

Horsham Denne Neighbourhood Council

Minutes of the Virtual Meeting held on 21st May 2020



Venue: Virtual Meeting held using Zoom

Item	Detail
1	Meeting Opened at 7.30pm and Welcome from the Chair
2	Attendance and apologies for absence: Attending – HDNC: Chair – Trudie Mitchell, Gianni Lozzi, Judy Pounds, Ian Botting, Nigel Hillpaul, Chris Osborne, Rodger Whitefield. HDC Cllrs. Ruth Fletcher, Frances Haigh, Peter Burgess (joined 8.20pm). WSCC Cllrs. Nigel Dennis (left 8.15pm), Morwen Millson Clerk – Sara Doy Apologies – None
3	Declaration of Members' Interests TM – Blueprint; IB – Horsham Town Community Partnership;
4	Approval of Minutes from meeting held on 16.4.20: RW and CO were omitted from the list of attendees. ACTION: SD to amend. Approval proposed by RW, seconded by IB and agreed by all.
5	Matters arising from last reports and Action points Item 8.1 Finance: SD to check with the Church regarding the hall hire since the Church closed on 23.3.20 due to government Covid19 guidelines.
6	Chairman's Report <u>Meetings Attended</u> 18/05/2020 Horsham Green Spaces (Virtual) (see 8.9) 19/05/2020 Neighbourhood Council Quarterly Meeting with HDC (Virtual) 19/05/2020 Blueprint AGM (Virtual) (see 10) 21/05/2020 New Parks and Leisure Manager (Virtual) (see 8.9)

Future Meetings

None

Coronavirus:

The pandemic continues to disrupt the lives of everyone and all meetings have been cancelled unless they can be held remotely. Nevertheless work is continuing especially regarding planning applications.

All agreed that the communications from HDC regarding local information about Covid19 measures had been very helpful.

IB asked if there was a figure for the number of Covid19 related deaths in Horsham. An up to date figure was not known, or if any local care homes had been affected.

ACTION: TM to contact HDC/Nick Jenkins for information.

Neighbourhood Council Quarterly Meeting with HDC

The meeting took place via Zoom – minutes will be circulated to members.

Main matters discussed included updates on the Local Plan including alternative options for Rookwood; the Public Realm Strategy and Community Halls Consultation. HDC was praised for its performance during the Coronavirus Crisis in caring for vulnerable people in the community and communicating information.

Potential Members

Response from Newsletter: Our Clerk is keeping in contact with 4 people who expressed interest in joining HDNC. It is hoped they will be able to join us at a meeting soon.

Our District Article: Thanks to HDC for organising an article promoting all the Neighbourhood Councils in the Our District Magazine due to be published 1st July.

Community Assets Review

Project Brief: The brief has undergone many changes following criticism that the original displayed bias against the Drill Hall that was likely to prejudice any outcome. Many of the suggestions put forward by HDNC have been included in the revised version which has now been sent out for tender; no consultant has been appointed yet.

St Peter's Hall: The future of St Peter's Hall was queried following the news that the RAFA Club had disbanded, as there is scope to look at updating this building to meet local community requirements, particularly for the Scouts and ZigZag. As yet there is no fixed date for RAFA to move out and the tenancy will roll into the future until they vacate. HDC has engaged consultants to look at ways to enhance sustainability and improve connectivity between the buildings; the outcome will depend on practicality and cost implications.

7	Clerk's Report Nothing specific to report that was not covered elsewhere on the Agenda.
	Reports from Members:
8.1	Finance GL provided the following report: Payments in since 21.4.20: HDC Grant = £6,150.00 Payments out since 21.4.20: WSCC Clerk's April salary = £320 WSCC Payroll admin. = £46.44 Zoom upgrade reimbursement to RW = £14.39 Balance @ 21.5.20 = £7,565.74 <u>Overtime payment to Clerk:</u> As agreed by e-mail our Clerk will be paid for 27 extra hours worked over the period from 01/01/2019 to 31/03/2020. The payment form has been submitted to WSCC GL requested that in future the overtime is worked out on a more regular basis. It was agreed to submit information to GL on a monthly basis but payment would be calculated annually as some months were below the contractual hours. <u>Proposal to increase payment:</u> Members also discussed an increase in salary for our clerk who has been paid the same since she started in 2015 without any experience. It was agreed that the new hourly rate will be £11.00, an increase of £1.
8.2	Section 106 and CIL <u>S106 Quarterly Report:</u> There has still not been a response to queries submitted 6th April; a reminder has been sent.
8.3	Planning <u>Update on Planning Department Operation:</u> It was useful to receive an update from Emma Parkes on how the Planning Department has adapted its working practices during the Coronavirus Crisis: a thank you message was sent. <u>Refuse Bin Storage Burton Court:</u> A planning application was received from HDC to install 2 refuse bin locations for residents of Burton Court, one facing Albion Way and the other in Park Place. HDNC objected to the design and locations as did local businesses and District Councillors; a suggestion was made that the bins should be located inside the Pirie's Place Car

