

# DENNE NEIGHBOURHOOD COUNCIL



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

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**Thursday 4<sup>th</sup> June 2015 at 7pm**

**The Church Lounge, London Road Methodist Church, London Road, Horsham.**

## MINUTES

Item	Detail	Lead
1	<b>Meeting Open and Welcome from the T.Mitchell PCSO Charlene Parsons and PCSO Adrian Bell</b>	T.Mitchell
<p>Meeting opened and TM welcomed those present.  <u>Police</u> – Apologies received from the Police this evening. Their report had been circulated ahead of the meeting.  <u>Co-Option of Judy Pounds</u> – Members were asked to support the co-option of Judy Pounds to DNC. All Members voted in favour. Proposed GL seconded IB.</p>		
2	<b>Attendance and apologies for absence</b>	T.Mitchell
<p><b>Present:</b> Trudie Mitchell (TM) – DNC Chairman, Martin Bruton (MB) – DNC Vice Chairman and Chairman of DNC Planning Committee, Jane Apostolou (JA), Judy Pounds (JP), Gianni Lozzi (GL) and Ian Botting (IB). Jenny Hartley (Clerk)  <b>Also Present:</b> Cllr David Skipp (HDC) and Cllr Tony Hogben (HDC).  <b>Member of the Public</b> – Mr. Alfred Child  <b>Apologies:</b> Cllr Nigel Dennis (WSCC), Cllr Adrian Lee and Cllr D Sheldon (WSCC)</p>		
3	<b>Declaration of Members' Interests</b>	T.Mitchell
<p>JA declared an interest in item 9 – HTCP  TM declared an interest in item 11 – Blueprint Forum</p>		
4	<b>Approval of Minutes from last meeting (16.4.2015). *</b>	T.Mitchell
<p>Minutes approved – Proposed: JA. Seconded IB.</p>		
5	<b>Matters arising from last meeting &amp; Action points</b>	T.Mitchell
<p>TM informed Members there had been no further update on the situation regarding the rear entrance to the Capitol Theatre.  <b>ACTION: TM to chase HDC for a further updated.</b></p>		
6	<b>Chairman's Report</b>	T.Mitchell
<p><b>Welcome to new Horsham District Councillors</b>  Introduce everyone</p> <p><b>Apologies for cancelling the May 21<sup>st</sup> meeting at short notice</b>  This was due to the unexpected number of apologies: we decided to hold an interim meeting as otherwise the June 25<sup>th</sup> meeting which includes the AGM would have been extremely long. The June meeting was postponed from 18<sup>th</sup> as this date clashed with the Neighbourhood Council elections. Thanks for attending.</p>		

### **Neighbourhood Council Elections**

We have received notification from Horsham District Council that only 5 nominations were received therefore no election is required & those nominees automatically become Councillors: Trudie Mitchell, Jane Apostolou, Martin Bruton, Ian Botting & Gianni Lozzi.

John Moon decided to retire after many years of civic service. Gift????

Unfortunately Judy Pounds did not submit her nomination in time but has agreed to be co-opted.

### **Co-option**

Nominate & Second Judy Pounds

### **HDC Local Members for Denne Area**

David Holmes & Laurence Deakins stood down before the District Council Elections on May 7<sup>th</sup>. Neither Frances Haigh nor David Sheldon was re-elected: they will be missed as both gave great support to DNC.

However we hope to quickly build up good relations with our new Councillors who are:

Denne: Tony Hogben & Adrian Lee

Horsham Park: Josh Murphy (re-elected), Connor Relleen, David Skipp

Holbrook West: Peter Burgess & Christian Mitchell (both re-elected).

We have sent welcoming letters & hope they will attend our meetings on a regular basis.

### **Horsham MP**

A welcoming letter was also sent to our new MP, Jeremy Quin. We hope he will take more interest in local affairs than was shown by Francis Maude. We realise he is very busy but want to arrange a meeting between him & all the Neighbourhood Councils so that he realises the work we do.

