



# DENNE NEIGHBOURHOOD COUNCIL

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

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**Minutes of the DNC Meeting held on Thursday 19<sup>th</sup> September 2014 at 7pm  
in The Church Lounge, London Road Methodist Church  
London Road, Horsham.**

## MINUTES

### **1. 2014/198 Meeting Open and Welcome from the Chairman**

TM opened the meeting and welcomed those present.

### **Report from Police**

No one in attendance this evening. The Clerk has requested a report to be sent post meeting.

### **2. 2014/199 Attendance and apologies**

Present: DNC Chairman Trudie Mitchell (TM), Martin Bruton – Vice Chairman (MB), Jane Apostolou (JA), Ian Botting (IB) and John Moon (JM).

Also Present: J. Hartley - Clerk (JH), HDC Cllr Frances Haigh, WSCC Cllr Nigel Dennis, Cllr David Holmes (HDC) and Cllr David Sheldon (WSCC/HDC) - arrived at 19.20pm

Apologies for absence were received from: Jo Bull (JB), Judy Pounds (JP) and Gianni Lozzi (GL)

Absent: Cllr L Deakins

### **3. 2014/200 Declaration of Members' Interest**

JA declared in interest in item 9 – HTCP as Chairman of HTCP and S106/Wimblehurst Road Residents Association.

MB declared in interest in item 9 – HTCP as a Director of HTCP.

TM declared an interest in Item 10 – Horsham Blueprint.

### **4. 2014/201 Approval of Minutes from last meeting (17.7.14)**

Minutes approved. Proposed MB seconded by IB.

### **5. 2014/202 Matters arising from last meeting and outstanding action points.**

The Clerk noted the amendments to the above minutes. Members gave brief updates on matters not on the agenda for this meeting.

### **6. 2014/203 Chairman's Report**

#### **Meetings attended**

22/07/2014 – A24 Update – presentation from Andrew Howick, WSCC Implementation team, re grade-separated junction circulated 24/07. Issues raised included that there don't seem to be any delays caused by the road works and there needs to be some positive publicity so shoppers do not avoid Horsham.

22/07/2014 – Broadbridge Heath Leisure Centre users with HDC (DNC involved because new running track will be in our area and centre is nearest available for DNC residents).

12/08/2014 – Bishopric Stakeholder Meeting (notes circulated)

13/08/2014 – Norfolk House redevelopment meeting between applicant and DNC Planning Committee. Discussion enabled DNC to air objections and put forward some ideas. (See objection on HDC website ref. DC/14/1252)

26/08/2014 – Highways Meeting (see report circulated)

27/08/2014 – Subway Meeting (notes not yet available)

29/08/2014 – West of Horsham site visit (see report circulated)

03/09/2014 – Windrum Close and Basin 5 site visit (see report circulated)

11/09/2014 – Albion Way junction meeting with WSCC (see report circulated)

15/09/2014 – CLC – Two matters of interest for DNC

1) West of Horsham Strategic Development – impact on Infrastructure. Pieter Montyn Cabinet Member for Highways and Transport responded to the letter sent after the June CLC meeting which raised concern about the funding shortfall. He said there are difficulties with the phasing of developer contributions and additional sources of income would be required; he recommended that CLC work with WSCC Officers and local stakeholders to establish priorities. CLC had already agreed to engage with Broadbridge Heath Parish Council. TM asked that Denne NC be included in discussions as it is equally affected regarding A24.

2) Horsham Hospital – a representative of a patients' organisation raised the problem of insufficient parking at Horsham Hospital. Members noted that demand would increase with additional population and the increase in clinical procedures planned. It was suggested that liaison with HDC is necessary to discuss the potential development of Hurst Road if various services move out of town. There is an opportunity to create a medical facility for general practice next to the hospital instead of at Broadbridge Heath. Another suggestion was for a 2-tier car park. It was decided to invite the Clinical Commissioning Group to attend the December meeting to discuss requirements for services.

16/09/2014 - Subway meeting with Network Rail and Southern.

