

Horsham Denne Neighbourhood Council

Minutes of the Virtual Meeting held on 18th February 2021



Venue: Virtual Meeting held using Zoom

Item	Detail
1	Meeting Opened at 7.00pm and Welcome from the Chair
2	Attendance and apologies for absence: Attending – HDNC: Chair- Trudie Mitchell, Nigel Hillpaul, Gianni Lozzi, Judy Pounds, Ian Botting, Chris Osborne, Wendy Wood HDC Cllrs. Peter Burgess, Frances Haigh, Ruth Fletcher WSCC Cllrs. Nigel Dennis (left 8.00pm) Clerk – Sara Doy Apologies – HDNC: Rodger Whitefield; HDC Cllr. Belinda Walters; WSCC Cllr. Morwen Millson
3	Declaration of Members' Interests TM – Blueprint; IB – Horsham Town Community Partnership;
4	Approval of Minutes from meeting held on 21.1.21: Approval proposed by JP, seconded by NH and agreed by all. Amendments to minutes of meeting held on 17.12.20: Item 8.14/Wilder Horsham District, should read: Richard Black acts as a landowner adviser and Henri Brocklebank responds to planning matters.
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>Meetings Attended</u> 26/01/2021 Neighbourhood Councils' Quarterly Meeting with HDC (virtual) 02/02/2021 WSCC Planning Committee – Fire Station application (virtual) (see 8.3)

Future Meetings

22/02/2021 Un-parished Group Meeting arranged by David Skipp

26/02/2021 Gatwick update

08/03/2021 Neighbourhood Warden Recruitment t.b.c.

Rookwood update: Following the presentation of the latest amendments the Neighbourhood Council Chairs discussed how to respond. It was decided that each NC should respond separately to HDC and a joint response would be sent to WSCT confirming we still object to the proposal to include Rookwood in the Local Plan.

HDNC has sent objections to both Strategic Planning and Jonathan Chowen. These have been circulated to members. All present agreed that the objections should be available to the public on the HDNC website.

ACTION: TM to discuss with RW (HDNC website administrator).

Quarterly Meeting: Following Cllr. Peter Burgess's resignation as Cabinet Member for Horsham Town, Jonathan Chowen, Deputy Leader represented the elected Council. The agreed notes have been circulated to members; main points concerned Community Facilities (the Drill Hall, the future of the Highwood Community Centre and the Consultants' Report on Horsham Town); updates on timing for the Local Plan, Council elections and Neighbourhood Plan Referendums, the Public Realm Strategy and The Forum resurfacing.

Drill Hall update: This was discussed at the Quarterly Meeting and the interested groups are at different stages regarding submitting a proposal.

Adam Chalmers has since confirmed there are only 3 interested groups in addition to the original HDC proposal to demolish the hall and build affordable housing.

Conservation Area: A response was sent to HDC on 2nd February supporting the creation of a Conservation Area based on Norfolk Square.

Circulation List: There have still been some incidences of members not replying to the correct addresses for e-mails: either omitting people who should receive the message, or including people or organisations that should not. Members are asked to take care in order to avoid embarrassment.

Constitution: In view of the interest created by the Handforth Parish Council Meeting it is an appropriate time for the Neighbourhood Councils to review our joint Constitution to ensure it complies with current legislation.

Our Clerk has contacted HALC for advice and has been recommended to raise the matter with HDC Democratic Services; however this has to be discussed first with the other NCs.

Membership Enquiry: Information has been sent to a resident who expressed interest.

