserve to increase water storage had helped but the storage capacity was full for about 8 hours, hence flooding along the Riverside Walk.
8.11	Police / Neighbourhood Wardens <u>Neighbourhood Wardens:</u> Darren Worsfold has been appointed as the new Supervisor, starting 14th January & will be introduced as soon as he is settled. A request has also been made for the Wardens to attend a Denne meeting to give an annual summary but this will need to fit their shift pattern. <u>Neighbourhood Wardens December Report:</u> This was circulated prior to the meeting. IB said the main points were the increase in drug use and littering and problems in the Forum car park. Cllr. FH said she had spoken to PCSO Adrian Bell who advised that non-residents of the flats had been forcing the gates to gain entry. He advised that a more secure gate and CCTV had been installed. <u>PCC Focus Group 25th February:</u> IB will attend. ACTION: Members to forward any issues they wish to be raised.
8.12	Town Centre <u>Meeting 10/12/2019 with Clare Mangan:</u> the main points discussed related to meeting with the BID steering group as soon as possible in connection with the Neighbourhood Plan; & proposals to change the East Street TRO to include Park Place & extend the pedestrianised hours. Notes have been circulated. <u>Business Improvement District (BID):</u> A public meeting has been advertised by Eventbrite for 30th January <u>East Street:</u> HDNC reported to HDC that drivers are still removing the bollards in order to gain access when the road is closed to vehicles. <u>Christmas Lights:</u> The highlight was the Year of Culture 'Light Up Horsham' projection shows

	in Market Square. The display under the new contract seems to have been well received & it was noticeable that the approach to town from the Bishopric had more impact.
8.13	HALC /CLC <u>Meeting Dates:</u> A decision was made in 2019 to vary the meeting days as they have always clashed with the monthly meetings for some Parish & Neighbourhood Councils. Unfortunately the date in June will coincide with the Denne meeting; however we have been assured we can send a written submission in response to any relevant agenda items.
9.	HTCP <u>Warnham Road Pedestrian Refuge Community Highway Scheme:</u> This scheme, put forward on behalf of HTCP, has been accepted to go forward to the Design Programme for 2020/1 – further progress will depend on feasibility. <u>HTCP Directors Meeting 15.1.20:</u> IB attended the meeting and the mains points were: Mobility Scooters: Horsham railway station has offered to give training for mobility scooter users at the station Riverside Walk Event: This will take place on 11th July and John Lee will lead it. Heritage Trail: This is to be launched in the Spring and the Horsham Society will lead the trails.
10.	Horsham Blueprint Neighbourhood Forum The Steering group has had several meetings revising the draft of the Neighbourhood Plan & will meet again on 21st January hopefully to finalise the Plan & arrange how the statutory consultation will be organised.
11.	Members’ Questions and Comments <u>New bench in Hills Farm Lane:</u> IB said that he and his neighbours want the proposed bench positioned by the footpath rather than near the road as they are concerned about anti-social behaviour. TM commented that its original purpose was to serve the route into town along Guildford Road. ACTION: TM to investigate progress.
12.	Reports from District and County Councillors HDC Cllr. Peter Burgess PB gave his report at the start of the meeting as he had to leave early. <u>Rookwood Golf Course:</u> The Golf Course is not making a sufficient profit and golf in general

is in decline. The site could accommodate around 1000 houses but at the same time increase 'greening and wilding' of the area. Consultants are currently looking at the site.

HDC Local Plan: There is a meeting on 23rd Jan which will look at how to maintain the 5 year supply of housing. Long term sites will be looked at e.g. West of Ifield.

There will be a Cabinet Meeting on 30th Jan which will just look at the proposed sites; the public and Neighbourhood Councils can attend.

Drill Hall: The decision appears to have been made in a rush. Cllr. Jonathan Chowen believes there has been enough consultation. It is not an attractive building, costs approx. £50k a year to run and is in a poor state. Refurbishment would cost £1 million. It is poorly used and mainly used by people who don't live in Horsham. Some of the current users will move to the Highwood Community Centre or other halls. A list of other spaces in Horsham that could be used has been compiled. The company set up by HDC to build affordable houses will build 'council' flats on the site. The reason it needs to be done now is due to the budget deadline and could save £230k.

