

HORSHAM DENNE NEIGHBOURHOOD COUNCIL



Minutes of the meeting held on Thursday 18th February 2016 at 7.00 p.m.

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

| Item | Detail |
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| 1 | <p>Meeting Open and Welcome from the Chairman</p> <p>Meeting opened 19.00 by Trudie Mitchell</p> |
| 1.1 | <p>PCSO Report</p> <p><u>Report from PCSOs Charlene Parsons and Adrian Bell</u></p> <p>The PCSOs hope to also attend the April HDNC meeting but from July will not attend meetings unless there is a specific reason. The number of PCSOs in the District will reduce from 12 to 9. All will have to reapply for their jobs and if successful may not cover the same area as before.</p> <p>There is no official PC for Horsham town. Horsham and Worthing Districts are now working together. PC James Munden appeared on BBC Sussex talking about how the Police are increasing patrols in the town centre targeting youths involved in smoking cannabis and anti-social behaviour, and taking action against offenders. PCSOs can use Section 35 to ban offenders from the town for 48 hours and CBOs for permanent bans. It has been very effective. There have been incidents involving gangs and two daylight muggings recently.</p> <p>The Night Shelters, which are run by 7 churches in Horsham, will close in March and it is not sure if they will continue next winter as they may be attracting people from outside the Horsham area. It has been noticed that during the months when the shelters operate there is an increase in homeless people in the town during the day.</p> <p>3 people have been arrested in connection with burglaries close to where they live. Shop Watch is effective in alerting police to certain individuals noticed by shop keepers. The Bishopric has had a big decline in trouble since the seats outside KFC were removed, and CCTV has been installed.</p> <p>The Project Nero Group has taken over from the Costa Coffee Group. It runs on Fridays from 6.30pm to 9.30pm for youths aged 12 to 18 and is supervised by two Youth Workers from Horsham Matters. It has been running for six weeks and is proving to be very successful, helped by an identity scheme, the presence of the Nero Coffee Shop Manager and the Coffee Shop has CCTV.</p> |

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| 2 | <p>Attendance and apologies for absence:</p> <p>Attending – DNC: Trudie Mitchell, Martin Bruton, Jane Apostolou, Ian Botting, Judy Pounds, Sara Doy (Clerk)</p> <p>WSCC Cllrs: David Sheldon (arrived 19.35 and left at 20.35), Nigel Dennis (arrived 20.20)</p> <p>Resident: Mr Brent Dowson</p> <p>Apologies – DNC: Gianni Lozzi, Nigel Hillpaul ; HDC Cllrs: Peter Burgess, Tony Hogben</p> |
| 3 | <p>Declaration of Members' Interests</p> <p>Trudie Mitchell – Horsham Blueprint ; Jane Apostolou – HTCP, WRRRA; Judy Pounds – WRRRA; Martin Bruton – HTCP, Neighbourhood Watch, HD Older People's Forum</p> |
| 4 | <p>Approval of Minutes from last meeting (10.12.2015).</p> <p>Approved by MB, seconded by IB</p> |
| 5 | <p>Matters arising from last meeting and Action points</p> <p>Dealt with under the Clerk's Report / Item 7 and Blueprint Neighbourhood Forum/Item 10.</p> |
| 6 | <p>Chairman's Report</p> <p><u>Meetings attended</u></p> <p>None</p> <p><u>Future Meetings</u></p> <p>02/03/2016 Subway Project</p> <p>07/03/2016 CLC – TM and IB not available. TM suggested waiting for the Agenda to come through to see if there is a reason for attendance by a HDNC member.</p> <p><u>Flooding</u></p> <p>The Environment Agency has replied stating it was originally planned to undertake some modelling and hydraulic calculations for the Chennell's Brook catchment area, including Warnham Mill Pond reservoir. However this work is now not taking place as there will be a wider scope, modelling project to encompass the entire Horsham area. At the current time there is no time frame for the production of this new, wider ranging, modelling project; but it is part of a six-year plan.</p> |

