

Horsham Denne Neighbourhood Council

Minutes of the Virtual Meeting held on 19th November 2020



Venue: Virtual Meeting held using Zoom

Item	Detail
1	Meeting Opened at 7.00pm and Welcome from the Chair
1.1	Presentation by PCSO Chris McCavish – cancelled for technical reasons. To be rearranged.
2	Attendance and apologies for absence: Attending – HDNC: Chair – Trudie Mitchell, Nigel Hillpaul, Judy Pounds, Ian Botting, Chris Osborne. WSCC Cllrs. Nigel Dennis (left 7.55pm), Morwen Millson (joined 7.30pm) Clerk – Sara Doy Apologies – HDNC: Rodger Whitefield, Gianni Lozzi, Wendy Woods HDC Cllr. Peter Burgess
3	Declaration of Members' Interests TM – Blueprint; IB – Horsham Town Community Partnership; MM – 4TheYouth; CO – Horsham District Older Peoples' Forum
4	Approval of Minutes from meeting held on 15.10.20 Approval proposed by JP, seconded by IB and agreed by all.
5	Matters arising from last reports and Action points All Action points had been dealt with or were in hand.
6	Chairman's Report <u>Attended</u> 19/10/2020 Town Centre Update (virtual) (see 8.13) 19/10/2020 Forest Neighbourhood Council Meeting – presentation from HDC Planning (virtual) (see 8.3) 21/10/2020 Affordable Homes, Duke's Square Presentation (virtual) (see 8.3).

	21/10/2020 Friends of Horsham Park AGM (virtual) (see 8.10) 22/10/2020 Green Flag Photoshoot (see 8.10) 23/10/2020 West of Horsham site visit (cancelled) 03/11/2020 Community Facilities Review Meeting with Consultants (virtual) <u>Future Meetings</u> 23/11/2020 Horsham Park Quarterly Meeting (virtual) <u>Rookwood update:</u> The Amended Proposal presentation report was circulated to members for comment. Thanks to those who contributed and their views were included in the response sent to HDC on 1st November. Jonathan Chowen responded saying the points raised gave more to think about and will be further considered with the evolving proposal - there has been no update since. <u>HDC and NCs Quarterly:</u> The notes from the meeting on 13th October have now been agreed with HDC and have been circulated to members. <u>Community Facilities Study:</u> After considerable discussion regarding the necessity for the NCs to meet the consultants, a virtual meeting was held between the Neighbourhood Council Chairs, Clive Burley, HDC and two of the consultants on 3rd November. It actually proved useful and established that the study will consider the District as a whole and Horsham Town as one entity comprising the un-parished area and North Horsham PC. The need to ascertain latent demand, accessibility (distance and public transport) and affordability was discussed. The report will not be applying an arbitrary standard for requirements on a population/area basis. <u>Public Realm Strategy:</u> The HDNC response was submitted on 27th October and circulated to members.
7	Clerk's Report <u>Broken metal fence next to Fire Station, Hurst Rd:</u> Update: SD established that the fence is the responsibility of HDC and contacted the Property Dept. and Parks Dept. They confirmed that quotes are being obtained for the repair work. JP added that the lighting is poor in this area so it could be dangerous. ACTION: SD to chase HDC. <u>Estate Agents Signs:</u> CO and TM reported signs that had been attached to street signs at Blackbridge Court, off Blackbridge Lane, Deer Way and Shandy's Close. SD contacted the relevant Estate Agents to request their removal. The Deer Way sign was removed but SD had to chase up the other estate agents. <u>Compliance enquiry re. 9 Trundle Mead:</u> Update: Compliance advised that no breach of planning control had been identified as the use of the garden room was considered to be ancillary to the main dwelling. It was suggested to the owner that they submit an application