17/09/2014 - Boulevard Bridge landscape meeting with Evan Giles

17/09/2014 – Linden House meeting with applicant

18/09/2014 – Bishopric Stakeholder Meeting

#### Future meetings

22/09/2014 – Park House viewing to assess potential for community use.

23/09/2014 – Quarterly Meeting with Natalie Brahma-Pearl and Helena Croft – any topics for the agenda?

#### Christmas Lights

Garry Mortimer-Cook had a meeting with Festive on 28<sup>th</sup> August to discuss illustrated plan. It is hoped to include an additional 2 swags of lights across East Street – need agreement of landlords for creating fixing points. He is negotiating for a large tree with the cost to be spread over 2 years. There should be a consultation meeting with NCs soon.

Switch on is planned for 13<sup>th</sup> November so it falls after Remembrance Day services on 9<sup>th</sup> November.

#### Horsham District Planning Framework Examination

An e-mail was received 15<sup>th</sup> September with attached documents from the Inspector regarding the examination containing Guidance Notes with key information on submitting further statements and deadline dates, plus the format in which documents should be submitted.

We need to decide if there is any purpose in making a further submission. Members decided nothing further required

#### New structure at HDC

There have been many new faces at HDC in the last few months and the new structure was circulated to members on 26<sup>th</sup> August.

#### Market meeting

Unfortunately no one was available to attend the meeting on 22<sup>nd</sup> July and the minutes have not yet been circulated.

#### Potential New Member

We have had an expression of interest from Steve Cluer who has recently retired. He is also involved with HTCP and Blueprint. He is away at the moment but will hopefully attend the next meeting.

## **7. 2014/204 Clerk's Report**

#### DNC Notice Boards

The Clerk informed Members that notice board in the Carfax has at last had the backboard replaced.

#### I.D Cards

These are expected in approximately 7-10days.

## **8. Reports From Members:**

### **8.1 2014/205 Finance**

TM read the report submitted by GL.

From last Bank Statement:

Balance on 1 August 2014 £ 7226.40

Total Paid In £ 0.00

Total Paid Out £ 552.00

Balance on 28 August 2014 £ 6674.40

Money paid out in August:

£ 122.00 to Methodist Church for hire Hall from May to August

£ 150.00 to Horsham District Council for Horsham in Bloom Planter

£ 280.00 DNC Contribution to West Sussex County Council for DNC Clerk July Payment

Balance at 18 September 2014 £ 6674.40

To be paid:

£ 243.80 to Zurich Insurance plc for DNC Public Liability Insurance renewal

£ 280.00 to West Sussex County Council for DNC Clerk August Payment

### **8.2 2014/206 Section 106 Agreements**

#### HDC Reports

An e-mail was received 5th September from Melanie Stowell to say work on the revised monthly report is progressing.

17<sup>th</sup> September we were contacted by Jessica Grange, Senior Internal Auditor requesting information on the use and value of the existing reports. TM has requested to meet her to explain previous discussions with Trevor Beadle and Melanie Stowell.

#### Wimblehurst Road

JA reported that Wimblehurst Road Residents Association met recently with WSCC and made an application for safety measures on Wimblehurst Road. ND reported that there has been a request for £30,000 from the developer towards this project. A traffic assessment is underway for the planning application relating to the Novartis Car Park and this was added to the schedule.

### **8.3 2014/207 Planning**

MB reported that following the quieter summer period, the applications are starting to pick up.

Linden House – update: DNC met with the developer recently and reviewed the plans for this building. There are some concerns regarding the louvres/ window panels proposed.

In addition to the above report, TM informed Members the iWS application DC/14/1311 for change of use to residential (65 units) has been granted prior approval by HDC – this did not require consultation. Application DC/14/1905 for an additional 14 units in a 2-storey extension went out to consultation on 16<sup>th</sup> September.

**ACTION: TM to circulate the responses from the developer re: Linden House.**

Norfolk House See Chairman's report

#### Street Table and Chair Licences

DNC heard third hand about an application for a licence for tables and chairs for outside premises in East Street, to which we objected. Although we had not been consulted, various non-statutory consultees (for planning applications) had been asked e.g. Gill Buchanan. We asked why DNC were not consulted and we have been assured that we will be automatically included in any future applications

West Walk apartment extension – DC/13/1916 - despite our objection this will be recommended for approval as a delegated decision. We asked but it is too late to go to committee. In future if there is any delegated application to which we have a strong objection we will have to request it goes to committee when we respond.