### **Meetings attended**

17/04/15 Community Youth Work – minutes circulated  
22/04/15 7.00-9.00 General Election - all candidates speaking at Kingdom of Faith Church  
29/04/15 Planning Department – To see new HDC offices & resolve some queries – see 8.3  
30/04/15 Simons Group – contractors for John Lewis Partnership development – see 8.3  
12/05/15 Horsham Unlimited – notes circulated  
20/05/15 HDC Annual Meeting & Reception  
28/05/15 Town Centre Walkround – Cancelled  
01/06/15 Un-parished Group Meeting  
03/06/15 Subway Group – Cancelled  
04/06/15 West of Horsham – Site visit - Cancelled

### **Future Meetings**

17/06/15 John Lewis Pre-Opening Reception

7	<b>Clerk's Report</b>	Clerk
There was no report from the Clerk this evening.		
8	<b>Reports from Members:</b>	
8.1	<b>Finance</b>	G. Lozzi
GL reported the balance of the DNC account as at 22.4.15: £3884.93.		
<u>Online Banking</u> – GL reported that they require a copy of the constitution and a letter from HMRC. It was decided that as DNC have been trying to open an online account for some time, but are being hampered by the regulations in place from Lloyds, Members voted in favour of changing the bank account from Lloyds TSB to HSBC.		
<u>Cabinet Members</u> - Cllr Hogben and Cllr Lee informed Members that there is unlikely to be a specific Cabinet Member		

appointed to the Town Centre, as many Members are very new to the role and duties. The duties for this role and other roles such as finance will be divided between the current HDC Cllrs.

**ACTION: Cllr Skipp will highlight the concerns to HDC relating to the absence of a Cabinet Member for the Town Centre.**

<b>8.2</b>	<b>Section 106</b>
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G. Lozzi/T. Mitchell
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TM reported next POP Panel is on 8<sup>th</sup> June 2015. On 1<sup>st</sup> June, DNC were informed that there was to be an application for the use of Community Facility funds from the DNC S106. A request for £20,000 has been made from a group of parents for a disabled swing chair to be installed in Horsham Park and Southwater Dinosaur Island. Whilst DNC fully support the idea of the project, there has been a clear lack of notice given by HDC for DNC Members discuss this matter properly.

The S106 report is very difficult to understand, and does not show clearly the total available for each S106 area. As this will be a shared facility, the funding should be shared between various funding pots.

We have informed HDC that the Monthly report is not being sent to the correct Councillors.

**ACTION: Members agreed they are in support of the proposal, however DNC will make a contribution to towards the costs involved, however other funding sources should be sought**

**ACTION: Cllr Skipp will contact Cllr G Newman and ask he raises this matter on the next POP meeting.**

**ACTION: TM to send the S106 document to JA to review for the purpose of HTCP future projects.**

<b>8.3</b>	<b>Planning</b>
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M. Bruton
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MB reported that there have been issues relating the HDC notifications. DNC are not always receiving the initial notifications.

Norfolk House – amendment to the application has been received. TM has been in touch with HDC to raise a query relating to this amendment, however to date, the Planning Officer has not returned TM's calls. Cllr Skipp stated that Members had requested this application be deferred, and they are waiting for further detail – however this to date has not been received.

**ACTION: TM to send the recent amendment application to Cllr Skipp**

Prewett's Mill: Amendments received 19<sup>th</sup> May; as MB was away TM submitted an objection to the revised proposals as they do not go far enough to resolve our initial points.

Planning Application System: TM met Manny Singh, Support Team Manager on 29<sup>th</sup> April at the Planning department to see the new Parkside offices & discuss various matters.

Use of desk space in the HDC offices: There is a possibility of DNC using a spare desk to look at applications as many staff are now working from home & only attending meetings at Parkside. The offices are open plan, with each desk having two screens.

