

Horsham Denne Neighbourhood Council

Minutes of the Meeting held on 17th June 2021



Venue: Wesley Hall, Methodist Church, London Rd, Horsham

Item	Detail
1	Meeting Opened at 7.00pm and Welcome from the Chair
2	Attendance and apologies for absence: Attending – HDNC: Chair - Trudie Mitchell, Vice-Chair - Nigel Hillpaul, Judy Pounds, Ian Botting, Chris Osborne, Chris Ball HDC Cllr. Ruth Fletcher Tony Hogben – Cabinet member for Horsham Town, Parking and Communications WSCC Cllrs. John Milne, Andrew Baldwin Clerk – Sara Doy Meeting attended by a resident who wished to observe. Apologies: HDNC: Gianni Lozzi; HDC Cllrs. Frances Haigh, Peter Burgess; WSCC Cllr. Nigel Dennis
3	Declaration of Members' Interests TM – Blueprint; IB – Horsham Town Community Partnership; JP – Wimblehurst Road Residents' Association (WRRRA)
4	Approval of Minutes from meeting held on 20.5.21: Approval proposed by NH, 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	<u>Chair's Report</u> <u>Meetings Attended</u> 21/05/2021 Park Management Plan (TM and JP) (see 8.10) 24/05/2021 Cycle Forum re Carfax Cycling (TM and NH) (see 8.13) 24/05/2021 Norfolk Square Conservation Area (TM and NH)

	25/05/2021 Green Spaces Forum (virtual) (see 8.10) 01/06/2021 Funeral of Rodger Whitefield, HDNC Councillor 14/06/2021 NC Chairs with Tony Hogben, Deputy Leader and Cabinet Member for Horsham Town. <u>Future Meetings</u> 23 or 25/06/2021 A24 / Highwood Junction CHS 01/07/2021 NC Chairs with Wilder Horsham District <u>Rodger Whitefield:</u> TM, NH and SD were pleased to be able to represent HDNC at Rodger's funeral at Worthing on 1st June. It was clear that he was much loved by many people. <u>Horsham District Council Cabinet:</u> HDNC is pleased that the new Leader, Paul Clarke has appointed Tony Hogben as Deputy Leader and Cabinet Member for Horsham Town, Parking and Communications. The Neighbourhood Council Chairs had an informal meeting with TH to discuss how he envisages his role and it is clear he intends to communicate and consult more with all interested parties and will attend NC meetings when possible. Cabinet Members are settling in to their roles and the NCs will request meetings as soon as possible with Paul Clarke and Roger Noel, Cabinet Member for Leisure and Culture. <u>Quarterly Meeting:</u> Notes from the meeting 20th April were agreed by HDC and circulated to Members 24th May. <u>Norfolk Square Conservation Group Meeting:</u> NH and TM attended a meeting at the request of Tom Crowley who requested assistance in proceeding with the proposal to create a conservation area. CB was also present as a member of the group. It was not felt appropriate for HDNC to lead on the proposal but suggestions were made about the way forward: clearly defining the boundaries, consulting all residents and setting up a Residents' Association. TC was given contact details Jane Apostolou who has experience in these matters. N.B A meeting has been arranged; JP and CB will attend. <u>Affordable Housing, Duke's Square:</u> Horsham District Homes is revising the original proposals and looking at all elements of the Square to increase the number of rental properties, provide better accommodation for QM Studios and incorporate some communal green space.
7	<u>Clerk's report</u> <u>Potential new members</u> 1) A resident responded to the volunteer opportunity which is being publicised on the HDC Volunteering website. 2) SD also contacted a resident who expressed interest back in April 2020 but was not in a position to attend a meeting due to personal circumstances, to see if their situation has changed but he responded to say that he has other commitments on a Thursday evening.