	Park which proved equally objectionable but to different people. The application has been withdrawn pending further discussion. TM asked if there was feedback from the PDAG meeting. FH commented that there had been a lot of differences in opinion. The Cabinet Member for the Economy is against having the bin store located in the car park. The proposed location in Park Place is not acceptable to traders. RF added that a new proposal is to place one of the bin stores at the front of the flats in Albion Way and residents (of Burton Court) seem happy with this. It has been confirmed that bins could be collected from this location, and would be not close to windows. TM queried the height levels, and RF agreed that the plans did not give sufficient detail. <u>Former Steamer Trading Shop, East Street:</u> FH spoke of the proposal by Smith and Western to re-locate to this empty building. Apparently the Bridge Club who use the first floor are concerned about possible noise levels.
8.4	West of Horsham Development <u>Riverside Walk signage:</u> The footpath is still diverted due to fences protected the Arun East access but signage had disappeared. This caused confusion with the number of cyclists and pedestrians who decided to use the route during lockdown. At HDNC's request Berkeley's have now reinstated signage.
8.5	Community Services – Youth <u>4TheYouth:</u> An update had been circulated providing information on how they are continuing to support young people during the pandemic. The youth provider has offered virtual youth club sessions, support with accessing technology, virtual support and one-to-one work. They have also encouraged young people to stay active and engage with weekly challenges and quizzes. JP commented that there had been no recent contact from Candice Coveney, HDC Youth Provision Officer, but she may have been seconded to help with the Covid 19 support work.
8.6	Community Services – Older People <u>Support for the elderly:</u> CO praised the help being offered to local elderly residents.
8.7	Highways and Transport <u>Gordon Road TRO:</u> After discussion that design changes may be needed a site visit has resulted in an accurate CAD design so the work should still be on schedule for September. <u>New Highways Team:</u> It is hoped that contact will be quicker and less formal in future: TM contacted Mike Thomas, the new Central Area Manager regarding a problem with the Love West Sussex report system and was pleased to get a prompt response and Eleanor Harries, the new Highways Steward also made contact.

	<u>Ponding Guildford Rd:</u> The drain has blocked again causing ponding by the traffic lights near to the Rookwood roundabout. EH has inspected the site and requested additional jetting but resources may not be available ahead of the scheduled jetting in September. <u>Black Horse Way:</u> The road is currently closed westbound but HDNC did not receive the usual notification from WSCC and when the matter was raised with HDC at the Quarterly Meeting no one knew the reason for the closure. Contact with the site manager revealed that closure does not relate to the road but to renovation of the Forum Building owned by HDC. <u>Pop up cycle lanes:</u> JP asked when these would be brought in. TM replied that nothing is imminent. RF explained that the government is expecting councils to encourage more cycling and walking. Cycle Forums have submitted lists of ideas for each area. WSCC have warned there may not be enough money and no money has been received from government yet. Adur and Worthing County Council will go ahead before receiving the money. TM commented that HDC had a site visit with WSCC to look at the Town Centre and the blocking of a lane in Albion Way for the use of cyclists had been suggested.
8.8	Communications <u>Zoom:</u> Members agreed by e-mail to upgrade the HDNC licence to avoid meetings being curtailed. Thanks to RW for organising the payment. <u>Facebook and Twitter:</u> NH said there had been an increase in the number of views. TM asked if figures are available. ACTION: NH and RW to provide figures
8.9	Park/Countryside and Leisure <u>Pete Crawford:</u> a Zoom meeting is arranged for today with the new Parks and Countryside Manager– report to follow. <u>Refuse Bins:</u> The new bins have been installed but complaints have been made that an old style black recycling bin has been used near the café. A request has been made to replace it with one of the new green bins more in keeping with the environment. JP commented that the new Café should have its own bins. ACTION: TM to forward information to FH. <u>Grass cutting:</u> There were complaints about the length of the grass in the Park. PC explained to TM that there had been a delay as the contractor was offering a reduced service due to Covid and the tractor used for large areas had a mechanical problem. This problem was quickly resolved and the grass has been cut. <u>New Groups:</u> There is an increased enthusiasm in Horsham for local special interest and conservation groups to work together to preserve and enhance green spaces. Sally