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| 7 | <p>Clerk's Report</p> <p><u>SHELAA Report</u> – SD checked the website and the errors have been corrected.</p> <p><u>Age UK letter</u> – SD emailed the Fundraising Manager Age UK on 2.2.16 to say that although HDNC does not have sufficient funds to make the suggested donation we might consider making a contribution for a specific purpose, relevant to our area. The Fundraising Manager responded saying she would 'welcome the opportunity to report back to HDNC with more specific information about their work in our area'. She would also be interested in giving a presentation at a future meeting.</p> <p><u>WSCC Boundary Review</u> - SD responded to the consultation on 28.1.16 confirming HDNC's support.</p> <p><u>Newsletter</u> – a draft had been circulated prior to the meeting and was approved. ACTION: SD to finish newsletter and arrange for printing and distribution.</p> <p><u>Riverside Surgery Noticeboard</u> – SD wrote to the Practice Manager on 16.1.16 asking if the Surgery would be interested in taking over the noticeboard. There has been no response so SD will contact Evan Giles, HDC to arrange for its removal. ACTION: SD to contact Evan Giles.</p> <p><u>Horsham Hospital Carpark Entrance</u> – Stuart Slater, HDC has emailed to say that he is in the process of redesigning the town carpark boards and will include the No Queuing sign for the Hospital, by 1st April 2016.</p> |
| 8 | <p>Reports from Members:</p> |
| 8.1 | <p>Finance</p> <p><u>HSBC Internet account:</u> GL is still in Italy for family reasons. He is the only contact for HSBC so it is not known if any information has been sent to his home address.</p> <p><u>Special Charge</u> There has been no reply to our request that the additional funds should be allocated to Blueprint: a reminder has been sent.</p> <p><u>WSCC Invoice for Clerk's January wages</u> – ACTION: SD to post the cheque to WSCC.</p> |
| 8.2 | <p>Section 106</p> <p>HTCP Riverside Walk application (see item 9) Wimblehurst Road S106 application (see item 8.7)</p> |

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| 8.3 | <p>Planning</p> <p><u>Albion Way DC/15/1162 amendments:</u> Work is already taking place to widen the pavement but HDNC has no further information on a second pedestrian crossing.</p> <p><u>Prewett's Mill Appeal Hearing:</u> The appeal was heard on 27th January and the result is expected by early March.</p> <p><u>Planning Applications:</u> MB advised that he had missed responding to one recent application which had gone through in 27 days.</p> <p>DC/15/2725 - Dark Star Brewery, East St – this has been approved despite HDNC and Environmental Health objecting to the insufficient number of toilets.</p> <p>DC/15/2842 – Top Shop, West St – this has been refused due to lighting being too bright (HDNC had approved it).</p> <p>DC/16/0260, 0261, 0265 – 19 Carfax – JP said she objected to this application.</p> <p>ACTION: Planning Committee to look into this application.</p> |
| 8.4 | <p>West of Horsham Development</p> <p>No further information on any of the outstanding planning applications.</p> |
| 8.5 | <p>Community Services – Youth</p> <p>A report from JP was circulated prior to the meeting. The main points were:</p> <p><u>Funding:</u> April 2016 marks the beginning of the New Funding agreement with Horsham Matters as providers of the CYW contract agreement on Youth Provision. North Horsham PC's funding will end on 31st May. The main reason is they felt their funding was not allocated to their area.</p> <p><u>Minutes of Meetings:</u> It had been decided at a previous meeting to no longer take minutes but just provide Bullet Action Points. JP and TM do not agree with this as it does not give a sufficient record of proceedings; members concurred. JP will raise this at the next meeting when Melanie Stowell, HDC Grants and Funding Officer, takes over from Lisa Boydell. The possibility of NC Clerk's taking it in turns to do the minutes was also discussed.</p> <p><u>Logo:</u> CYW need the HDNC logo to use on future correspondence.</p> <p>ACTION: SD to forward logo.</p> |
| 8.6 | <p>Community Services – Horsham District Older Peoples Forum</p> <p><u>Meeting with Jeremy Quin:</u> MB confirmed that this to take place on 4.3.16 at Parkside from 10.30am to 1pm. A few Parish Councillors are to attend and MB has received some questions to forward to the MP in advance.</p> |