#### **8.4 2014/208 West of Horsham Development.**

Jonathan Hugo - is our new main contact.

Application DC/14/1457 for 115 houses in Phase 2b was received 14<sup>th</sup> July. This is the area north of the new A24 access road. As requested by Denne NC some amendments have been made to the boundary between the apartments and the slip road and to the garden areas. Therefore our objection has been withdrawn.

Site visits – see reports circulated.

Working Hours – a complaint was made during site visit about work starting before permitted hours; Berkeleys agreed to instruct all their work force and contractors. However the early starts continued so a further complaint was made and at the moment work is starting at the correct time.

#### **8.5 2014/209 Community Services – Youth**

There was no further report this evening.

#### **8.6 2014/210 Community Services - Older Persons**

MB chaired the first meeting on 10<sup>th</sup> September 2014. MB is re-writing the constitution and seeking to gain further publicity for this group. MB intends to review the remit and move issues forward. Next meeting is 12<sup>th</sup> December 2014.

Discussions took place regarding possible ways of helping with start-up funding for this group.

#### **8.7 2014/211 Highways and Transport**

Street Lights:

Hills Farm Lane – SSE is currently installing street lights in Hills Farm Lane. Most are being relocated to the east side of the road on the grass verge rather than among trees on the west side. Unfortunately there is no power supply and connection has been achieved by linking in to power supplies in the side roads. Unfortunately none of the residents in the side roads were informed of this as only the few addresses actually on Hills Farm Lane were notified. TM complained to SSE about considerable disruption and the glare from the new lights.

Talbot Lane – A resident asked for DNC help to get 2 street lights repaired between Talbot Lane and Anchor Court. These old style lamps are the responsibility of HDC, Andy Main has agreed to repair these by end September 2014.

Roundabout Sponsorship

WSSC has ended its contract with [www.sponsoraroundabout.com](http://www.sponsoraroundabout.com) and has taken the sponsorship back in house. HDC is licensed by WSSC to operate sponsorship on 6 town roundabouts but currently have not got the resources to seek new sponsors, HDC are responsible for maintenance.

There are only 2 roundabout sponsorship deals still running in Horsham:

- 1) Worthing Road near Sainsbury's – expires March 2015.
- 2) Outside Horsham Station – expires May 2016.

Talbot Lane – resurfacing / accidents – see report circulated.

Park Place - see report circulated.

Road Signage – Pondtail Road

MB asked if a new warning sign could be added to the Trundle Mead junction to show there is a junction approaching. On approach under the bridge (to turn right into Trundle Mead), it would be useful to have this signage added.

**ACTION: Cllr Dennis noted this request.**

MB also reported overgrown vegetation blocking the view on the central reservation at the junction with Pondtail Road/Old Mill Meads.

**ACTION: Cllr Dennis will request the vegetation be cut back**

#### **8.8 2014/212 Communications**

No further update this evening.

#### **8.9 2014/213 Park and Countryside**

##### Horsham in Bloom Award

No one responded to the request to nominate a garden for the Denne NC award.

Therefore one of the runners up from last year, WDR, 60, London Road, was submitted as they have made a good effort again this year.

##### Hurst Road to Horsham Park Alleyway

JA reported that overgrown vegetation needs cutting back and the bin for Cigarette butts is also overflowing

**Action: TM to report to the relevant departments.**

#### **8.10 2014/214 Emergency Plan**

##### Salt Bin Audit

28<sup>th</sup> July a response was made to the WSCC to know the condition and quantity remaining of salt supplies.

This was done at very short notice as we did not receive the original request. Thanks to IB for checking

##### Longfield Road flooding

WSCC still have not done the inspection to investigate the cause of flooding in properties along this road. It was promised for April and we were contacted by a resident in July to say it had not been done. A second reminder in August produced another promised date of end September.