Paper Copies of Planning Applications: DNC complained that a CD received had unidentifiable files most of which had been loaded upside down. MS agreed to investigate.

However Applicants are not obliged to submit paper copies & the government is encouraging the use of A3 drawings instead of A1, despite the fact that in some cases this will not give sufficient detail. Storage space has been reduced in the new offices & documents will be stored & retrieved by Iron Mountain, only one copy will be held at HDC by the legal department as Data Asset Holder for S106.

HDC Electronic system: Denne has trialled this system for years but it is now due to be rolled out to other Councils in July.

Accuracy of Information: Following the meeting TM wrote to Chris Lyons who has assured us that the weekly lists will be accurate once an officer is appointed for central validation.

There has also been a problem with the tracking system but this has now been corrected.

Outsourcing: Some major applications, including Prewett's Mill, have been outsourced to consultancies. This is to reduce the considerable backlog & avoid the Council being put into special measures.

Further Planning Problems: Our question about which applications DNC should be consulted on has been referred to Aidan Thatcher, the new Development Manager.

**Action: TM to arrange a meeting with Aidan Thatcher.**

John Lewis Partnership: The handover of the stores from the contractor to JLP has been postponed from June 5<sup>th</sup> to 10<sup>th</sup> but should still open on time on 18th.

As JLP is keen on supporting local organisations TM has requested a meeting with the store managers to explain the role of the Neighbourhood Council & discuss any possible help.

Cllr Skipp informed Members that the issue relating to the inaccurate planning lists had been discussed at HDC this week. It is understood Frances Horney will be responsible to ensuring the lists are now accurate.

<b>8.4</b>	<b>West of Horsham Development</b>	T. Mitchell
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Southern Site: Application DC/15/0499

Additional documents were submitted last week. These include a full response to the points raised by Denne & some amendments requested by Denne.

NEAP: This is open at long last & is actually being used.

Site Visit 4<sup>th</sup> June: Cancelled

Affordable Housing: Paul Kornicky, who has been active regarding the Broadbridge Heath Leisure Centre, is now querying the amount of affordable housing in both the Countryside & West of Horsham Developments. Berkeley's had agreed to pay HDC an additional £4,000,000 to provide off site affordable housing & he has requested information on how this money will be spent.

Working Hours: Work is starting before the contracted hours

<b>8.5</b>	<b>Community Services - Youth</b>	J. Pounds
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Previous minutes had been circulated to Members.

JP thanked TM for covering the Youth Services in her absence and gave Members a brief update on the current Youth Services.

TM updated Members that future funding and the support from NHPC was discussed at the recent Unparished Group. A further meeting will be held to progress this further.

<b>8.6</b>	<b>Community Services – Horsham District Older Peoples Forum</b>	M. Bruton
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MB reported there was a meeting on 2<sup>nd</sup> June 2015. The next meeting is on Wednesday 9<sup>th</sup> September at Rudgewick Village Hall.

The group is working hard to promote awareness of the group in order for them to be able to raise the profile of issues affecting Older Persons in the District. There is a website and also a Facebook page to help raise awareness of the group.