	for a Lawful Development Certificate but there is no legal requirement to do this. <u>Resident Enquiry</u> Speed Watch for Ashleigh Rd: A resident who lives in Ashleigh Rd contacted HDNC regarding a new group which has been set up and completed the training to enquire if the NC could fund the equipment. SD explained that HDNC would not be in a position to pay for the Speed Watch equipment but suggesting contacting the Wimblehurst Road group to see if they could liaise with them.
	Reports from Members:
8.1	Finance GL provided the following report prior to the meeting: Payments made since 15.10.20 WSCC Invoice Clerk's October salary = £359.70 RW reimbursement of Zoom subscription = £14.39 Balance @ 19.11.20 = £4467.88 <u>Tree Warden:</u> Andrew Dickinson has continued to send in detailed responses to planning applications despite the restrictions imposed by COVID. He has dealt with 39 applications so far (the total was 36 for the whole of 2019). Last year we made a presentation of a £50 Amazon gift voucher. Members present agreed. <u>Clerk's Hours:</u> The work load and communication has proved more difficult and time consuming during COVID restrictions. Overtime has usually been paid as a cumulative sum at the end of the financial year as some months the number of hours worked has been below the agreed figure; but it is unlikely that this will happen this year. Therefore it is proposed to pay the total at the end of 6 months. Future arrangements: It is possible that the number of hours will be less in the second half year; but it may be best to postpone any permanent changes until the end of the financial year. HDNC cannot justify another pay rise so soon after May 2020, but it may be possible to increase Sara's hours on a regular basis if there are sufficient funds, otherwise it would be necessary to ask for an increase in the grant from HDC. Members present agreed. ACTION GL to produce a budget forecast for 2021-2
8.2	Section 106 and CIL No date has been arranged yet for the NCs to meet with HDC regarding the use of CIL

	contributions in the un-parished area and in the Local Plan.
8.3	Planning <u>Fire Station: WSCC/049/20:</u> Originally it was expected that WSCC would submit the application to HDC but it has been submitted by the WSCC Director of Property and Assets to WSCC Planning; HDC will be a consultee. HDNC was consulted and members have supported the application in general; however an objection has been submitted pending further information on details for emergency egress for north and westbound vehicles as well as the colour and reflective qualities of the proposed gold cladding; also a request for safety improvements to the roundabout on the A24 slip road. MM said she had attended the briefing earlier in the year but has not seen the detailed plans. ACTION: SD/TM to forward the HDNC October meeting notes and plans. <u>Sussex House:</u> Application DC/20/1696 and the associated application DC/20/1686 have both been refused by HDC. <u>Government Proposed Changes to Planning Legislation:</u> No response was submitted by HDNC. <u>Forest Neighbourhood Council Meeting:</u> TM attended the presentation from HDC on changes to the Planning system including the Government White Paper and recently introduced changes to Use Classes and Permitted Development. The presentation notes have been circulated to the HDNC Planning Committee. <u>Affordable Homes, Duke's Square:</u> TM attended a presentation to local HDC members on 21/10/2020 which proposed that the defunct garage building should be rebuilt as affordable housing. This proposal was well received and a suggestion made by Cllr. Peter Burgess to make more efficient use of the space was supported. <u>Global House Appeal:</u> Notification was received 18/ 11/2020 that the inspector has dismissed the appeal. <u>Burton Court Bins:</u> An amendment was submitted to DC/20/1226 which proposes a brick built fully enclosed structure which remedied most of HDNC's original concerns. Therefore no objection was submitted but conditions have been requested to cover any additional lighting requirements and the inclusion of recycling bins.
8.4	West of Horsham Development <u>Site visit:</u> Berkeley's introduced additional safety measures related to COVID so the visit planned for 23/10/2020 was cancelled. <u>Arun East Bell Mouth:</u> Discussions have taken place with Adrian Smith, Major Applications Team Leader HDC and David Gilchrist, Berkeley's Development Director to ensure that the desire route footpath from the north to the southern open grass area is retained, as well as