The question of if it would be possible to retain the façade was raised, but PB said this was not feasible.

TM commented that the new Highwood Community Centre would be inaccessible and would not be suitable for Town Centre festivals and events. TM would like to know the size and cost of the other available spaces.

CO said that the Drill Hall is ideal for Aspire Adult Education courses as it is easy to get to on foot. The Highwood Centre could only be reached by car.

PB added that 20 affordable flats could be built on the site. MM queried the parking and suggested putting parking underneath the flats.

HDC Cllr. Ruth Fletcher:

Forum problems: There is a Horsham Town PDAG meeting on 6/2/20 which will include discussing the various problems relating to the Forum e.g. steps, paving and lifts.

Albion Way Traffic lights: RF questioned why the traffic lights needed replacing again when new lights were put in fairly recently in 2014?

WSCC Cllr. Morwen Millson:

Blackbridge Lane speeding issues: The recent accident at the junction of Arunside and Blackbridge Lane caused damage to 5 cars. Local residents are very concerned about speeding along this road. MM met with Steve Douglas, WSCC Highways, who suggested installing 'speed loops' and submitting a Community Highways Scheme application. Residents also want the BT Box outside 47 to be moved as it blocks the view of drivers. The road is not suitable for using a speed gun but it might be possible to install a permanent SID. Residents

	will speak to the local schools about the problem but MM believes that speeding may be worst in the evening. CO commented that it is also a problem for drivers pulling out of Middleton Road due to the parked cars and overgrown trees. MM said she would look into this too. RF suggested that as some drivers are using the road as a short cut changes should be made so that is no longer a 'through' route. <u>Tanbridge Park parking problems:</u> This road will be included in the next CPZ survey. <u>Budget:</u> There is an increase in the Council Tax of 4.99% as a result of the County Council increase of 2.99% and the 2.0% levy for adult social care. There will be cuts to the family centres (there are currently 3 in Horsham). The Highways budget is to be increased by £1million. <u>East Street TRO:</u> There is a proposal to increase the closure hours to 10pm.
13.	Meeting closed at 9.15pm Next Meeting: 20th February 2020 Apologies in advance from Chris Osborne

Appendix 1:

Presentation on the services of Age UK Horsham District by Nicky Fuller, Rural Outreach Development Worker.

General Overview: Age UK Horsham District is the local branch of Age UK; it is independent and all money raised is just spent on the Horsham District. It is a partner to Age UK National which is responsible for research, the charity shops, national campaigns and providing a voice e.g. in parliament.

The aim is for the Horsham District to be a place where everyone can love later life, to combat loneliness and be the first port of call for older people.

Services and activities: In 2018/19 1924 people were supported in various ways by Age UK which is 10% higher than the previous year with the same number of staff. 54% of these people live alone.

The services include:

Free Information and Advice: In 2018/19 £815,941.59 went back to people in the District in the form of unclaimed benefits.

Home from Hospital: A team of volunteers provide practical and emotional support to older people who live alone. Last year 282 people were helped.

Home Visiting: This free service is for elderly people who are lonely, isolated and vulnerable. Last year 209 people were supported in the District with 35 volunteer visitors delivering 1393 hours of visiting. Volunteers are carefully matched with clients.

Help at Home: This is a paid for service which is run by three members of staff who between them work a total of 47 hours per week. There are 43 local home helpers who support an average of 346 clients every quarter, helping them to access reliable sources of help and support in their own home e.g. cleaning and shopping.

Local clubs and clubs for people with dementia: Age UK helps older people with dementia and their carers, offering 6 hours of respite through a day service 3 times a week in Horsham and Storrington.

There is a club based at Lavinia House which supports 200 local older people every month. The club has an award winning garden and offers various activities such as exercise classes, art classes, games and a cooked lunch.

The average age of Age UK members is 75. NF works hard to spread the word about Age UK and publicise the telephone number **01403 260560** which is the first point of contact. NF has links with the Neighbourhood Watch Co-ordinators and Neighbourhood Wardens.