#### **8.11 2014/215 Police**

MB confirmed that the regular community meetings no longer seem to be held.

Door knocker/rogue traders – please call 101 if there is a problem, the police will give a reference number. This can be quoted if the trader returns and causes any trouble necessitating an emergency call to 999.

IB reported there are still speeding issues along Guildford Road and Hills Farm Lane area.

#### **8.12 2014/216 Town Centre**

##### Notice Boards

Grubby Horsham has been featured in the WSCT. There is a major problem with lack of manpower but much of the street signage is absolutely filthy and in poor repair. This includes notice boards in car parks and for the Capitol Theatre, which gives a very poor first impression of our town.

We have reported to HDC a couple of Notice Boards that are in dire need of a wash and replacement content.

Please contact DNC Clerk if you see anything awful.

##### Bishopric Meeting

Notes of this morning's meeting will be circulated in due course.

#### **8.13 2014/217 HALC/CLC**

The HALC meeting clashed with the DNC meeting this evening, therefore no one from Denne attended.

#### **9. 2014/218 HTCP**

JA reported on the following headline news. A copy of the full report is available from the Clerk

##### Horsham Riverside Walk Enhancement Project – Phase 1:

An extremely successful Celebration Walk took place on Saturday 26<sup>th</sup> July to mark the completion of phase 1. Over 200 people of varied walking abilities took place.

The application with the CLC for appropriate pedestrian crossing signage on the A264 near Old Crawley Road has been approved.

The final claim regarding the Biffa Award for this phase of the project has been made. The funds have been paid into the HTCP bank account and reimbursement made to HDC for payments made on behalf of HTCP .

#### Horsham Riverside Walk Enhancement Project – Phase 2:

This Phase of the project focuses on footpath improvements with possible re-routing of the path around Warnham Local Nature Reserve to enable the Walk to follow a more rural route in this section.

#### Bishopric Enhancement Project:

HTCP are also represented on the project group. Updates will be circulated by DNC.

#### North Street Subways:

HTCP are also represented on the project group. Updates will be circulated by DNC.

#### Park House:

The future of Park House is now uncertain as HDC are due to relocate their offices from this building. HTCP are involved in organising a tour with local representatives from local community groups. The tour is taking place to ascertain if there could be a future financially viable community or other use for the building.

Note: Cllr Holmes reported on a contact name for the possible boutique hotel – Clive Viner.

### **10. 2014/219 Horsham Blueprint (HB) Neighbourhood Forum**

#### Consultation

At long last HDC has agreed to put the Blueprint Neighbourhood Forum submission out for consultation; this will run from September 4<sup>th</sup> to 16<sup>th</sup> October. There are two separate applications to approve: the designated area and the Blueprint application to create a Neighbourhood Forum. It is important that support is shown for both applications which can be found on-line

<http://www.horsham.gov.uk/planningpolicy/planning-policy/neighbourhood-planning/current-neighbourhood-plan-consultations>

**ACTION: All Members are requested to respond to the online consultation.**

#### Place Checks

Part of the consultation with the public that is required for the Neighbourhood Plan can be done by place checks, see <http://www.placecheck.info>. These are walkabouts, including members of the public, aiming to highlight specific issues that require action and developing ideas for the Neighbourhood Plan.

The first took place along Queen Street, between Clarence Road and the Iron Bridge on 9<sup>th</sup> August. Some of the issues identified have been passed to HDC and to West Sussex County Council for action.

Businesses along Queen Street were visited individually to establish the problems and what could be done to improve the area. Some of the main problems related to parking regulations, the condition of the pavement and cleanliness.

Cllr Holmes stated the online consultation does not ask for a 'yes/no' response in support/against the proposal of the Neighbourhood Plan.

**ACTION: Clerk to email the consultation link to DNC Members.**

### **11. 2014/220 Members Questions and Comments**

Needles Estate Meeting JM reported he had received a drop card and questionnaire. JM attended the meeting and it appears they are trying to get ideas from the Needles Estate and surrounding residential areas on ways

in which to improve the area.

