

HORSHAM DENNE NEIGHBOURHOOD COUNCIL
Minutes of the meeting held on Thursday 15th June 2017 at 7pm



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

Item	Detail
1	<p>Meeting Open and Welcome from the Chairman</p> <p>Meeting opened by Trudie Mitchell. TM introduced Godfrey Newman who agreed to be co-opted as a member and would be interested in helping with Planning and Youth Provision related matters.</p> <p>Proposed by Nigel Hillpaul, Seconded Judy Pounds, Agreed by all.</p>
2	<p>Attendance and apologies for absence:</p> <p>Attending – HDNC: Chair - Trudie Mitchell, Judy Pounds, Gianni Lozzi, Ian Botting, Nigel Hillpaul, Godfrey Newman ; Clerk – Sara Doy HDC Cllrs. Peter Burgess (left 7.25pm), Tony Hogben (arrived 8.05pm) WSCC Cllrs. Morwen Millson (arrived 7.15pm) Nigel Dennis (arrived 8.35pm)</p> <p>Apologies – HDNC: Martin Bruton, Jane Apostolou.</p>
3	<p>Declaration of Members' Interests</p> <p>Trudie Mitchell – Horsham Blueprint; Godfrey Newman – Horsham Blueprint and West of Horsham.</p>
4	<p>Approval of Minutes from last meeting (5.5.17).</p> <p>Approved by IB, seconded by NH</p>
5	<p>Matters arising from last meeting and Action points</p> <p>Outstanding Actions:</p> <p>8.8 ACTION: MB to suggest possible dates for training and to check if it is possible to ascertain how many people view the website.</p> <p>8.8 ACTION: GL to assess if it would be financially feasible to set up a .gov.uk website in view of the increased grant.</p> <p>11. ACTION: MB to forward detailed information regarding the Heritage Trail Plaques.</p>
6	<p>Chairman's Report</p> <p><u>Meetings attended</u></p> <p>31/05/2017 HDC Quarterly Meeting</p>

07/06/2017 Older People's Forum (See 8.6)

12/06/2017 CLC Meeting (See 8.13)

Future Meetings

18/06/2017 HDC Civic Service, St Mary's Church

19/06/2017 Parish on-Line Training – TM and SD to attend

20/06/2017 Visitor Economy – SD to attend

21/06/2017 Horsham Matters – JP, TM and GN

HDC Quarterly Meeting with NC Chairs 31st May:

The draft notes have been circulated to members although they have not been agreed by HDC yet.

The main topic was the need for additional support for the NCs by HDC, in terms of support from local Councillors, the need for a Cabinet Member to represent the town, a reminder to all staff about the role of the NCs and to include the NCs in general communications, help with publicity to attract new members.

See also items included in 8.3, 8.5 and 8.12

Cllr. Burgess advised that Natalie Brahma-Pearl's post has been filled by Adam Chalmers, who will start in three months' time. Trevor Beadle will cover the post for the interim period. Chris Lyons has taken on the Parking Services portfolio and Jane Eaton is now also responsible for Customer Services.

HDC Electoral Review:

The Local Government Boundary Commission has published its final report for the Horsham District Council area, which increases the number of Councillors to 48. The report will go to the government for approval and take effect at the 2019 elections.

There are very few boundary changes but following submissions from HDNC and Broadbridge Heath PC it has reverted to the existing A24 boundary between these two Councils. Unfortunately they have not included the requests from Forest NC and HDNC to keep the railway line as the boundary.

The Denne Ward has been increased in size to include Chesworth and will have three members. Horsham Park Ward will no longer exist and the remainder of the Denne NC area will be included in Holbrook West.

SHELAA Employment Site Assessments:

A response in line with members' comments on the Hurst Road opportunity area was submitted to HDC and has acknowledged. The response has been circulated.