	reopening the Riverside Walk Path as soon as possible. ACTION: TM to send information to MM. Hills Farm Lane / Arun East junction: A light was out on a warning bollard on one of the central refuges; several calls were made before it was established that this area is still the responsibility of Walker's under contract to Berkeley's. The light has been repaired. Railings installed: Sturdy ground-to-ceiling railings have been installed under all three bridges which should prevent anti-social gatherings.
8.5	Community Services – Youth <u>Meeting of 4TheYouth, HDC and Neighbourhood Councils 20/10/20:</u> JP provided a report which was circulated prior to this meeting. The main points were: Youth Clubs: These are now meeting but with limited numbers. Snack Wagon: This has been stationed weekly at the Pump Track, Skate Park and Needles estate and other locations in Forest and Trafalgar; it acts as a Portable Youth Hub serving free hot chocolate, funded by HDC. Former Bensons' Bed shop: There is a possibility this could be used as a temporary Community Hub. Anti-social behaviour: The Youth workers regularly meet up with the Police, Neighbourhood Wardens, Schools and Social Workers to share knowledge of specific problems. Candice Coveney, the Youth Officer, confirmed that funding is available from the Special Charge for the Youth Provision for next year subject to agreement from the NCs. CC is about to go on maternity leave, so Nick Jenkins will be the contact. The next meeting will be in early 2021.
8.6	Community Services – Older People <u>Horsham District Older People's Forum:</u> A virtual meeting was held for stakeholders on 12th October The main points were: Covid19 Support Hubs: It has been suggested that Neighbourhood Watch could be involved. Age UK: Lavinia House has undergone redecoration and reorganisation of the facilities. It reopened on 13/10/20. There is no community transport available at present. MP's Question Time: A virtual public invitation meeting was held on 9th November with Nick Herbert, MP for Arundel and South Downs answering pre-submitted questions. This went well and it is hoped to hold another session with Jeremy Quin next year. The next HDOPF virtual meeting is on 7/12/20.

8.7	Community Services – NHS and Social Services Nothing to report
8.8	Highways and Transport <u>Pop-up Cycle Lane Albion Way:</u> WSCC issued a notice on 3rd November that all the temporary lanes are to be removed. ND informed HDNC that the Chichester scheme has been called in which will provide a slight delay in the withdrawal of that scheme being implemented. The Shoreham scheme also may be called in although I am not aware that anyone is calling in the withdrawal of the Horsham scheme. It would only be if the other schemes are all on the same traffic order that the delay from one being called-in would affect the withdrawal of the others. The Chichester one doesn't affect it. <u>LCWIP:</u> The amended document was received 30th October and circulated to members. The main change seems to be a reference to the need for routes to link in the town centre. <u>Pondtail Road:</u> Martin Bruton informed HDNC and NHPC that the Bank Works have been done; this enables use of the full width of the very narrow pavement. MB also reported that the Community Highways Scheme application form has been submitted; if approved the give-way system will create a permanent solution to the lack of space for pedestrians under the bridge. <u>Gordon Rd:</u> After seven years of discussion and consultation with WSCC about safety measures, Wimblehurst Road Residents' Association have finally seen a one-way system installed in Gordon Road. (See item 12) <u>Hills Farm Lane Area:</u> Refuse Bin - HDC installed a bin by the bench opposite Wells Close on 16th October Love West Sussex Reports: 1) Damaged bollard – One of the warning bollards on a build-out near Meadvale has been broken. 2) Broken kerb at Meadvale / Hills Farm Lane junction – repair should be done by end December Overgrown Vegetation near Fellcott Way– WSCC has issued clearance orders. Fellcott Way Broken Street Name Sign – HDC will repair but not replace due to economies. <u>New website for potholes:</u> TM advised that this is being trialled. All other Highways problems should still be reported on the Love West Sussex website. <u>Various road works:</u> JP raised the issue of possible traffic problems due to major Highways work being carried out simultaneously on the Robin Hood roundabout, groundworks starting at the Novartis site, Parsonage Road railway upgrade and Highways work on the Rusper Road

