

Horsham Denne Neighbourhood Council

Minutes of the Meeting held on 16th September 2021



Venue: Church Lounge, Methodist Church, London Rd, Horsham

Item	Detail
1	Meeting Opened at 7.00pm and Welcome from the Chair
1.1	Presentation by Francis Vernon, Chair of Horsham District Cycling Forum – see separate attachment.
2	Attendance and apologies for absence: Attending – HDNC: Chair - Trudie Mitchell, Nigel Hillpaul (left 8.00pm), Gianni Lozzi (left 8.00pm), Chris Osborne, Ian Botting HDC Cllrs: Ruth Fletcher, Tony Hogben, Cabinet member for Horsham Town, Parking and Communications (arrived 7.50pm) WSCC Cllrs. Andrew Baldwin (arrived 8.25pm), Nigel Dennis (arrived 9.00pm) Clerk – Sara Doy Apologies: HDNC: Robyn Hathaway, Judy Pounds HDC Cllrs. Frances Haigh, Peter Burgess; WSCC Cllr. John Milne
3	Declaration of Members' Interests TM – Blueprint; IB – Horsham Town Community Partnership
4	Approval of Minutes from meeting held on 12.8.21: Item 12 – Cllr. Dennis report re. 20mph speed limit, wording confirmed. Approval proposed by IB, seconded by CO 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> 27/08/2021 West Parade Contraflow Meeting <u>Future Meetings</u> 19/10/2021 Neighbourhood Councils' Quarterly Meeting

	<u>Resignation:</u> TM said unfortunately Chris Ball had resigned from HDNC due to some health problems and he was finding the work load too much. Hopefully he may re-join if his situation improves. HDNC appreciated the fresh perspective he brought to the matters in which he was involved including planning applications. <u>Quarterly Meeting 20th July:</u> The notes were finally agreed by HDC on 13th September and have been circulated to members. <u>ACTION:</u> Members to forward any items for the October Agenda to TM. <u>Conservation Areas:</u> HDNC submitted responses to a questionnaire on the three Horsham Conservation areas in February 2020. The draft Conservation Area and Management Plan reports are now on the agenda for approval at the Cabinet Meeting on 23rd September. The reports to include changes to the boundaries; if approved there will be a public consultation. RF attended a meeting where it was decided that the proposal to extend the London Road conservation area to include a section of the park needed to be reviewed. The proposal to create a Norfolk Square conservation area has not been accepted yet but there is a strong case for it. RF commented that the entrance to the cemetery in Denne Road looks inaccessible as the Lodge is now a private residence. She considers that signage is needed to confirm that the cemetery is open to the public. <u>ACTION:</u> SD to circulate the conservation area reports to members. <u>Highwood Community Centre:</u> As a local resident TM received a letter from HDC seeking opinions on the proposed Community Centre. TM emailed Brian Elliott, HDC Head of Property and Facilities, to ask why HDNC had not been given prior notification of the letter and why had the letters been delivered by 1st class post. BE apologised and explained that the letter drop was dealt with by external consultants and a 2nd class postage option was not given. It was noted by members that the use of 1st class post gives a poor impression regarding HDC finances.
7	<u>Clerk's report</u> <u>Newsletter:</u> Three quotes for printing were obtained for 4500 copies. The cheapest quote was £305 +VAT (£294 + VAT last time) from the company that printed the 2018 newsletter. <u>Delivery:</u> In 2018 DNC paid £350 for delivery of 3360 letters but this did not include the Highwood area, which was delivered by Berkeley's, and now has approx. 650 residences. SD proposed that £450 should be paid for the delivery this time, which is to be carried out by the son of a friend of SD. <u>ACTION:</u> SD to email members to seek agreement on this. <u>Estate Agent Boards:</u> SD reported two new estate agent signs which had been fixed to the Pine's Ridge and Farthing's Walk street signs. <u>West Sussex Draft Transport Plan Webinar:</u> SD attended the virtual meeting on behalf of HDNC as no members were available. Her notes were circulated to members.