7	<p>Clerk's Report</p> <p><u>HDNC Newsletter:</u> SD continues to work on the newsletter as mentioned in the previous report. It would be very helpful if members could forward any ideas for items that could be included. SD's son is looking for part time work during the summer and has offered his services to help carry out the delivery if needed.</p> <p><u>Report to Love West Sussex:</u> SD sent a report to Love West Sussex regarding the lime trees in Richmond Road and Gordon Road which have tree shoots growing out from the lower part of the trunks which impair driver's visibility and need cutting back, as notified by JA. The lower branches are also hanging down and making it difficult for pedestrians.</p> <p>As a point of interest SD asked Chris Stark why her acknowledgement to registering with Love West Sussex came from Love Clean Streets. SD was told that Love West Sussex is a subsidiary of Love Clean Streets who operate the 3rd party interface with WSCC IT systems and for other local authorities.</p> <p><u>Business cards for Andrew Dickinson – Tree Warden:</u> AD has requested cards that he can use when carrying out his Tree Warden duties for HDNC. SD has obtained quotes and the cheapest one would be Office Outlet at £18.99, which was approved by members.</p> <p>ACTION: SD to send 3 quotations to GL for reference.</p> <p>ACTION: SD to arrange for cards to be printed.</p> <p><u>Horsham Visitor Economy Strategy Workshop:</u> SD will attend the Workshop on 20th June on behalf of HDNC.</p>
	<p>Reports from Members:</p>
8.1	<p>Finance</p> <p><u>Bank Account:</u> Balance at 15.6.17 = £7173.16</p> <p>Payments made since 24.5.17: WSCC May wages = £320; David Sheldon gift = £29.96</p> <p><u>2016-2017 Financial Report:</u> GL gave out copies of the amended report to members, but members requested further amendments to ensure clarity for anyone without a financial background.</p> <p>ACTION: SD will highlight alterations on the report and resend to GL.</p>
8.2	<p>Section 106 and CIL</p> <p><u>Garden of Remembrance:</u> Progress is being made on finalising the information board signs, HDNC will be credited for our contribution to the project.</p>

8.3	<p>Planning</p> <p><u>Conditions for working days and hours:</u> A response was received from Guy Everest which stated that conditions are not applied to all applications. This was followed up by a letter to Chris Lyons to ask if the standard terms could include such conditions.</p> <p>CL's answer has been circulated to members but basically the government will not allow conditions to be applied unless in exceptional circumstances. There has also been a response from John Batchelor regarding possible intervention from Environmental Health if construction causes a nuisance.</p> <p><u>Premier Inn Signage DC/17/0871:</u> HDNC submitted an objection to the positioning, size and illumination of the proposed signage. This will impact on the skyline from the Carfax and we asked unsuccessfully for support from the HDC local Councillors. However the Case Officer agreed with our view and intended to ask for an amended application</p> <p><u>Tanfield Court DC/17/0955:</u> HDNC objected to the application to create a veterinary surgery and apartment, mainly on the grounds of insufficient parking available.</p> <p><u>Forest Neighbourhood Council:</u> TM was informed that a letter has been sent to Jeremy Quin MP pointing out the difficulties caused by the Permitted Development legislation.</p> <p><u>Incinerator:</u> No comments have been received from Members on the amended plans.</p> <p>ACTION: SD to send reminder to members to look at the report and forward any comments by 25th so a response can be submitted within the consultation period.</p> <p><u>DC/17/1133 and 1134, No 15, Causeway:</u> MB reported that he had submitted an objection.</p>
8.4	<p>West of Horsham Development</p> <p><u>Site Visit 5th April:</u> Additional information from Berkeley's on the build rate and the closure of the Hills Farm Lane North Access Road has been circulated.</p> <p>Nothing will happen to close the Boulevard entrance until full access from the A24 is open, after construction is completed sometime in 2018. HDC will have to put in a request to close the access road.</p> <p>GN asked if the diverted footpath, south of the River Arun, will be the permanent route. TM responded that the footpath will eventually go through the new development when it is completed.</p> <p><u>Allotments:</u> This application was approved on 25th May.</p> <p><u>Early Working:</u> A complaint was made to Berkeley's on 31st May when work began more than half an hour earlier than the agreed 8.00 starting time.</p>