8.7	Highways and Transport	I. Botting/ T. Mitchell
<p><u>Albion Way / Bishopric Crossing</u>: Following further information from Simon's Group &amp; Gallagher's (contractors) it has been confirmed that the scale of work to be done in Albion Way has been reduced. The MOVA signal recognition system will be installed &amp; the crossing will be single stage but the central reservation will remain &amp; the road width will not be reduced. Chris Lyons has confirmed that discussions are still taking place regarding future alterations.</p> <p><u>Station Forecourt</u>: Cllr. Nigel Dennis was successful in getting the pavement area resurfaced &amp; it is a vast improvement.</p> <p><u>Subways</u>: Notes of 1<sup>st</sup> April meeting have been circulated; next meeting postponed until 8<sup>th</sup> July.</p> <p>Cycle Route: The chicane barriers have been installed but so far there is no new signage.</p> <p>Lighting: The old columns have finally been removed but as yet the more powerful lights have not been fitted to columns 28 &amp; 29.</p> <p><u>Albion Way Pedestrian Lights</u>: These have been out of order since 28<sup>th</sup> May as the power supply has failed. Electricity needs to be restored by UKPowerNet before Telent can restart the lights. Ref 4632053, 03/06/15.</p> <p><u>Parking TROs</u>: There are several proposed alterations to parking regulations most of which are minor. However there are two areas.....</p> <p>Barttelot Road: A resident has been in contact with HDC &amp; WSCC regarding problems caused by legal &amp; illegal parking in the evenings. This makes it extremely difficult for delivery vans to enter the road &amp; also blocks the only available parking places for residents: blame is put on the charges introduced for evening parking in the town centre car parks. There are some minor changes proposed in the TRO's but these are unlikely to alleviate the problem.</p> <p>The correspondence has been copied to Denne.</p> <p><u>CPZ</u> Bishopric/Left Filter Lane – There will be an introduction of a no waiting/no loading/no parking area etc. Members stated that unless this is monitored, it is likely that this will be ignored. A possible better option would be to introduce a Red Zone – no stopping.</p> <p>Waiting area close to the Carfax/steps to Sun Alliance Building – will become a no waiting area.</p> <p><u>Disabled Bays</u> (Outside ASK Restaurant) – this is to be moved to the Carfax area. Additional bay will be introduced to the rear of Bills Restaurant.</p> <p><u>Denne Parade</u> will become residents and visitors parking only.</p> <p>JA reported the WRRRA met with Dean Wadey (WSCC) to discuss the issues with the Wimbleshurst Road traffic issues. JA has been in contact with Cllr Nigel Dennis to arrange a meeting to help push this problem forward.</p> <p><b>ACTION: TM to respond to WSCC on behalf of DNC.</b>  <b>ACTION: TM to forward a copy of the email regarding the CPZ details to Cllr Hogben</b></p>		
8.8	Communications	M. Bruton
<p>MB reported he had experienced some issues recently with the website, however it is hoped this will ok shortly.</p> <p>Need to increase membership, as we should have 11 members.</p> <p>Possible ideas are: July 25<sup>th</sup> HTCP Riverside Walk - A display in the marquee at the lunch stop</p> <p>An article in WSCT</p> <p>Newsletter</p>		