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| 8.7 | <p>Highways and Transport</p> <p><u>Albion Way Crossing:</u> The drainage work has been done, but WSCC are still waiting for the safety audit before deciding if any action is possible to improve the use of the crossing.</p> <p><u>Subways:</u> Resurfacing work is taking place this week under the Railway Subway.</p> <p><u>Hospital Car Park:</u> see Clerk's Report/item 7.</p> <p><u>Community Support Teams Consultation:</u> This refers to the work of the team previously known as Highway Rangers and had been circulated prior to the meeting. Cllr. Sheldon commented that some of the bigger Parish Councils may be interested in taking on the work but Neighbourhood Councils would not be in a position to. If the services are cut it could result in the town / unparished areas deteriorating. It could be an opportunity for other organisations to get involved e.g. training and work experience for young people.</p> <p>ACTION: TM and SD to respond to the consultation.</p> <p><u>Cycle Parking in Bishopric:</u> HDCF claim there is a need for more cycle racks in this area and has contacted Clive Burley, HDC who is responsible for the Bishopric landscape upgrade. TM has requested an update meeting for herself and MB with Clive Burley.</p> <p><u>Illegal Use of Pavements:</u> IB asked if it is legal to ride a motorised scooter on a footpath or cycle path.</p> <p>ACTION: Cllr. Sheldon to check with WSCC.</p> <p><u>Wimblehurst Road:</u> JA, as Chair of WRRRA, advised that WSCC are having a meeting to review the use of S106 Highways funds. Approx. £35k is supposed to be allocated from the Linden Homes / Novartis site towards road safety in Wimblehurst Road. JA is concerned at the delay in allocating S106 Highways funds and has created a log of all correspondence-to-date, going back 3 years, to send to WSCC to escalate the request. Cllr. Dennis said he had raised the issue at a recent WSCC meeting, where he was given assurance regarding the Wimblehurst Road issue. Cllr. Sheldon said release of the Linden Homes funds is still some way off. JA asked Cllr. Dennis to forward a name for the Head of Highways that she could contact.</p> |
| 8.8 | <p>Communications</p> <p>Newsletter (see items 7 and 10).</p> |
| 8.9 | <p>Park/Countryside and Leisure</p> <p><u>High Ropes:</u> The obstacle course area in the Pavilions overlooking the Park is due to open on 22nd February.</p> <p><u>Pocket Park, New Street grant application:</u> Although this is in the Forest NC area HDNC was</p> |

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| | <p>also consulted prior to the application for government funds. Evan Giles has confirmed this was successful, as was a bid for funds from the Tesco's plastic bag fund. This will enable a more comprehensive scheme for the area.</p> <p><u>Horsham Park, North Parade Carpark Meeting - 10.2.16</u> – JA circulated a report prior to the meeting.</p> <p>The main points were: HDC Parks Department has put together a scheme for improving the landscaping around the western car park entrance to Horsham Park using £14,000 of S106 funds. Dense low vegetation will be replaced with grass, but mature trees will be retained. This work would hopefully reduce the risk of anti-social behaviour in this area and control vermin, and a maintenance saving of 20% would be achieved. The notice board close to the Boxing Club could be re-sited close to the new totem sign and would display a map of the Park.</p> |
| 8.10 | <p>Emergency Plan</p> <p>No report</p> |
| 8.11 | <p>Police</p> <p>Weekly reports are circulated.</p> |
| 8.12 | <p>Town Centre</p> <p><u>Horsham Unlimited</u>: The draft town events programme has been circulated to members.</p> <p><u>Sunday Car Parking Charges Proposal</u>: Despite objections from numerous organisations and individuals, including HDNC, this scheme has been approved.</p> <p><u>Complaint regarding commercial bins outside Bill's Restaurant</u>: Mr Brent Dowson, a resident and the Developer of Press House apartments, which is adjacent to Bill's, was in attendance. He advised that the original planning permission for the restaurant had included an enclosed bin store, but this has not been used since November 2015. There are now two commercial wheelie bins which do not fit in the bin store and therefore are left on the public footpath opposite the entrance to Press House. Mr Dowson and residents of Press House apartments consider the bins an eyesore, which may attract vermin, cause an obstruction, and could put off prospective purchasers of the apartments. Mr Dowson advised that he had contacted HDC, the Police and MP Jeremy Quin, but so far no action had been taken. Bill's Restaurant Manager is negotiating with HDC but no solution has been agreed.</p> <p>Cllr. Sheldon agreed that the bins cause an obstruction as they are on a cycle route. TM said they spoil the look of the main tourist area. TM requested that Mr Dowson forward all email correspondence to date.</p> <p>ACTION: TM to contact HDC.</p> |