	roundabout for the new Bohunt School. MM commented that the Rusper Road roundabout TRO details had been misleading as it implied that work could take 18 months when it should only take 5 to 6 weeks. The Novartis site work will take about 5 months, starting week commencing 23/11/20. But hopefully it will not cause much disruption to the roads.
8.9	Communications <u>HDNC Social Media:</u> NH reported that Twitter has 210 followers and the Facebook page has regular views.
8.10	Park/Countryside and Leisure <u>Green Flag Photoshoot:</u> TM attended the meeting in the Park on 22/10/2020. <u>Friends of Horsham Park AGM:</u> TM attended the virtual meeting 21/10/2020. The group continues to be very active; Sally Sanderson reported on various promotions and the work of volunteers as well as the need for investment and protection in the future and involvement with other “green” groups. The meeting ended with a presentation by Pete Crawford, HDC Parks and Countryside Manager on his vision for the Park. <u>Lockdown:</u> The Park is facing different challenges from Lockdown 1 and some areas such as playgrounds have been allowed to remain open. The main problem is the insistence of the police to close the seating areas near Kaya Café as the café is only allowed to offer a takeaway service – this has caused many complaints.
8.11	Emergency Plan/ Winter Maintenance Nothing to report.
8.12	Police / Neighbourhood Wardens <u>Steering Group Meeting 17/11/20:</u> IB attended the meeting and his report was circulated prior to the meeting. The main points were: Covid19: There has been a problem with school children on their way home not keeping to the social distancing rules so letters are being sent to parents. The BT Telephone exchange car park in North Street has been identified as a possible vaccination centre. Forum Car Park: Three new CCTV cameras have been installed due to the increase in anti-social behaviour. Cycling: No Cycling signage is to be improved in the town. Noise: Due to complaints about unacceptable noise in residential areas e.g. Pump Track, signs have been put up.

	Scams: People dressed as Super Heroes collecting for charities in West Street were discovered to be frauds. Public Space Protection Orders: Darren Worsfold, Warden Supervisor, is drawing up a new PSPO for review by HDC and the Police to be implemented in January 2021. This will include making it an offence to consume alcohol and cause noise and nuisance in the Causeway and the Garden of Remembrance; anti-social behaviour will be an offence in the town car parks and stairwells.
8.13	Town Centre <u>Meeting Clare Mangan 19/10/2020:</u> TM and JP attended a virtual meeting mainly to discuss the impact on Horsham of the Pop-up Cycle Lane and the effect of COVID on businesses. Detailed notes have been circulated to members. <u>Former St Catherine's Hospice Shop, East St:</u> NH advised that this is to be replaced by a Beer Shop. He queried if there should be a Change of Use application. ACTION: SD to check. <u>Pirie's Place Lights:</u> TM tried to report 4 street lights in Pirie's place were not working and discovered that these are still the private responsibility of Reef Estates. <u>Pirie's Place Car Park Living Wall:</u> There have been problems with the watering system on the main wall but the section overlooking Park Way first reported to HDC in April has still not been fixed and there is no known date for the work. HDC are looking to change the maintenance contractors.
8.14	HALC /CLC <u>CLC TRO's:</u> WSCC sent a list of possible TRO schemes and asked NC's and PC's to send any comments to the relevant local Councillor. HDNC support the application for additional yellow lines in Tanbridge Park. <u>Annual Meeting of HALC and HDC 21/10/20:</u> The minutes and report from IB were circulated prior to this meeting. The main points were: Local Plan: HDC confirmed that they are objecting to the increased housing requirement and a protest march on Downing Street is a possibility. Environment: HDC want to be carbon neutral by 2030. Rewilding: HDC are working with parishes and landowners to encourage rewilding but there is an imbalance trying to protect the environment and meet the demand for housing.
9.	HTCP <u>AGM 18/10/20:</u> Notes from IB were circulated prior to the meeting. The main points were: Chairman: David Searle has agreed to continue as Chair until the next AGM. Maintenance Grant from HDC: This is under review and may be less than last year.

