



DENNE NEIGHBOURHOOD COUNCIL

Clerk: Miss Jenny Hartley. 88 Rusper Road, Horsham. RH12 4BN

Phone: 07814 788407. email: clerk@denneneighbourhoodcouncil.org

**Minutes of the DNC Meeting held on Thursday 18th July 2013 at 7pm
in The Church Lounge, London Road Methodist Church
London Road, Horsham.**

MINUTES

1 2013/24 Meeting Open and Welcome from the Chairman
PCSO Laura Ward was expected at this evenings meeting, however did not arrive.

Action: JH to contact PCSO Ward.

2 2013/25 Attendance and apologies for absence

Present: Trudie Mitchell, Jane Apostolou, Martin Bruton, Ian Botting, Gianni Lozzi, and John Moon

Also Present: HDC Cllr. Frances Haigh, HDC/WSCC Cllr. David Sheldon (arrived 7.25), WSCC Cllr. Nigel Dennis

Apologies for Absence: Jo Bull, Judy Pounds, HDC Cllr. David Holmes and Clerk, Jenny Hartley

3 2013/26 Declaration of Members Interests

JA, Chair of HTCP (Agenda item 8.12).

4 2013/27 Approval of Minutes from last meeting (20.06.2013).

Minutes approved, proposed IB, seconded JM

5 2013/28 Matters arising from last meeting and Action points

The Hall is booked for combined Nov/ Dec Meeting on 9th December 2013.

6 2013/29 Chairman`s Report

Meetings attended

08/07/2013 – NC Chairs and Helena Croft

11/07/2013 – West of Horsham Liaison Group (see separate report)

16/07/2013 – Railway Station and Subway Group (see separate report)

17/07/2013 – Horsham Society co-operation

Future meetings

22/07/2013 – Un-Parished Group - MB, JM and JA agreed to attend

24/07/2013 - West Street Project

08/07/2013 – NC Chairs and Helena Croft

There were no major developments, matters discussed included:

Neighbourhood Forum – HC is not closely involved

The Town Centre Task and Finish Group will be concentrating on signage at its September meeting

Blackhorse Way - Garry Mortimer-Cook is following up on Horsham Society proposals to create murals. It is hoped the national chains may show more interest following the West Street improvements. HC is actively pursuing the problem of safety at the crossing point with WSCC, but so far with no success.

The Causeway – HC is also having difficulties communicating with WSCC regarding the lorry problem and may have to visit Chichester to raise the matter in person.

Westrock / Waitrose development – HC confirmed that Westrock have co-operated in amending their original plans to adjust to problems raised by HDC. John Lewis At Home is likely to take the second unit but this is not confirmed. There are no firm offers on the exiting Waitrose space.

Christmas Lights

Garry Mortimer-Cook confirmed 15/07/2013 that the tender specification is nearly complete. The contract will be for £13,500 p.a. for 3 years + 1 year option. HDC will retain £1,500 p.a. for maintenance and power supply. There will be a get out clause if the HDC Budget has problems. Originally only 3 tenders were to be sought but this has been changed to an open competition. Companies will be asked to maintain the permanent tree lights, which are in need of replacement or repair this year, this cost will be spread over the term of the contract. They will also be asked to supply cross street lighting and Christmas trees especially a large tree in the Carfax. The West Street Project is likely to include permanent decorative lighting, in which case the West Street cross street lights will have to be all white with a more contemporary appearance, or may be replaced by slim illuminated trees plugged in at street level. The NCs will be involved in the evaluation of the tenders, we have been assured that companies are eager to bid and there is not a problem with the time scale.

The lights are planned to be switched on 14th November to coincide with the Launch of West Street on 16th and the Rotary Christmas Market on 17th. HDC is also working through the Rotary Association to become the hosts for the BBC Children in Need SE Regional presentation, which will be good publicity for Horsham.

Time Well-Spent Leaflet

There is sufficient money in the kitty to order a reprint to last through 2013. Distribution started earlier this year at Easter and is spread over 400 locations including railway stations.

Next year the leaflet may need amending to include the revamp of West Street and a decision will have to be made re sponsorship. There is also a desire to be able to measure the success of the leaflet – possibly by offering a redeemable voucher. Jeremy Knight and the NCs will be involved in discussions for 2014

17/07/2013 Horsham Society Meeting

The meeting was between David Moore and TM as Chairs at the request of DNC. The Horsham Society has a strong presence in Horsham Town and is often represented at various stakeholder groups, although it is not an official consultee for HDC planning applications. Recently The Horsham Society has recently put in a report to HDC on improvements required in Blackhorse Way and a request or the Drill Hall to be listed as a Community Asset. While DNC has no disagreement with these actions the meeting was held to ensure better communication and it was agreed that The

Horsham Society will in future give us prior notice of any actions involving the Denne area. We already have links with their Planning Committee and alert each other to potential problem applications e.g. we both objected to the original High Ropes scheme for the Pavilions.