	<u>Updated on Compliance reports</u> EN/21/0144 - Giggling Squid, 1B East St : In response to the query regarding changes to the shop front Compliance advised that no breach of planning control had been identified as the only work carried out was repainting from dark grey to white and pale green. The Conservation Officer confirmed that there are not additional restrictions for painting a building in a conservation area as long as it does not include signage. TM commented that the shop front had been removed during the renovation. EN/21/0160 - The Bungalow, Tanfield Court: In response to the query regarding the new sandwich bar in operation Compliance advised that no breach of planning control had been identified as the site has Class E use 'Commercial, Business and Services'. EN/21/0191 - 29 Guildford Rd (planning application DC/20/1914) SD reported a possibly dangerous breach of planning control regarding the difference in height between the new driveway and the highway grass verge. Compliance advised that no breach had been identified and any concerns should be directed to WSCC Highways. SD contacted the WSCC Planning Technician who submitted the Highways report for the application and was advised that it was a matter for the Area Office Manager. SD also contacted WSCC Cllr. John Milne who has asked the Highways Steward to check the verge for safety. <u>Website:</u> SD has been able login to the website and make some updates but needs to work out how to upload the minutes. SD has a paper copy of the manual and has requested an online version from F28. <u>Newsletter:</u> SD will use the 2018 booklet-style newsletter as a template to create the new newsletter. SD thanked members who had contributed ideas and wording and she is working on the draft. <u>Estate Agent Boards</u> SD reported boards attached to the Blackbridge Court and Meadvale street signs to the relevant estate agents and asked for them to be removed. <u>Naming of New Streets and blocks of flats:</u> SD contacted HDC to enquire if they still consult the Neighbourhood Councils on naming. HDC confirmed that HDNC would be informed.
	Reports from Members:
8.1	Finance GL provided the following report prior to the meeting: Payments made since 20.5.21: Donation to British Heart Foundation as a tribute to Rodger Whitefield = £50

	WSSC Clerk's May salary = £352.27 Balance @ 17.6.21 = £7453.15
8.2	Section 106 and CIL Nothing to report.
8.3	<u>Planning</u> <u>Hospital Car Park:</u> HDNC were informed on 20th May that the planning application for changes to the car park had been submitted but it still has not been validated by HDC. We have been told by HDC that they are experiencing approx. 3 weeks delay but this has taken longer. TM has been advised that the reason for the delay was that the application was invalid and further information was required. <u>5G Telecom Mast:</u> A response was made to the pre-application consultation on 24th May expressing concern about the height and location and possible restrictions on future use of the building. <u>St Mark's Court:</u> A prior approval planning application has been submitted to turn the "North Down" section of the building into 68 apartments while the "South Down" section will remain as offices. It is not known if HDNC will be consulted. TM commented that there is an underground car park with access from Madeira Avenue. ACTION: SD to circulate the application to the planning committee. <u>HDC Planning Committee:</u> At the meeting held on 8th June there were 3 applications heard for the Denne area for which HDNC had initially submitted objection but had been satisfied by answers from the Case Officers: DC/21/0333 Boxing Club – permitted DC/21/0137 4 Park Place (Pretty Things) – permitted subject to reconsidering the window materials. DC/21/0312 10 Fay Rd – deferred and later withdrawn. HDNC had been satisfied when the materials were changed but a neighbour was able to prove the extension may cause unacceptable loss of light.
8.4	West of Horsham Development <u>Site Visit:</u> TM met Berkeley's on 10th June, the first visit since last June but was still not allowed onto the construction site. The visit concentrated on the Arun East Access Road, both the ANPR system for the bell mouth and further work needed on the recently reopened Riverside Walk path. There is now pedestrian and cycle access to the built section of the Southern site. Notes will be circulated to members once Berkeley's have responded to some questions.