<b>8.9</b>	<b>Park/Countryside &amp; Leisure</b>	
TM reported that DNC needs to appoint a Member to take responsibility for this item. Review at the DNC AGM.		
<b>8.10</b>	<b>Emergency Plan</b>	I. Botting
There was no further updated this evening.		
<b>8.11</b>	<b>Police</b>	M. Bruton
See previously circulated report.		
<b>8.12</b>	<b>Town Centre</b>	T. Mitchell/ J. Pounds
<u>Markets:</u> TM had a discussion with Pj Aldred who said the move from the Bishopric to Pirie's Place had proved successful & although some traders needed time to settle.		
<b>8.13</b>	<b>HALC /CLC</b>	I. Botting/Member to be appointed
No further updates this evening. TM reminded Members that this item will require an additional Member appointing at the DNC AGM.		
<b>9.</b>	<b>HTCP</b>	J. Apostolou
<p><u>Riverside Walk Project:</u>  Fund application for Phase 2 is still underway and useful meetings have / are taking place with project team members of the Arun and Rother Connections Project, the Meon Valley Trail Project as well as other organisations. Valuable feedback is being obtained through these meetings for Phase 2 grant application. Project team members attended a North of Horsham Development Master Plan surgery being facilitated by Liberty Property Trust Ltd. This meeting objective was to outline to the development company the fact that the Riverside Walk goes through this proposed development, how the Riverside Walk needs to be facilitated and given presence in this proposed development and the route the Walk follows. Liberty Property Trust Ltd hope to submit an outline planning application this summer.</p> <p>Preparations for the Annual Riverside Walk Event, being held on Saturday, 25<sup>th</sup> July are well underway. The event will follow a similar format as last year and by popular demand is being repeated this year. A website for registering walkers is set up, the event planning documents are prepared ready for submission to the police and HDC, organisations such as Friends of Chesworth Farm and Warnham Local Nature Reserve are kindly helping with refreshment stops, the three Horsham Neighbourhood Councils and North Horsham Parish Council have very kindly agreed to sponsor the event. This sponsorship will be highlighted on the posters and fliers advertising the event. A Horsham Community Transport minibus and driver will take walkers back to their parked cars at the Rugby Club if not walking the entire 13.5 mile route. Walkers are informed that they are welcome to use the event for fund raising for their chosen charities, but there will be no street collections during the event.</p> <p>Details of the event can be viewed on the HTCP website and the email address for registering is:  horshamriversidewalk@gmail.com</p> <p>A project completion form has been completed and submitted to ENTRUST following completion of Phase 1 of the Riverside Walk Project. ENTRUST is the organisation that oversees the compliance of funding received for projects through landfill operators. Phase 1 of the Riverside Walk Project was funded through an award from Biffa Award. HTCP have submitted a response to HMRC regarding their consultation taking place on Landfill Communities Fund funding. This tranche of funding is being reviewed by HMRC. HTCP have responded to say they wish the funding received through landfill operators to continue and would support making the funding allocation quicker and easier.</p> <p><u>Sparks in the Park:</u></p>		

HTCP are having a stand at the Sparks in the Park event being run by Horsham Rotary Club on Sunday, 12<sup>th</sup> July in Horsham Park. HYPER Youth Council will also be having a stand.

Registered Address:

A new registered address which does not incur a fee for HTCP has been located. Companies House have been informed. The previous registered address facility had been free of charge up until now.

HTCH AGM:

This is set for 7.30pm on Wednesday, 15<sup>th</sup> July and is being held at Lavinia House, Dukes Sq, Denne Rd, Horsham. HYPER leaders and members are giving a presentation with slides at this meeting on the work of HYPER and it will be a good networking opportunity to meet members of other voluntary organisations. Members were encouraged to attend this meeting.

10.	<b>Blueprint Neighbourhood Forum</b>	T. Mitchell
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Blueprint eventually received the letter from HDC stating 3 options:

1. That a basic Neighbourhood Forum would be refused for the proposed designated area i.e. the whole of the un-parished area.
2. A basic Neighbourhood Forum would be accepted if it omitted the town centre (creating a doughnut area).
3. A Business Neighbourhood Forum would be acceptable for the whole area; this would entail 2 separate referendums.

This was discussed by the Steering Group & reluctantly it was agreed to accept the Business Forum option despite the fact that the town centre area in question is only 3 % of the total un-parished area. (HDC had initially calculated it as 22%). An acceptance letter was sent to HDC but we are still waiting for confirmation of designation.

Meanwhile the AGM will take place on June 6<sup>th</sup> – it would be appreciated if as many Denne members as possible would attend as we need a quorum.

**Members were encouraged to attend the AGM on 6<sup>th</sup> June 2015 at the Salvation Army**

11.	<b>Members' Questions and Comments</b>	All Members
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JA raised the issue of the suckers on the Lime Trees – Gordon Road/Richmond Road. Local residents are concerned at the visibility.

IB raised the issue relating to the grass cutting – it is left to grow too long, and then the cuttings are left to rot/be washed into the drains.

JP Novartis Site is no longer being considered by Brighton University.

**ACTION: JH to investigate the schedule of works for grass cutting on the WSCC website.**

**ACTION: TM to report the issues relating to the suckers on the Lime Trees on Ashleigh Road/Gordon Road.**

12.	<b>Reports from County &amp; District Councillors</b>	WSCC/HDC Reps.
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Cllr D Skipp (HDC)

Following the recent Elections, HDC Members are now starting to work on issues raised.