We do not expect to always agree but we should be aware of each other's activities.

Re Blackhorse Way HDC are checking the legal situation and contacting Aviva which owns The Forum. They are setting up a meeting with the traders backing on to the road and DNC will be invited to attend.

Proposed North Street Conservation area – because of the ill health of Roy Worskett this Horsham Society proposal is on hold.

Westrock Development – Horsham Society are querying the traffic modelling and requesting an explanation as to why Albion Way cannot be diverted as per the Town Plan.

The Horsham Society also has strong views on the Neighbourhood Forum and their expertise will be an asset in drawing up a Neighbourhood Plan. David Moore has been invited to address the next Un-Parished Group Meeting.

7 2013/30 Clerks Report

There was no report this evening.

8 2013/31 Reports from Members:

8.1 2013/32 Finance (Including an update on on-line banking)

GL reported that following the receipt of our grant and allowing for outstanding payments, the bank balance is £7131.47.

GL confirmed that two out of the three signatories could approve payments on an Internet bank account. Approved by members and GL was asked to open account.

8.2 Section 106

TM reported that arising from the approval of the planning application for The Firs in Guildford Road there would be a Section 106 sum of £10,126 available for Community Centres and Halls. TM had checked with Val Cheeseman if the use of money was restricted to buildings and it is not clear. Members were asked for suggestions in addition to the list submitted 15th April 2012 as some of these were no longer viable. We have already agreed to assist the HTCP Riverside Walk project in future. Schemes must be for capital expenditure and not maintenance.

Revised suggestions included:

- Fitting out the Community Hall to be built on the West of Horsham Development.
- Benches for around the Hills Farm Lane sports pitches.
- Horsham Park - a Drinking Fountain, an Outdoor Gym / Exercise Machines, improvement to the Hurst Road entrance.
- Checking out if The Needles or Age UK have any requirements e.g. computer equipment.

No decision was made and ideas need discussing with HDC. David Sheldon informed the meeting that Howard Collins, the officer responsible for Community Facilities, is leaving in 6 weeks' time.

8.3 Planning

Tree Warden

In June Julie Bolton, WSCC was to contact someone called Liz, who was recommended by Michael McCabe as a potential Tree Warden. JB was reminded this week and discovered that the e-mail had gone missing (new system at WSCC) and she needs to find the contact details again.

Action – MB to contact Andrew Dickerson to submit a test report on the Planning Application involving the trees at Hills Farm Cemetery.

Bus Station

WSCC have sent out a request for our views on the stopping up of the Highway where the Bus Station has been built – this presumably should have been done prior to the building of the Bus Station and is to correct the oversight.

Action - TM to respond to WSCC Stopping up order for the bus station - no objection.

8.4 Highways and Transport

Hills Farm Lane

Road works will take place in Hills Farm Lane July 29th – August 20th to create the traffic calming scheme. Residents should receive a letter shortly. No changes have been made to the agreed scheme following the safety audit, nor are any changes required to incorporate the cycle route approved by the CLC. It has been confirmed that the southbound bus shelter will match the existing northbound shelter.

Some work has been done on clearing overgrown vegetation from the Hills Farm Lane pavement and the other outstanding matters have been raised again with Paul Stanford at Highways.

Station

See separate report

LSTF Station Forecourt project

A discussion took place on the proposed changes; TM read the draft response already prepared and will add members' view that the narrowing of North Street to accommodate a cycle lane and the widened toucan crossing will not be of any benefit and are unnecessary.

8.5 West of Horsham Development

11/07/13 Liaison Group Meeting – see separate report

The Twitten update

After a long delay WSSC has consulted DNC on the stopping up order and we have responded asking for it to be actioned as quickly as possible.

8.6 Communications

Website

A meeting still needs to be arranged between TM, MB, JB and Emma Ford to look at the new website in detail. It was agreed to carry on with the BT free site for the time being to see if it proves sufficient for our needs. However GL recommended DNC should pay the small sum required to ensure retention of the domain name.

District Post

MB thanked JA for organising District Post article to include a section on the Neighbourhood Councils.

8.7 Community Services – Youth

David Sheldon, on behalf of Horsham Matters, reported the youth workers are in place and meeting people to establish requirements. The main concentration so far has been on Roffey rather than the Town Centre

8.8 Community Services – Older Persons

No report this evening

8.9 Police

JB had sent an e-mail referring to Facebook discussions about drinking problems in Denne Parade as well as around the Shelley Fountain. No one was aware of a problem in Denne Parade and queried if the location was correct.

MB referred to Operation Crackdown and suggested that a Police representative be invited to speak at the next DNC meeting to explain the working of what was involved.

Action – JH to issue invitation

8.10 Emergency Plan

IB reported that WSCC will fill grit bins before the onset of winter but will not replenish supplies. There was a discussion on possible additional locations, JA suggested by the Albion Way Subway and this will be submitted.

Action – IB to contact Tony Skelding to confirm what response required from DNC to WSCC.