7	Clerk's Report <u>Resident Enquiries:</u> Waitrose/John Lewis underground carpark: A resident of Mitre Court (who contacted us previously about the Sainsbury's Click and Collect light pollution issue) asked for advice about whom to contact regarding an ongoing noise problem from the John Lewis underground carpark, possibly from some sort of air-conditioning equipment. SD suggested the resident report the issue to HDC Environmental Health using the online system. Highwood Play Area: A resident reported that the play area, off the footpath to Tesco, had become unusable for long periods due to mud and puddles, and asked if it could be brought up to the standard of other play area on Hills Farm Lane. SD contacted HDC Parks Dept. who said they would visit the site and see what is required. <u>Dirty Bus Shelters in Hills Farm Lane:</u> Two bus shelters in Hills Farm Lane which are in a filthy state. SD asked HDC Property Dept. if they could arrange for the shelters to be cleaned (HDC previously arranged cleaning three years ago). Members were asked to look out for any other bus shelters in our area in need of cleaning. <u>Sewer works:</u> HDNC received an email from Clancy (contractor for Southern Water) giving warning of forthcoming installation of a new sewer starting in Warnham Rd. But it turned out that the work affected two bridle paths outside of the HDNC area. SD sent a map showing the PC and NC boundaries for future reference.
	Reports from Members:
8.1	Finance GL provided the following report: Payments made since 21.1.21 WSCC Invoice for Clerk's January salary = £352.27 RW reimbursement of Zoom subscription = £14.39 Balance @ 18.2.21 = £2856.79
8.2	Section 106 and CIL Nothing to report.
8.3	Planning <u>Fire Station WSCC/049/20:</u> TM attended the virtual meeting for the Planning Committee and gave a presentation objecting to the gold cladding and asking if anything could be done to improve the Highwood junction. Fortunately the Committee agreed that the cladding is not suitable and the application was approved with a condition to submit an alternative cladding acceptable to representatives of the committee. Nothing can be done regarding access as

	part of the planning decision but it raised awareness of the problems (see below). <u>Kaya Café DC/21/0037:</u> HDNC submitted an objection to the application but as yet the applicant has not corrected the errors in the plans submitted namely the inclusion of a roof. There is also concern that the construction is forcing customers to queue on the path causing overcrowding for other users of the Park. HDC Environmental Health had made an inspection and was satisfied with the arrangements but will be undertaking further checks. <u>North of Horsham DC/21/0066:</u> It is surprising that HDNC was consulted on this application as it has no impact on the Denne area; however we were not consulted on other applications which have more relevance such as DC/20/2509 for building the footbridge over the A264.
8.4	West of Horsham Development <u>Arun East Bell Mouth:</u> Berkeley's have agreed to reinstate the footpath and have submitted a draft proposal to HDC for the crossing and dropped kerbs, which has been agreed in principle WSCC Highways. It will form part of the bus gate planning application. <u>Riverside Walk Footpath Reopening:</u> Berkeley's are still delaying and will be chased.
8.5	Community Services – Youth <u>Youth Provision Meeting 28/1/21:</u> JP and WW attended the virtual meeting with HDC, 4TheYouth and the other NCs, and notes were circulated prior to this meeting. JP commented that there has been an increase in anxiety in young people transitioning to secondary school and also some Collyer's students are finding it hard to engage. The contract will be up for tender in 2022 and this needs to be discussed with the other NCs. WW explained that the 'Real Love Rocks' course to be run by 4TheYouth is about helping young people to build positive relationships. JP said all three NCs agree that 4TheYouth are working well.
8.6	Community Services – Older People <u>Horsham District Older People's Forum Committee Meeting 17/2/21:</u> CO attended the virtual meeting and notes were circulated prior to this meeting. <u>Whistle Stop Arts:</u> This provides talks and virtual visits including the National Trust and museums e.g. Horsham Museum. https://www.whistlestoparts.org
8.7	Community Services – NHS and Social Services <u>WSCC Childrens' Services:</u> The Ofsted inspection will be in May instead of this term. <u>Integrated Front Door:</u> WSCC are introducing a single telephone number for all children and families who need advice relating to Children's Services. <u>Supported housing project:</u> SD was emailed by the YMCA regarding a 7-bed supported