	Allotments: HDNC had a query from a resident about when the allotments will be available. Berkeley's expect to complete construction this year and handover to HDC in March 2022, initially Parks will manage the plots.
8.5	Community Services – Youth JP advised that the next meeting with 4TheYouth is in July.
8.6	Community Services – Older People <u>Horsham District Older Peoples' Forum Meeting 8/6/21:</u> CO could only attend part of the virtual meeting. Two of the items discussed were: Chatty Tables: This is a new idea to have tables in cafés where customers can sit if would like to talk to other customers e.g. Costa Coffee. MP Question Time: A venue is to be decided – possibly the Capitol or Drill Hall.
8.7	Community Services – NHS and Social Services Nothing to report.
8.8	Highways and Transport <u>Highwood Roundabout:</u> TM will attend a site visit meeting on 23rd or 25th June with WSCC and HDC Councillors, Greg Charman, PCSO McCavish and representatives of local residents to discuss the Community Highways Scheme proposal. <u>Community Highway Schemes:</u> Thanks to all our WSCC Councillors and Steve Douglas WSCC Highways, for pursuing information and the querying the communication system for progressing Community Highways Schemes (CHS). HDNC has now received updates on all schemes in our area. 1. Pondtail Rd: Discussions to improve safety under the railway bridge have been ongoing for at least 10 years and various proposals were rejected on grounds of safety or cost. Following further meetings in 2019, WSCC agreed to investigate a proposal for widening the pavement and creating priority for northbound traffic. Local residents led by Martin Bruton submitted a CHS application. Steve Douglas has now sent an initial draft design to TM; this has been forwarded to HDNC members, Martin Bruton, North Horsham Parish Council and WSCC Councillor Andrew Baldwin for comments. Members have expressed concern regarding sightlines, ice forming, and the need for bollards to protect the build out which should be extended to include the steps area. ACTION: TM to forward plans to RF ACTION: TM and SD to send response to WSCC.

	2. Warnham Road: The Community Highways Scheme formal design was completed in January but a Traffic Regulation Order (TRO) is required to install the necessary double yellow lines. The consultation on the TRO is open until 8th July. If there are no objections it should be possible to complete the scheme in this financial year. 3. Blackbridge Lane: The TRO has been advertised and there was one objection; Highways are seeking the views of WSCC Councillors Cllr elections regarding resolution of this. Also, Legal Services are still trying to resolve an issue relating to a small slither of 3rd party land required. Assuming both can be resolved there is budget available to implement the scheme later this financial year. JM confirmed that the area of land in question relates to the Saxon Weald apartments, and there is just one tenant left to contact. <u>Wimblehurst Rd HGVs:</u> The Wimblehurst Road Residents' Association has made contact with Cllr. Dennis again about the ongoing problem of HGVs using Wimblehurst Road. This is aggravated by inconsistent signage in the surrounding area, construction work at the Horsham Enterprise Park site and HGVs not using satellite navigation systems designed for such vehicles, i.e. showing restrictions. HDNC will keep in contact with WRRRA and ND and offer support if required. JP added that anomalies in signage had been discovered by Chris Stark, WSCC Highways, over 2 years ago, but as he has moved to a different area Cllr. Nigel Dennis is looking into it.
8.9	Communications <u>Twitter:</u> NH reported that there are now approx. 200 followers.
8.10	Park/Countryside and Leisure <u>Kaya Cafe:</u> TM has been in contact with Adam Chalmers about ongoing problems concerning the roof over the Pergola and obstruction caused by 1) plant pots and sign boards on the public path, 2) the eyesore of frequent piles of deliveries or rubbish outside the side entrance and 3) a bulk recycling bin in the entrance from the car park. The Planning Compliance Team Leader has advised that the canvas roof over the pergola is a breach of the planning application. However, it is the Government's intention to further support the hospitality sector as the economy reopens by creating a temporary permitted development right to allow pubs, restaurants and cafes to erect temporary moveable outdoor structures for the summer season. For the first time, this will also apply to listed buildings provided there is no harm to the heritage asset. Meanwhile HDC is adopting a lenient approach for the summer season; although the corrugated plastic must be removed. AC passed the obstruction problems to Parks and Property and HDNC has been told that a notice will be issued next week requiring Kaya to remove signboards etc. from off the path at the front and side. The bulk bin will be moved from the entrance, but needs to be retained in