Barttelot Road – Parking machine has now been repaired. Cllr Skipp suggested that Barttelot Road should become residents parking only to help with the issues currently being experienced. Additionally, the parking charge between 6pm and 8pm should be removed. More information to follow on the parking profits via HDC.

Cllr T Hogben (HDC)

Cllr Hogben reported to Members of the comments from residents in various roads in which he spent time canvassing. There were strong arguments 'for and against' parking charges.

Cllr A Lee (HDC) -Apologies received this evening/

Thank you for your email and for your invitation to the next meeting [on 4 June](#). Regrettably, I shall be away overseas on business [from 2 June until 13 June](#) and so unable to attend on this occasion.

With respect to any points I would have liked to have made to the group, I have summarised them in bullet point format below;

- I had the pleasure (along with Cllr Hogben, Tom Crowley and Natalie Brahma-Pearl) of making a site visit to the new Waitrose and John Lewis at Home stores ahead of their formal opening [on 18 June](#). I would only wish to convey that the new stores will prove a tremendous asset to the town not only in terms of boosting employment through the c. 190 people employed across these shops but also through the number of people that will now come into Horsham and provided a welcome lift for the local economy. Moreover, the establishment of these two major flagship stores for the town will have the effect of encouraging other retailers to consider opening outlets here and so providing further opportunities.

- At this first meeting for me, the only other point I would wish to raise in absentia is simply to state that I will endeavour to attend all of these meetings that I can in the future and that should anybody have anything they feel I can help them with, in respect to Horsham District Council, then please do not hesitate to contact me using the contact details on the HDC website. I look forward to meeting you in person at the next meeting.

Cllr Nigel Dennis (WSCC) – Apologies received this evening

Bartelot Road – parking problems, have offered to meet residents during June. Amendments to CPZ going to July CLC but may not be possible to meet all their demands which are mainly that parking has got worse in the evenings (unrestricted) since town centre car park charges came in so residents can't find spaces on street. Pets at Home can't get their articulated vehicle in for deliveries in the evenings – leads to chaos. Residents would like pay and display daytime parking removed but that obviously impacts on other streets and businesses. Unfortunately the CPZ consultation did not show any enthusiasm for increased hours of restriction and the double yellow lines to accommodate deliveries will lose some parking. May be insoluble! At least in short term. Denne NC welcome to send someone to my meeting with residents if you want to.

North Parade around Hurst Road and Wimblehurst Road resurfaced last week overnights.

Still chasing defective illuminated bollards on traffic islands around North Street and Station – some have been replaced with reflective signs which I suppose is one way round the problem.

On general issues – County is speeding up replacement of traffic signals as many are very old compared to other parts of the country - they can no longer get the spare parts so need to cannibalise the ones they are taking out to keep the rest going! The one at the station in North Street was in this category.

There is an electoral review underway of the County Council divisions. The recommendation is that Horsham and Adur lose a member – fair enough for Adur which is a static/declining area but I spoke at Council against Horsham losing one due to the population growth scheduled (one of the problems is that North of Horsham is not yet a confirmed scheme while Kilnwood Vale appears to only generate 400 extra voters for 700 houses by 2021 on the figures we have been given). It is likely however that there will be some consolidation, leaving fewer county councillors in the unparished area of Horsham Town (as that is most over-represented at present and not growing much).

Mr Alfred Child reported he found the meeting very useful and thanked Members for their support for the DNC area, and it clear there is very much hard work being done in the area.

13.	<b>Date of next meeting: Thursday 25<sup>th</sup> June 2015:</b> <b>7pm - AGM followed by:</b> <b>7.30pm DNC June Monthly meeting</b>	T. Mitchell
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Apologies received for this meeting from MB and JP.

There being no further business, the Chairman closed the meeting at: 9.05pm