Cllr Haigh reported this is being promoted via 'Think Family' which is a national organisation for families in need of support. It is aimed at building communities and finding ways of helping vulnerable families/ in need of support. There is funding available for this project.

#### Doctors' Surgeries

JM raised the issue of the three local GP surgeries being merged/moved to Broadbridge Heath. (Riverside, Orchard and Courtyard Surgeries).

Cllr Holmes stated there is no formal consultation at this stage, and the concept seems to have evolved. It is understood this concept is being reviewed by HDC. DNC can send in their comments to HDC for consideration.

Cllr Haigh will send the links relating to the GP comments and encouraged comments to the CCG as a matter of urgency rather than wait for a consultation.

**ACTION: TM to send DNC comments to HDC.**

**ACTION: Cllr Haigh to send the links to the GP comments regarding this concept so DNC Members can submit their views.**

## **12. Reports from District and County Councillors**

### **Cllr David Sheldon (HDC/WSCC)**

Consultation on the extension of Tanbridge House School will take place shortly. Cllr Sheldon left the meeting at 20.21pm.

### **Cllr Frances Haigh (HDC)**

#### Pavilions:

The pool is to be closed for a couple of months for repairs.

#### Changing Rooms below the Bowling Alley:

No success so far in securing funding and help with a refurbishment.

#### New HDC Officer – Chris Lyons:

He has a huge portfolio and is working on securing new staff/recruitment.

#### Community Infrastructure Levy (CIL):

HDC are not happy with the calculations. Scrutiny are looking into this further. This will be delayed until April 2015.

#### Collyers/Pedestrian Crossing Points:

Cllr Haigh reported HDC has been approached by Collyers once more to resume the investigations regarding the crossing point at Horsham Station.

Cllr Dennis reported that WSCC still intend to have a meeting to review this further.

### **Cllr Nigel Dennis (WSCC)**

#### Controlled Parking Zone Review

Draft Plans have been put together in the last week. Chichester and Norfolk Terrace are proposed to have an additional parking space in both roads. There is the potential of obstruction which has been questioned by Cllr Dennis. Springfield Road – Possible extended loading bay to assist with the large lorries making deliveries to the shops. There will be formal consultation in due course.

### **Cllr David Holmes (HDC)**

#### Norfolk House Application

Cllr Holmes has been focusing on planning matters, particularly McCarthy and Stone (Norfolk House application). This application has had 6 Planning officers working on this and been particularly difficult to

Cllr Holmes had a meeting onsite today with WSCC Planning officer and HDC officer to open dialogue regarding the issues surrounding this application.

As HDC did not inform residents properly of the Norfolk House application, Cllr Holmes and Cllr Haigh are working hard to keep the residents better informed going forward.

Cllr Holmes feels the application is not sympathetic to local area and not in keeping to the other buildings in that road. It is likely to go to the Development Control Committee Meeting on 4<sup>th</sup> November.

Cllr Holmes has been informed by Alex Jack, WSCC that HDC Members can contact WSCC Officers regarding any planning responses received (e.g. highways) that they are concerned about and these can be further reviewed.

#### Bishops Weald Building/Westrock

Town Members met with Westrock to review the planning application. Drawings are expected by the Case Officer on Monday – Cllr Holmes will review these as soon as possible.

#### Horsham District Planning Framework

Cllr Holmes has sent the link to this has been sent over to TM and JH earlier today. There is a map of the District which includes other areas that the Inspectorate is looking at. These areas have been ones mentioned in the consultation – not to cause alarm.

#### Permitted Development

Cllr Holmes is trying to get procedures improved on permitted developments. The Norfolk House application is with the HDC Legal Department for determination based on a previous application from the owner of the building.

It is also relevant to the Linden House development.

### **13. 2014/221 Date of Next Meeting**

Thursday 16<sup>th</sup> October 2014

#### Discussions regarding DNC November/December meeting:

It was agreed the November and December would be amalgamated and the date for the meeting would be Thursday 4<sup>th</sup> December 2014.

Cllr Dennis sent his apologies for this meeting.

There being no other business the Chairman closed the meeting at 21.13pm

Signed:\_\_\_\_\_

Date:\_\_\_\_\_