	the area of the café for litter capacity during the summer months, so HDC will need to identify the most suitable location. <u>Park Management Plan:</u> TM and JP attended a meeting 21st May with the Friends of Horsham Park (FoHP) and HDC to discuss comments made by FoHP on the 3-year action plan. Topics included ecology, access and infrastructure, priority projects including toilets and the perimeter path. It was agreed that the Park should concentrate on projects that cannot be offered elsewhere in the town or district. Notes were sent to HDC following the meeting but have yet to be agreed. <u>Park House Gardens:</u> JP commented that the FoHP have obtained two grants to upgrade the garden. <u>Toilets in the Park:</u> TM has brought the matter up with Adam Chalmers and possible locations are being considered. <u>Green Spaces Forum:</u> TM attended the virtual meeting on 25th May as an observer, at the moment most of the group's activities are outside the Denne area. <u>Skate Park:</u> Forest Neighbourhood Council informed HDNC about concerns expressed to them about security and safety regarding fencing at the skate park. HDC confirmed that most of the fencing has been removed and the skate park is open for use.
8.11	Emergency Plan/ Winter Maintenance <u>Salt Bin Audit:</u> The audit request has been received from WSCC.
8.12	Police / Neighbourhood Wardens <u>Wardens May Report:</u> This had been circulated prior to the meeting and IB gave a summary There were numerous incidents of illegal use of electric scooters, cycling in pedestrianised areas and dangerous and obstructive parking. The Neighbourhood Wardens and PCSO McCavish are attending the July meeting. ACTION: Members to forward any questions in advance. <u>Patrols:</u> The wardens have invited one or two members to accompany them on one of their patrols. IB, JP and TM have expressed interest. <u>Bicycles attached to Street Furniture:</u> The wardens have been asked by Greg Charman to have a week-long campaign attaching leaflets to inappropriately secured bicycles. TM has asked that HNDC is kept informed of the result. JP reported that some Collyer's students are attaching their bicycles to the fence at the back of the college in Richmond Road.

8.13	Town Centre <u>Cycling in Carfax:</u> TM and NH attended a meeting in Carfax with 3 members of the Cycle Forum on 24th May. The Forum wants to have 2-way cycling allowed between Copnall Way and Blackhorse Way and also in Medwin Walk. We are hoping that Francis Vernon will attend the HDNC August meeting to present their ideas to Members. The proposal needs to be looked at in conjunction with the Public Realm Strategy. ACTION: TM to contact Clive Burley at HDC. <u>Cycle Racks:</u> Following the meeting in the Carfax proposals for additional sites for Cycle Racks in the Town Centre were received from the Cycle Forum and circulated to members. The general consensus was that additional racks should be located on the periphery of the town centre where they will not cause congestion. It was agreed that the 2-tier racks are unsafe and should be removed. TH recommended checking the LCWIP proposal regarding cycle racks. ACTION: Members to forward comments to NH, TM and SD prior to a response being sent to the Cycle Forum.
8.14	HALC /CLC <u>HALC:</u> Following SD's message to Trevor Leggo contact has been re-established with the HALC Chair and all three Neighbourhood Councils will now be included in e-mail communications. IB advised that the new HALC Chair had written letters to HDC Chief Executives to express concerns regarding the Local Plan and speculative developments. <u>CLC:</u> The next public meeting has been cancelled but there will be a "Talk With Us" session held for the public on 1st July. This is of little value to HDNC as we have direct contact with our Councillors as required.
9.	HTCP <u>Riverside Walk Path:</u> TM has informed David Searle that the footpath diversion is no longer in place near Hills Farm Lane.
10.	Horsham Blueprint Neighbourhood Forum HDC still has not signed the Decision Notice but Blueprint has been informed by Norman Kwan, HDC Senior Neighbourhood Planning Officer that this is because the referendum has to take place within 8 weeks of publishing the Decision Notice. As both a residential and business referendum is required for the Horsham Blueprint Plan this will involve a significant amount of planning and resource for the HDC elections team who are still concluding their work with the May elections. NK is currently in discussions with Claire Hawken (HDC election manager) regarding a possible referendum date.