	ACTION: Members to forward any comments to be included in the HDNC response to the consultation. <u>River Arun:</u> CB reported concerns regarding the River Arun as the water is not flowing, this is possibly caused by debris clogging up the sluice gates at Provender Mill. SD reported it to the Environment Agency on 27.8.21 and included photographic evidence provided by CB. SD chased up 15.9.21. <u>Potential new member:</u> A resident applied for the role of Volunteer Councillor with HDNC via the HDC Volunteering website. SD emailed information and invited the resident to a future meeting.
	Reports from Members:
8.1	Finance GL provided the following report: Payments made since 12.8.21: WSCC Clerk's July salary and overtime = £762.34 Church Hall hire = £94.50 Balance @ 16.9.21 = £5659.77
8.2	Section 106 and CIL Nothing to report.
8.3	<u>Planning</u> <u>Hospital Car Park DC/21/0906:</u> TM learned from the Hospital's Facilities Services Manager that there should be two linked applications but there were some queries on the second application and it has still not been validated. HDNC has asked HDC that we can delay our response until both applications can be viewed together. <u>Aldi DC/21/1413:</u> HDNC has submitted an objection as we consider the footprint and design is not compatible with the gateway location, the exit cutting across Waitrose traffic should be improved and there is unnecessary loss of trees. Regarding the site HDNC made contact with the landlord as the Refuse bins were overflowing (thanks to CO for noticing). These have now been emptied. RF commented that the application may be withdrawn to make some changes; the alignment of the building and removal of trees may be reviewed. <u>Sussex House Appeals:</u> All four appeals to increase the height of the building were turned down by the inspector as the increase would make the building over-dominant in North Street and would have an adverse effect on nearby residential properties.

8.4	Highwood <u>Highwood Mill Extra Care Home:</u> The current care contract is due to come to an end in January 2022 and Saxon Weald asked WSCC to take over the procurement of the care contract and future contract management at Highwood Mill to develop the service in line with the other commissioned care contracts they hold within West Sussex and to ensure consistent and successful contract management of the onsite care and support provider. This has been approved by WSCC and the decision came into effect 9th September.
8.5	Community Services – Youth JP circulated her notes from the Youth Provision meeting 7/9/21 prior to this meeting. The main points were: <u>Contract:</u> The new contract will be for 3 years with the option to extend to 5 years. <u>North Horsham PC:</u> As the youth from the NHPC area benefit from the services provided by 4TheYouth HDC suggested that they should be asked if they want to be included in the contract or be willing to contribute towards funding, especially as the parish area is increasing in population due to the North of Horsham development. ACTION: TM will ask for this to be put on the Quarterly Meeting Agenda.
8.6	Community Services – Older People <u>Horsham District Older People’s Forum:</u> CO attended the committee meeting on 31/8/21 and the public meeting on 7/9/21 and circulated her notes which included: Volunteers: There has been a decrease in the number of volunteers since before the pandemic which is causing problems e.g. Warnham Nature Reserve. The Community Car Scheme is to resume its service soon although there is a shortage of volunteer drivers. MP Question Time with Jeremy Quin: this is on 5/11/21.
8.7	Community Services – NHS and Social Services Nothing to report.
8.8	Highways and Transport <u>West Parade Contraflow Cycling Scheme:</u> JP and TM attended a meeting on 27th August with the WSCC Project Manager Peter Bradley and Ben Peterson, HTNC. The proposed scheme will improve the crossing points for pedestrians in North Parade and Wimbleshurst Rd; and a width restriction in West Parade will reduce problems caused by HGV’s. However not much would change for cyclists; many of whom already West Parade against the one-way direction; but as the Contraflow idea came from the Cycle Forum funding for the scheme would need to include the cycling element.

WSCC still has to do detailed design drawings, analysis of stacking times, costings and formal consultations.

RF commented that as a way of saving money WSCC will only apply for funds once a year in October and it is too late for this October.

TM mentioned that she had pointed out to PB that other new developments in the area could potentially affect the traffic e.g. former Smith and Western and Novartis sites. RF said that WSCC are doing a study on traffic.