	<p><u>Application for Signage on A24 DC/17/1201:</u> TM has requested further information from Berkeley's.</p>
8.5	<p>Community Services – Youth</p> <p><u>Youth Provision Report:</u> JP gave a summary of the report which had been previously circulated. JP commented that the Youth Service finances are currently under budget, but income does include extra grants.</p> <p>JP spoke to Mark Hough of FNC who attended the meeting on 2nd May. MH advised that young people attending the new Youth Club in Hurst Road are charged £2 to cover drinks.</p> <p>MH is concerned that a political champion is needed to ensure future funding (see below).</p> <p><u>Horsham Matters Meeting 21st June:</u> JP and TM will attend a meeting requested by Liz Burt to discuss with HDNC how youth provision is going, future plans, how to increase our partnership and working to benefit Denne, and how to increase the publicity and community communications about youth provision. Other members are welcome to attend or provide ideas. GN agreed to also attend as he is interested in helping HDNC with youth related matters.</p> <p>ACTION: SD to send Youth Provision reports and information to GN.</p> <p><u>Future Funding:</u> At the NCs' Quarterly Meeting with HDC it was confirmed that future funding from the Special Charge will continue if that is the wish of the NCs. A budget meeting will be arranged for October.</p> <p>All members present agreed to continue future funding from the Special Charge.</p> <p>ACTION: TM to confirm future support to HDC to ensure it is included in the 2017-8 budget.</p> <p><u>Publicity:</u> JP commented that she had heard that Crawley Youth Provision use Heart Radio for publicity.</p> <p>ACTION: Members to forward any ideas to JP and SD.</p>
8.6	<p>Community Services – Older People</p> <p><u>Older People's Forum Meeting:</u> TM attended the meeting on 7th June chaired by Martin Bruton but had to leave early. JA also attended. There were two topics:</p> <ol style="list-style-type: none"> 1) Older Drivers - Richard Davy, Deputy District Commander Sussex Fire and Rescue gave some very interesting statistics on older drivers: he talked about the road safety issues of the growing numbers of older drivers i.e. being involved in accidents and the reluctance to give up driving. RD handed out copies of the Highway Code, a booklet "Safer for Older Drivers" issued by Sussex Safer Roads and the "Drive On" magazine all of which had useful information for drivers of all ages. 2) Hospital Insight (a working group made up of members of Age UK Horsham, HDOPF, WSCC

	<p>and WSCC Healthwatch) – Sonia Mangan, CEO Age UK Horsham led a discussion on the difficulties experienced by older people in getting to the many hospitals used by Horsham district residents. The working group will be holding two public events to ask local people to give their experience of hospital treatment ‘from getting there to getting home’. Issues that are already apparent are the long distances that have to be travelled, problems of transport and the cost of travel and parking. The events will be held on 11th July 1.30pm to 4.30pm at Parkside and 13th July 1.30pm to 4.30pm at The Steyning Centre.</p> <p>The minutes will be available in due course on: http://horshamdistrictolderpeoplesforum.btck.co.uk/</p>
8.7	<p>Highways and Transport</p> <p><u>Smart Park:</u> This scheme designed to bring additional business to the town economy has been withdrawn at short notice. TM has complained to HDC since we were not informed of the decision although the relevant car parks are in the Denne area.</p> <p><u>Hospital Car Park:</u> This problem was first referred to HDC in October 2015 and raised again in 2016. It seemed that a solution that involved reversing the exit and entry to ease traffic flow; this would need to be discussed with WSCC Highways and the Hospital. However any action was postponed until after the implementation of Rural Car Park charges in April 2017. We have now been told that there is a new NHS Manager in charge of facilities at the hospital who is currently looking at changing the Pay Machines; possibly incorporating a barrier system, and increasing the number of spaces. This will not necessarily solve the junction blocking in Hurst Road but Stuart Slater wishes to wait for the outcome.</p> <p>TM has written to SS asking for a meeting with HDC and the Hospital.</p> <p><u>Parking Enforcement:</u> The lack of sufficient wardens to enforce parking regulations and litter was raised at the Quarterly Meeting. A list of parking blackspots has been sent to HDC including the blocking of filter lanes at traffic lights.</p>
8.8	<p>Communications</p> <p><u>Recruitment and Publicity:</u> See Quarterly Meeting Notes</p>
8.9	<p>Park/Countryside and Leisure</p> <p>Nothing to report</p>
8.10	<p>Emergency Plan</p> <p>Nothing to report.</p>