8.11 HALC /CLC

Nothing to report on HALC

Next CLC Meeting 23rd September

8.12 HTCP

Memorandum of Understanding between NC's and HTCP

TM asked members if they wanted any further amendments to the HTCP

Memorandum of Understanding between the NCs and HTCP. Copies of the HTCP original proposed document and an amended document taking into account changes made by the NC Chairs and Forest NC had been circulated prior to the meeting. No further changes were suggested and the revised version was approved (Proposed MB, seconded GL). JA confirmed she had read the amendments carefully and approved the revised version.

The MoU will be discussed and hopefully finalised at the Un-Parished Group meeting on 22nd July.

District Post

JA *in her report* drew attention to two articles which had appeared in the District Post relating to HTCP and the Neighbourhood Councils.

Riverside Walk

Good progress has been made and that subject to the ticking of the relevant boxes before a formal letter of grant was received. It was hoped to commence work in September/October. All tenders had been received and the quotations checked.

Content of Interpretation boards had been finalised and consultations with Jeremy Knight of Horsham Museum before the submission to company making boards.

All licences and permissions were in place and consultations have been carried out with the NCs and North Horsham Parish Council on the placement of items. Checks are being made to ascertain if there was a need to consult residents at certain points.

Neighbourhood Watch

A list of items has been compiled to help day to day running of the Horsham NHW. It will now be approved within HTCP and help to look for funding. A grant of only £450.00 is required.

TM drew attention to news reports about increasing the scope of Neighbourhood Watch schemes to include looking out for vulnerable neighbours.

Hyper

Will have a stand in Horsham Park at the Sparks in the Park event on 28th July to raise money for activities run by a charity called "Sussex Fun Days" for disabled children. HTCP have had a banner made to use at this even highlighting HYPER. A Gazebo has also been purchased for use at this and other events.

Assistance

JA requested assistance for compiling the Neighbourhood Parade Database that HTCP are required to update by HDC as a condition of receiving a grant.

8.13 Park/Countryside

Flooding problem

A request had been received from Evan Giles that DNC would front an HDC application for Operation Watershed funding to solve the problem of flooding in North Parade and Horsham Park.

Members agreed in principle subject to more detailed discussions with HDC

Action – TM to reply to EG and ask him to set up a meeting.

Open Space S106 – All parishes and NCs should be receiving a letter from HDC in July re available developer contributions for open spaces, recreation and sport. HDC have identified a number of projects in the town area. We have the opportunity to add to the list.

Action: TM to follow up progress report with JB on other actions, including Horsham in Bloom prize.

9 2013/33 Neighbourhood Plans and SHLAA

Neighbourhood Forum - TM explained that Frances Haigh had offered to act as temporary Chair and contact person to assist with setting up. It was felt that it would be better to have someone independent of the NCs.

In order to get initial funding and support from Locality the Horsham Neighbourhood Forum required a name. The NC Chairs wanted something memorable that would not be confused with other Horsham Groups. TM had suggested Horsham Blueprint and this had already been approved by Forest NC. Denne members seemed to like the idea and also voted to approve the name.

Frances Haigh said that HDC will be discussing providing financial assistance for the Neighbourhoods plans next week.

SHLAA – Nothing to report

10 2013/34 Members' Questions and Comments

MB asked after JH's health and all members wished her well.

11 2013/35 Reports from County and District Councillors

HDC/WSCC David Sheldon:

East Street - DS informed the meeting that the decision of East Street Public Inquiry had been received and that subject to resolving a minor problem re the Disabled Badge parking bays by the Ask Restaurant, the proposed Road Traffic Order should be made permanent.

Library – Orchard Surgery Footpath. Consideration was being given to providing a footpath round in front of the library as an alternative to the existing sloped path.

Community Projects – DS has a meeting planned to discuss several outstanding matters with Frankie Spurgeon. She is the new WSCC Community Engagement Officer since Steve Bicknell returned to Highways.

David Sheldon and Frances Haigh left to attend another meeting.

WSCC Nigel Dennis:

Street Lights - ND reported that the replacement of street lighting columns had now commenced in the Denne Neighbourhood Council area, some complaints had been received from residents about the positioning of new columns closer to houses at the rear of the pavement, rather than near the kerb edge. The new lights are much more directional and the revised positions are to ensure the pavements are best illuminated; it is also a safety measure to avoid traffic accidents.

Overgrown vegetation - Work on hedges overhanging footpaths was being carried out by County Council staff on an ad hoc basis following the end of the Highway Rangers scheme that operated a rota for clearing areas.

An additional the bus stop had been provided in Wimblehurst Road and sited outside the Wimblehurst Hotel for route 51.

12 2013/36 Date of next meeting

Members agreed that the August 15th meeting should go ahead as all present would be available.

Action – JM to confirm hall booking

There being no further business the Chairman closed the meeting closed at 8.55pm

Signed: _____

Date: _____