Overgrown Hedges: Two similarly obstructed areas in Hills Farm Lane were reported separately to Love West Sussex and got very different responses. One stated that “WSCC no longer has the available resource to maintain service levels to those of previous years and now prioritise areas where there is an imminent highway risk to the public. WSCC also encourage local communities to self-help where it is safe to do so”. The second response stated “our Inspector has checked the area of concern and requested that action be taken to resolve the issue”. The inconsistency was taken up with Cllr. Milne and a response was received from Mike Thomas, Highways Manager who is getting a steward to visit so WSCC can create a plan of action in the event of a lack of response from the home owner / renters.

AB suggested that reports could be emailed to him, ND or JM as the ‘Members’ Highway’ can provide quicker results.

IB reported overgrown vegetation along Guildford Road, near Hills Farm Lane:

ACTION IB to forward photos.

Reports:

- 1) Damage to the wooden knee-high railing in Worthing Rd opposite Sainsbury’s.
- 2) Damage to a light post on the Riverside Walk by Tanbridge Retail Park were reported to HDC. Apparently HDC are no longer responsible for the railing and forwarded that report to WSCC.
- 3) An M&S shopping trolley left in Fenhurst Community Garden was reported as fly-tipping.

Railway Station Floral Display: Contact was made with the Station Manager to praise the floral displays by the Aldingbourne Trust; but also to ask for action to be taken to clear the weeds from the raised beds on the platform; these spoil the overall impression but for some reason are not included in the Aldingbourne contract.

Leaning Parking Zone sign, Gilligan Close: SD reported the sign to Love West Sussex and acknowledgement was received that it would be dealt with.

Tanbridge Retail Park - damaged metal fencing: CO reported that a gap had been forced in the fencing facing the footpath by the river, possibly to create a short cut.

ACTION: CO to provide more information and photographs.

8.9	Communications Facebook: The HDNC page is getting regular views and engagements.
8.10	Park/Countryside and Leisure Kaya Café: The problems with rubbish being left outside the side entrance and signage on the public footpath have continued. A further report was sent to HDC in August and Liz Williams, Property Department has requested immediate action. Green Spaces Forum Meeting: A meeting was held on 7th September mainly to discuss the organisation of the group in future. Unfortunately, no one was HDNC was able to attend to observe the outcome but the minutes will be circulated. Wilder Horsham Report: Sussex Wildlife Trust have produced the Nature Recovery Network document which has been circulated to members.
8.11	Emergency Plan/ Winter Maintenance Salt Audit: This was submitted to WSCC.
8.12	Police / Neighbourhood Wardens New Supervisor: Carol Boniface, one of the current Pulborough Wardens, has been appointed as Warden Supervisor, starting 4th October. Wardens' August report: This was circulated prior to the meeting and included incidents of false fire alarm activation in the Forum, knife offences and illegal use of electric scooters.
8.13	Town Centre Pirie's Place Car Park: No further information on the risk assessment for security on the top floor. TH said he had asked about it but felt it was unlikely that anything would be done. Park Place Refuse Bins: A storage area has been erected for the Burton Court bins but this is not secure and the bins are overflowing. An inquiry has been sent to HDC to ask if the proposal for a secure store permitted under DC/20/1226 has been abandoned. TH commented that the quote for the work was too expensive however Environmental Health insisted the bins should be moved away from the location by the apartment window. He considered that the new metal hoarding around the bins looks hideous. It is proposed to replace the 6 bins emptied once a week with one bin which will be emptied 6 times a week. TH added that the Burton Court landlords, L and Q, are looking to dispose of their affordable housing and HDC may take it over.