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| 8.13 | <p>HALC /CLC</p> <p>IB attended the HALC Meeting on 28.1.16 and the minutes of the meeting had been circulated prior to this meeting. The main highlights were:</p> <p><u>Talk by Chris Stark – Area Highways Manager for WSCC.</u> CS apologised for the poor performance. He explained that he recently transferred to the post, and there have been a lot of problems with changes of staff, inexperienced staff, and a high workload. CS encouraged people to use the ‘Love West Sussex’ App which costs £10 per enquiry rather than telephoning which costs £70 per enquiry. Pot holes are a major concern and are a priority. The Highways budget has been cut from £1.2 million to £300k. There were numerous complaints about the need for replacement or cleaning of road signs, faded road markings and missing cat’s eyes.</p> <p><u>Talk by Sally Pavey of CAGNE.</u> This included similar information to the Presentation SP gave to HDNC last October. SP also talked about the potential effects of the proposed second runway: All new routes will be on the second runway; there will be an increase in aircraft movements from 250k to 500k; Gatwick will require 62000 extra employees and funding of new infrastructure will be needed i.e. road, rail, housing, schools, hospitals, surgeries etc.</p> |
| 9. | <p>HTCP</p> <p>A report was circulated by JA prior to the meeting. The main points were:</p> <p><u>Riverside Walk Project Stage 2:</u> Work is continuing to acquire funds including an application for S106 Open Space funds from the Trafalgar area.</p> <p><u>Riverside Walk Event 2016</u> A date has been set for 16th July.</p> <p><u>HYPER</u> As Horsham Matters has been successful in their recent bid to continue with the Youth Provision contract, and the future of Youth Provision in Horsham looks secure, the Directors of HTCP feel this is an opportune time to hand over the future management of HYPER to Horsham Matters. The transfer will take place on 1st March 2016.</p> <p><u>HTCP Director</u> Nigel Friswell, who represents Horsham Society as a director on the board of HTCP, has announced that he will be stepping down at the next HTCP AGM.</p> <p><u>Memorandum of Understanding with Organisations Represented on the Board of HTCP</u> MB is currently reviewing the MoU and a draft updated MoU will be circulated shortly to the organisations represented on the board of HTCP.</p> |

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| 10. | <p>Horsham Blueprint Neighbourhood Forum</p> <p><u>Funding:</u> The budget prepared in November 2015 shows a shortfall of £3,565 but does not include the printing cost for the draft plan.</p> <p>Blueprint has access to a certain amount of funding that can be bid for from Locality in consecutive tranches. An application has been submitted for £1,227 to 31st March 2016, which includes the event in Swan Walk, as well as contacting businesses and advertising for development sites, which has to be done. The next tranche application is available from 1st February 2016. Frances Haigh has also applied for technical support for site assessment to support the work of the Development and Conservation Group.</p> <p>Previously Denne Members had agreed to allocate part our reserves to Blueprint and this needs reconfirming. Forest NC has agreed to contribute £1,000. All agreed that HDNC should also contribute £1,000.</p> <p>ACTION: TM to forward cheque to Blueprint.</p> <p><u>Progress:</u> This year is time to get the plan into shape; it does not have to be a full-blown supplementary planning document, but is an opportunity to shape the town. The themes so far: Development and Conservation, Age Friendly Horsham, Digital Hub, Protecting Green Spaces and Cycling / Walkable Town are valuable and this is the chance to produce suitable policies and projects.</p> <p>FH is grateful for the support that Denne has put into the project so far and hopes that Denne NC will continue to play a key part, both with time and funds to see this project to fruition.</p> <p><u>Imagine Horsham</u></p> <p>There will be a town design competition for children and adults which will be featured in the WSCT.</p> <p>There will also be a display featuring the themes on the Swan Walk mosaic area on 9th April and further activities and information in an empty shop on 8th - 10th April. Blueprint needs to get as much support from the public as possible so it would be very much appreciated if members could give some time to man the areas.</p> <p>ACTION: SD to email members to remind them of the dates.</p> |
| 11. | <p>Members' Questions and Comments</p> <p>None</p> |
| 12. | <p>Reports from County and District Councillors</p> <p><u>Cllr. Peter Burgess</u> had emailed a report prior to the meeting as he was unable to attend:</p> |

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| | <p><u>Attendance at meetings:</u> He reported that there are substantial moves in HDC to improve the interface between local councils and HDC. Officers will be encouraged to inform local members and Councils of anything that may affect them. Local members are encouraged to attend NC meetings as often as possible. HDC Councillors have requested that all councils bring the report item for them towards the beginning of meetings.</p> <p>TM commented that HDNC can be flexible as some Councillors are not able to get to the meeting until towards the end.</p> <p>JA suggested that a way of encouraging attendance by Councillors would be to request their help and support with specific issues e.g. the bins outside Bill's Restaurant.</p> <p><u>WSCC Cllr. Nigel Dennis</u></p> <p><u>Sunday Parking:</u> Cllr. Dennis confirmed that Sunday charging has been approved despite strong opposition, including from himself and HDC Cllr. Relleen. At the next CLC meeting he will raise the issue of the knock on effect it will cause to parking in residential roads. However he is not sure how many residents of affected roads would agree to extending the resident parking restrictions to Sundays. Once the Sunday parking charge is introduced it would be easier to judge what effect it has. Cllr. Dennis advised that the introduction of the evening parking charge had not met the forecast increase in revenue.</p> <p><u>Highways Budget:</u> The Environmental and Community Services Scrutiny Committee, of which Cllr. Dennis is a member, voted against proposed cuts to the Highways Budget.</p> |
| 13. | <p>Meeting closed 21.00</p> <p>Date of next meeting: 17th March 2016</p> |