	Bus Map: This is complete and will be displayed in the notice board outside the station. Other locations are to be identified. Public Realm Strategy: HTCP has been invited to join stakeholder meetings with Adam Chalmers and the Neighbourhood Councils.
10.	Horsham Blueprint Neighbourhood Forum Regulation 16 consultation: The closing date was 2nd November. HDC are processing 20 representations. Examination: The next stage is the independent examination of the plan by an inspector and HDC has issued a contract Derek Stebbing. He will decide on whether to undertake the examination through written reps or a hearing session (this is unlikely but nevertheless possible) and he will probably make a unaccompanied site visit to Horsham. The examiner will issue an examination note which will invite further representations from selected bodies which will probably be the Blueprint Steering Group and HDC. The examination may start in two weeks subject to the legal contracts being completed and any responses once the examination note has been issued.
11.	Members' Questions and Comments Town Council: IB said he wished to open a debate about having a Town Council instead of Neighbourhood Councils as he did not feel the NCs have enough say, particularly in view of the Rookwood proposal. TM said that it was not a simple matter and suggested that IB research information on the Government website to know what is involved. It should be an easier process if the Neighbourhood Plan is approved.
12.	Reports from District and County Councillors WSCC Cllr. Nigel Dennis (ND gave his report earlier in the meeting as he had to leave early). Hurst Road flooding: Due to the heavy rain there have been problems with flooding and drainage. The Royal Mail service road was badly flooded. The contractor has been commissioned to clear the leaves and check for blockages. Gordon Road No entry: (see also item 8.8) The markings have been put in but there was a delay before the No Entry signs were installed. JP reported that there is a drainage problem resulting in flooding of the cycle lane. ND will check. JP added that a Cycle exemption sign still needs to be installed. CLC: There is to be a private meeting (public not included) next week. HDNC was sent the TRO list for comment and ND expected at least 3 to get through. TM confirmed that HDNC supports the TRO for Tanbridge Park. TM asked if there was an update on Community Highways Schemes. ND replied that they

	have been deferred for submission until next March. MM commented that they may be one of the cuts due to the WSCC budget shortfall, but hopefully the ones that have already been designed will still be implemented. ACTION: 1) SD to confirm 2) MM and Peter Catchpole to check the situation regarding the submitted CHS for Blackbridge Lane and Pondtail Road. WSCC Cllr. Morwen Millson <u>Retirement:</u> MM advised that she will not stand again at the election next May; she has been a Councillor for 32 years. John Milne will stand for the Liberal Democrats at the next election and is keen to attend future HDNC meetings as an observer. TM thanked MM for all the support she has given HDNC and said she will be missed. <u>Free School Meals:</u> There are over 1000 children in the Horsham District who qualify for free meals. The government decided not to extend the scheme to the half-term holiday so some local restaurants and take-away outlets offered free lunches. Only one family asked for a free meal. WSCC will help to identify families in need of help over the Christmas holidays and possibly Easter holidays next year. <u>Budget:</u> There is a shortfall of £43million for the current financial year. £20million pounds in savings are proposed in order to avert a S114 order. The proposed cuts are Community Highway Schemes, CLC; and reduced availability of disabled bus passes. Two out of the eleven waste recycling centres will close. The cause of the shortfall is mainly due to a decrease in income and the increasing cost of Children and Adult Care services. <u>#ShopSussex:</u> This initiative has been introduced by WSCC to encourage residents to buy from local shops and businesses.
13.	Meeting closed at 9.00pm Next Meeting: 17.12.20 Apologies in advance from JP