	housing project for young people under 30, at a location in North Horsham, with a request to publicise the service. WW passed the details to her colleagues at WSCC.
8.8	Highways and Transport <u>Albion Way Crossing:</u> The pedestrian crossing opposite London Rd has been closed for 4 weeks to allow for essential gas works. There was no notification from WSCC to HDNC and the subway is not a suitable alternative for all users. TM contacted RF who found that HDC had not been informed and she is pursuing the matter with WSCC. RF was informed that the contractor would finish the work by 3/3/21. ND confirmed that he had not been informed about the work. Talbot Lane Closure: Note this is closed for maintenance work. This will be closed for a considerable time due to work required on a boundary wall. ACTION: SD to check if HDNC was notified. <u>Springfield Road:</u> There is a problem with the pedestrian signs in the signalised crossing near Albion Way as the green man sign in the centre of Springfield Road is clearly visible from Albion Way but only applies to the second half of the crossing and the red man for the first half of the crossing cannot be seen from this side. WSCC engineers are investigating what can be done legally to realign the signage. <u>Potholes:</u> The new reporting system introduced by WSCC is not working properly and will not allow access. Love West Sussex is currently the only on-line option. <u>Highwood Roundabout:</u> It was hoped that the safety problems at this junction could be resolved as part of the Fire Station construction but it has to be treated separately. WSCC are loath to spend money on the junction as its design was approved but photographs taken from the footbridge have raised awareness that the sightlines are not good. The Highways Manager has now spoken to colleagues and will be undertaking a site visit next week. IB reported that he witnessed a near collision at the roundabout. ACTION: IB to email TM with the details. TM to inform WSCC Highways RF had been in contact with Mike Thomas/WSCC who has not yet confirmed a date for a site visit with local representatives. She has suggested narrowing the lane as a solution. TM has enquired if Sustainable Transport S106 money held by WSCC could be used. <u>Pondtail Road Community Highway Schemes:</u> The scheme scored well in the initial assessment and the Improvements Team are now determining how many schemes from across the County can delivered within the budget. <u>Hospital Car Park:</u> An update from the Facilities Services Manager states that following internal approval in December there have been some delays in submitting the planning application. A Transport Consultant has been engaged to confirm the proposal does not have an adverse impact on vehicle flow within the site and on Hurst road.

	The plan will be presented to the tenants on 26th February and afterwards details will be sent to external stakeholders. This timescale will hopefully coincide with the submission of the planning application. <u>Hills Farm Lane Hedge:</u> The overgrown hedge has now been cut back sufficiently to allow full use of the path.
8.9	Communications <u>Newsletter:</u> see Item 10
8.10	Park/Countryside and Leisure <u>Horsham Park:</u> There have been several projects in progress: 1. Long grass: One of the action points in the Park management plan is to include areas of long grass. An area in the northwest corner has been proposed for a trial as it has less use than some parts of the Park. Signage will be put up to explain the benefits of not cutting the grass, but some complaints are anticipated. 2. Bonded Rubber Mulch: This material has been used successfully on some paths in the Park. HDC is proposing to use it as a surface in the picnic bench area opposite the café. This would solve the problem of wear and tear on the grass, as re-seeding and bark mulch have not been successful. It is kind to the tree roots as it can be laid on top of the existing ground. HDNC has approved in principle but commented that it looks very bare and urban; the inclusion of some shrubs would make the area appear more natural and part of the Park. JP suggested signage designating it as a Public Picnic Area. All present agreed. ACTION: TM to inform HDC Parks Dept. 3. Park House Garden: The Yew hedge has been cut back considerably opening up the area: there are public notices explaining the rationale. 4. Skate Park: Some of the ramps were closed for Health and Safety reasons prior to the 2021 lockdown. Unfortunately the weather has not been suitable for the necessary repairs to be done and the amount of anticipated safety work has increased; the northern area will be reopened as soon as repairs have been done and COVID rules permit. A number of users were ignoring closed signs and still using the park so a temporary fence was erected on 3rd February. <u>Security Improvements:</u> The Parks Department has secured capital funding to improve security at green spaces that have suffered traveller invasions. In the Denne area measures will be taken in Spring 2021 at the Needles Recreation Ground, Hills Farm Lane, and Horsham Park. The Needles area alone requires 300 hardwood bollards around the perimeter and