11.	Members' Questions and Comments None
12.	Reports from District and County Councillors HDC Cabinet Member for the Town, Car Parks and Communication Cllr. Tony Hogben: <u>Drill Hall:</u> The British Legion bid has been delayed and there are some concerns regarding their offer. There would only be a peppercorn rent but a lot of money needs to be spent on the building. <u>Duke's Square:</u> The ambition is to build more affordable housing. The proposal is still at the early consultation stage. TH is in favour of a proper consultation. The principle to build has been granted by Planning North. <u>Highwood Community Centre:</u> The study on Community Halls in the District showed that the town centre is oversubscribed and the buildings are under-utilised. If the Drill Hall is kept there would not be the need for a big community centre at Highwood. Consultation would take place on what residents consider is needed. <u>Local Plan:</u> This is going to Council on 28/7/21. <u>Rookwood:</u> This will not be in the plan and there will be a consultation to decide what to do with the site. There are 7 years left on the lease. HDC Cllr. Ruth Fletcher <u>The Forum/ Public Realm Strategy:</u> Since the complaint by a resident regarding the cleaning there have been improvements to the schedule including weed killing and pigeon dropping clearing, and an additional litter bin installed. <u>Forum Surface:</u> A contract has been issued regarding the non-slip paint for the Forum. TM said that the design and colour has not been confirmed to HDNC as requested and she is concerned about how it will relate to the Sundial feature. JP asked if Dementia groups have been consulted. RF said that local HDC Councillors have not been informed. RF confirmed that the steps are Sainsbury's responsibility. TH added that the painting of Stan's Way is also part of the Public Realm Strategy. <u>Grass cutting:</u> There is a proposal to change the schedule so that some areas are not cut every time, as an environmental measure. However, the cost is the same for two meadow cuts compared to eight mown cuts. One trial location is the Needles recreation ground and suggestions are sought for other locations e.g. Tanbridge Park.

JP commented that meadow cuts have not been popular in other areas as long grass hides litter and hazards. CO said it could be a nuisance for some residents as seeds could spread into front gardens.

WSCC Cllr. John Milne

Budget Briefing: There is ongoing austerity. Of the gap in the budget created by Covid only 75% is covered by Government grants, so there is continued pressure on funding.

Children and Family Centres: Due to Covid all buildings were closed during lockdown and provision changed to home visits. The review of future use of the Centres will go to Cabinet in July. The Needles centre will stay open but two centres in North Horsham will close, and there will be up to 60 redundancies across the County.

Tanbridge Park parking: The problem with commuter parking is due to there being no restrictions. The area needs to be included in the Controlled Parking Zone review for the whole town which is due in 12 to 18 months' time. The Horsham system of 2-hour restrictions in different areas is considered an anomaly. There will potentially be no parking allowed between 9am and 5pm for the whole controlled area, but there will be a consultation. CO commented that this could cause problems for roads near to schools at drop off/pick up times e.g. Blackbridge Lane.

Blackbridge Lane pedestrian refuge: This is scheduled for October/November 2021.

Needles Close TRO: This should be carried out by the end of the year.

HDC Car Parks: There was a 31% reduction of income in 2020; there is still a 10% reduction. TH advised that HDC are looking into having different charges at different times. Footfall into the Town needs to be increased.

WSCC Cllr. Andrew Baldwin

Pondtail Road Community Highway Scheme: This should be completed by October. (See also item 8.8)

HDC Cllr. Peter Burgess – (PB provided a report prior to the meeting as he was unable to attend.)

Local Plan: PB considers that HDC should delay and start again with a new town concept. Specifically there is no real improvement in the deep infrastructure, and brown field sites such as the Shoreham Cement Works have been left out. Other viable sites have been ignored. We know that if Bucks Barn is chosen, then there will be a big legal battle with local land owners.

	<u>Rookwood</u>: PB will not accept Rookwood because there is no plan or finance details of how HDC would manage the future development build. HDC have no in house experience, would have to buy in a developer and the promised £20million may dribble away to virtually nothing. <u>North of Horsham development</u>: PB cannot accept the “in house” decision to build a further 500 houses within the boundaries of the existing North of Horsham complex. It was originally accommodating 2,500 homes, but somehow a further 250 were shoehorned in. Another 500 makes a 30% increase over the original and we will be developing a modern slum. <u>Pondtail Road Community Highways Scheme</u>: PB would support this, but has some reservations about its safety. Precedent will be given to the northbound traffic coming down a hill, probably at speed and visibility to oncoming southbound vehicles will be limited. (See also item 8.8). <u>New Leadership Team</u>: There is an increase in cabinet members but the member for Horsham Town is still very much restricted. He will have car parking added to his portfolio, but not leisure or economy, which are essential areas for his control.
13.	Meeting closed at 9.00pm Next Meeting: 15.7.21 PCSO McCavish and the Neighbourhood Wardens to attend.