	RF said that the bins should not be in Park Place at all and there should be a sign saying they are for the use of Burton's Court otherwise they will attract fly-tipping. She considers that a proper solution is needed; there was an underspend on the car park so it should be affordable. <u>Bins on path between Blackhorse Way and the Forum</u>: TM reported that the commercial bins are over the pavement line and have to be stepped round. <u>A Boards West Street</u>: There is a growing proliferation of signage boards and vertical banners, many of them outside the permitted distance from premises. HDC state that WSCC is responsible but the matter will be raised at the next Quarterly Meeting. AB thought the rule was that boards should be within 1m of the shop front. ACTION: TM to check with Garry Mortimer-Cook <u>Forum Surface</u>: TH advised that the tiles will be replaced on the pedestrian path between Blackhorse Way and the Forum which is a high footfall area. Plastic paint has been sampled for the Forum but the biggest problem is the grouting. The existing tiles are very thin; replacing with anything heavier would cause problems for the car park underneath and would cost over £1million. HDC will have to go back to the drawing board.
8.14	HALC /CLC <u>Local Plan Workshops</u>: IB and NH attended the Workshop on 6/9/21 arranged by HALC. NH circulated his notes prior to the meeting and will circulate the presentation slides when available.
9.	HTCP <u>Annual Riverside Walk</u>: This took place on 11/9/21 and was considered to be very successful. <u>AGM</u>: to be held virtually on 21/9/21
10.	Horsham Blueprint Neighbourhood Forum <u>Referendum</u>: The long delay in setting a date for the referendum has been raised with Glen Chipp, CEO who passed the message to Claire Hawken, Elections Manager. She replied that HDC are waiting for new software to be released to enable the Business Referendum to take place; this will require testing. A further message has been sent asking for the expected time line.
11.	Members' Questions and Comments <u>Premier Convenience Store, Middle St</u>: JP reported an issue prior to the meeting. She had received reports that the store, which has a late licence, is acting mainly as an off-licence, and there has been anti-social and threatening behaviour by the store's customers towards staff and customers of nearby hairdressers. Councillors advised that it should be reported to Chris Boyle, HDC Licensing and the Police. ACTION: TM to report to HDC and the PCSO.

12. Reports from District and County Councillors

Tony Hogben – Cabinet member for Horsham Town, Parking and Communications

Car parks: Usage was level in August and almost back to pre-Covid levels, although the Swan Walk car park was down by 18%.

Swan Walk: Footfall is 23% down, however, although there are fewer visits, the average spend is higher.

Swan Walk has been sold to a property company. The new owners have ideas about adding another floor either for parking or for flats, to increase revenue.

Muggings in Horsham Park: 3 out of the 4 incidents were carried out by the same group (not from Horsham). Policing and Warden patrols have been increased. Horsham still has the lowest anti-social behaviour crime in Sussex.

Food Waste Trial: HDC are to trial the new 1-2-3 collection service which includes weekly food waste and an opt-in weekly collection of absorbent hygiene products (AHP) e.g. nappies.

1 = Weekly food waste and AHP collection

2 = Fortnightly recycling collection

3 = Three weekly residual waste collection

HDC Councillor Ruth Fletcher

Active Travel: LCWIP has put forward 4 locations in Horsham to go into the WSCC scheme, one of which is an improved cycle path for Guildford Road.

Bridge the Downs Link, Rudgwick: Following the death of a cyclist at the crossing of A281 a campaign group is calling on WSCC to put in a bridge. RF asked if HDNC wished to support the campaign; information is on the HDCF website.

WSCC Councillor Andrew Baldwin

Hop Oast Recycling Centre: The booking trial has been very popular and there has been good feedback. The scheme is to be reviewed at the end of September and will probably continue.

WSCC Councillor Nigel Dennis

HGV Signage: Wimblehurst Road Residents' Association are to apply for a Community Highways Scheme to put in signage and weight limits to ban HGVs using Wimblehurst Road. Highways have indicated that an application is likely to be successful and money can be obtained from S106 for the Novartis development.

ACTION: TM to contact Jane Apostolou, WRRRA.

	<u>London Road:</u> Residents are still seeking a solution to stop the road being used as a rat-run. (See May 2021 minutes). <u>Gladstone Road:</u> There is an ongoing issue with residents complaining about HGVs using the road. But the HGVs need to access the units in the Nightingale Road industrial estate. The road outside the Beefeater is not public highway and lorries are not able to exit there. One solution would be to take out a line of parking in Gladstone Road, but this would not be popular.
13.	Meeting closed at 9.20pm Next Meeting: 21st October 2021