	some drop down bollards for maintenance access. <u>Hills Farm Lane/Riverside Walk Boundary:</u> HDC has always assumed responsibility for maintenance of the trees, shrubs and fences on the west side of Hills Farm Lane but it now seems that a wider section from the road edge actually is WSCC land so maintenance has become a problem. There is an official gap in the fence allowing pedestrian access down onto the Bolding's Brook floodplain area but the post supporting the fence has rotted. This is needed for a handhold in muddy conditions and should be replaced.
8.11	Emergency Plan/ Winter Maintenance Nothing to report.
8.12	Police / Neighbourhood Wardens <u>Neighbourhood Warden Vacancy:</u> There were no internal applicants so the job was advertised externally. Darren Worsfold, Neighbourhood Warden Supervisor will produce a shortlist and it is hoped that the interviews will take place on 8th March.
8.13	Town Centre <u>Bicycle Racks:</u> NH provided photographs of the locations in the town centre. RF responded with some suggested locations and hopes to be able to provide a list soon. <u>Bicycle Repair Station:</u> HDC has suggested installing a repair station in Pirie's Place Car Park as there is some money left from the car park development that could be used. RF was asked if they are successful and replied that one in Crawley is very popular but they need to be in a well-used public location rather than a car park.
8.14	HALC /CLC Nothing to report.
9.	HTCP <u>Rookwood:</u> HTCP will be submitting an objection to the proposal.
10.	Horsham Blueprint Neighbourhood Forum The Examiner has issued his Report on Horsham Blueprint Business Neighbourhood Plan 2019-2036 in the form of a "fact check" version which allows HDC and Blueprint to respond just on any factual errors. The Examiner has recommended that the Plan, once modified, proceeds to referendums (Residential and Business). Remarkably there are very few

	requested minor modifications, all of which are acceptable to Blueprint. Once the modifications have been made and a date decided for the referendums there will need to be as much publicity as possible. This is partly to ensure the public understand the difference between the Neighbourhood Plan and the HDC Local Plan. It was suggested that each Neighbourhood Council does a combined newsletter with Blueprint information on one side. HDNC members were asked to approve a joint newsletter and the majority agreed on the assumption that Blueprint would be able to contribute to the cost.
11.	Members' Questions and Comments <u>Constitution Review</u>: NH offered to help.
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): <u>Gordon Road</u>: The drainage problem is in hand. <u>Springfield Road</u>: The recent closure was due to emergency gas works. <u>Robin hood roundabout</u>: The broken fencing that has been reported is due to the recent removal of trees which were holding it up. The fence will be reinstated when the work is completed. <u>Guildford Road</u>: Forthcoming gas works could cause traffic disruption. HDC Cllr. Frances Haigh <u>S106 and CIL</u>: FH is trying to get answers from HDC regarding use in the un-parished area. <u>HDC Budget 2021/22</u>: This has been agreed and a forecast worked out. <u>Local Plan</u>: There has been a further delay due to waiting for statutory consultees to respond. HDC Cllr. Peter Burgess <u>Parking</u>: TM said she had heard that HDC wants to take over responsibility for parking standards relating to Planning Applications from WSCC. PB explained that most members are not happy that WSCC are the statutory authority for responding, in view of the increasing demand for on-street parking. Arun District Council operates its own system for parking requirements. The Overview and Scrutiny PDAG has agreed a new Parking Standards matrix to calculate how many off-street parking spaces should be allocated per property and this

	will be taken forward. <u>Drill Hall:</u> PB spoke of the need for facilities for armed forces veterans and Air Cadets. April is the deadline for bids to be received. Royal British Legion has already submitted an application. <u>Duke's Square affordable housing:</u> There is a revised proposal to build in the square and HDNC should be consulted. <u>Outside HDNC area:</u> <u>Pot Holes:</u> Worthing Road, from the Hop Oast roundabout into Horsham (Southwater PC) is in a terrible state. Some pot holes that had been filled are falling apart as they had not been sealed around the edges. <u>Littlehaven Level Crossing:</u> Work to extend the platform to allow for 12 carriages is to start next year.
13.	Meeting closed at 8.35pm Next Meeting: 18.3.21