	Sanderson, Chair of Friends of Horsham Park has taken the lead in setting up the Horsham Green Spaces Group and also the Keep Rookwood Green Alliance. TM attended a meeting of HGS on 18th May as an observer and will receive and circulate the minutes to members. KRGA have requested a meeting with HDNC and if possible will attend the June Meeting.
8.10	Emergency Plan Nothing to report.
8.11	Police / Neighbourhood Wardens The Neighbourhood Wardens continue to do excellent work helping vulnerable people during the pandemic. IB said that the April Steering Group Meeting had been postponed and was not sure when it would be held. He had heard that there have been problems with youths not social distancing. ACTION: SD to check with the Wardens when they could attend a HDNC meeting with the new supervisor, Darren Worsfold.
8.12	Town Centre <u>Parkway House:</u> This building in Park Place has a side wall where there are cupboards for refuse bins and service meters. HDNC reported to HDC that all the doors were broken or open which was unsightly and unsecure. The landlord has since effected basic repairs but the meter cupboard is still unlocked. <u>Burton Court Bins:</u> PB thinks that the best location for the recycling bins would be in the gap between the two buildings as access would be better. PB considers that the best location for the general waste bins would be inside the car park, but there is a lot of opposition. PB, the Leader of the Council and the Cabinet Member who deals with car parks are looking at it. Planning approval and a stopping up order will be required and HDNC and the shop owners will be consulted. John McArthur, HDC Head of Waste and Recycling has been asked to clear up the current site. (see also item 8.3) <u>Sewage Smell:</u> There was a strong smell of sewage reported in many areas of the town on 17th May. It was not known if it was from the sewage works or muckspreading. HDC confirmed that the cause was muck spreading and although unpleasant is not illegal.
8.13	HALC /CLC <u>WSCC Meetings:</u> MM is concerned at the number of meetings that have been cancelled by

	WSCC. Some meetings have been held but only using Skype or audio.
9.	HTCP Nothing to report.
10.	Horsham Blueprint Neighbourhood Forum As explained at the HDNC April meeting Blueprint needs to apply for re-designation since its current designation expires on 5th June; this application had to be approved at a quorate AGM. Thanks to all HDNC members who renewed their membership of the Blueprint Neighbourhood Forum and in particular to those (SD, IB, JP and RW) who attended the virtual AGM on 18th May when the re-designation resolution was approved. The Blueprint Consultant has made appropriate amendments to the draft plan in response to comments received from the Regulation 14 consultation. The Steering Group is currently checking the amendments so that the plan can be submitted to HDC under the Regulation 16 stage prior to 5th June.
11.	Members' Questions and Comments <u>Roles and responsibilities:</u> JP requested that she is copied into anything relevant to her roles. <u>Hospital Car Park:</u> RW asked if there was any update. TM said we have deliberately not been chasing this up during Covid19 crisis but will follow up soon. <u>Emergency Planning:</u> As NH has taken over the responsibility for Emergency Planning he requested that IB forward any information relevant to this role.
12.	Reports from District and County Councillors HDC Cllr. Peter Burgess: <u>HDC Budget:</u> HDC is losing approx. £850k per month due to the loss of income from the car parks and Capitol. There are adequate reserves at the moment but HDC is looking at ways to save money. <u>Local Plan:</u> HDC is 'hammering' the MPs and government ministers as the current plan is to be replaced at the end of November and there is no 5 year land supply. No decisions have been made on any proposed sites yet. HDC Cllr. Frances Haigh: <u>HDC Meetings:</u> Many meetings have been carried out by the Council using Zoom.

	<u>New HDC Chair:</u> Karen Burgess has been elected as the new Chair, and David Skipp is the new Vice-Chair. <u>Covid19 Support:</u> Groups such as the Horsham Self-Isolation Support group, Horsham Matters and Age UK have responded to the crisis, including delivering a large number of food parcels. HDC Cllr. Ruth Fletcher: <u>Horsham LCWIP (Local Cycling and Walking Infrastructure Plan):</u> This has been included in the Local Plan, and there are to be more stakeholder meetings. TM commented that it had been mentioned at the NC's Quarterly Meeting with HDC and the next meeting will be in August. WSCC Cllr. Nigel Dennis (ND gave his report earlier in the meeting as he had to leave at 8pm): <u>A24 improvements:</u> ND attended a members' steering group meeting to look at possible improvements between Worthing and the Great Daux roundabout. There are many issues including safety capacity and pedestrian crossings. <u>WSCC Financial Situation:</u> The annual accounts have been delayed until November. The budget going forward will be affected by the decline in business rates and council tax payment deferment, which may lead to more cuts. But ND allayed fears that a Section 114 could be served as WSCC has adequate reserves at the moment. <u>Forest School:</u> There will be a consultation to decide if the status of the school should be changed from boys only to co-educational from September 2021. WSCC Cllr. Morwen Millson <u>Reopening of schools:</u> Most schools will be reopening on 1.6.20 (reception, year 1 and year 6.) There will be differences in the approach from each school. RW said Arunside school is to reopen on 15.6.20 and classes will have a maximum of 10 children. TM queried how parents have reacted. MM said there have been significant concerns and less than 20% are happy with the reopening.
13.	Meeting closed at 9.00pm Next Meeting: 18.6.20