8.11	<p>Police / Neighbourhood Watch / Security</p> <p>The weekly update is circulated and put on the website.</p>
8.12	<p>Town Centre</p> <p><u>Town Vision:</u> The HDNC responses to the Public Consultation have been circulated to members. In addition to the general response a specific request was made in regard to treating the North Street and Railway Subways as one of the gateway entrances to the town.</p> <p><u>Market Layout:</u> Following complaints from Horsham Unlimited that stalls are impeding the upper level emergency vehicle access in the Carfax and blocking the seats. At the Quarterly Meeting HDC was asked to ensure that Food Rocks conforms to the contractual layout.</p>
8.13	<p>HALC /CLC</p> <p>TM was only able to attend the first hour of the meeting but official minutes will be circulated in due course.</p> <p><u>New Committee:</u> Following the County Council election the new Councillors introduced themselves; Peter Catchpole was elected as Chair and Amanda Jupp was elected as Vice Chair. PC paid tribute to the previous Chair, Brad Watson who retired at the election.</p> <p><u>Matters of interest to the Denne area:</u></p> <p><u>Town Centre Maintenance and Improvements Joint Working Group WSCC/HDC:</u> This followed on from the work started by David Sheldon and Brad Watson with Tom Crowley, CEO, HDC. PC said that Lee Harris, the new WSCC Executive Director had met Tom Crowley and agreed that the councils need to work together at officer level to establish issues and potential solutions. WSCC members will be briefed at a later stage.</p> <p><u>ACTION:</u> TM to contact PC to inform him that Brad Watson had agreed that HDNC would be involved in the process.</p> <p><u>Controlled Parking Zone A:</u> A survey was done for residents and businesses to ask if the restricted times should match those of the nearby car parks. The discussion was delayed pending the arrival of Miles Davy. Cllr.Millson advised that it had been agreed to go to a full consultation as requested by the majority of people.</p> <p><u>Request for Bus Stop in Park Street:</u> Peter Lusher spoke of the difficulties the elderly and infirm have in reaching the town centre and Lavinia House as there is a very long gap in bus stops between the railway station and Albion Way (near Springfield Road). He asked if the left</p>

	<p>hand filter lane could be removed in Park Street to allow for a bus stop bay.</p> <p>Chris Stark replied on behalf of Highways saying that bus stops had to be agreed by the bus companies whose decision would be based on demand. It would be necessary to model the lane capacity and check where the traffic light signal loops are located.</p> <p>Cllr. Andrew Baldwin stated there was also a problem for people to shop at Waitrose as there was no nearby bus stop.</p> <p>The Committee agreed to look into the matter further.</p> <p><u>Cycling Strategy:</u> Ruth Fletcher said that Horsham District Cycle Forum wished to work more closely with WSCC to create a safer environment for cyclists. The Forum also wishes to be included in pre-application discussions for planning applications, in particular for North Horsham.</p>
9.	<p>HTCP</p> <p>No report</p>
10.	<p>Horsham Blueprint Neighbourhood Forum</p> <p>The next Steering Group meeting is on 19th June so there is no update on the information in the May minutes</p> <p><u>AGM:</u> The meeting will be held on Monday 14th August at 7.30 in the Rehoboth Hall in New Street. It is hoped that all members will attend.</p>
11.	<p>Members' Questions and Comments</p> <p><u>IB: Hills Farm Lane speeding:</u> IB commented that there did not seem to be any evidence of speed checks being carried out; or in general in the Horsham area. GN said that speed checks can only be carried out on straight sections of road.</p> <p><u>ACTION:</u> TM to request an update from Cllr. Adrian Lee</p>
12.	<p>Reports from District and County Councillors</p> <p>HDC Councillor Peter Burgess:</p> <p><u>Incinerator:</u> The hearing will be on 18.7.17 and HDC and NHPC have asked to attend. Cllr. Burgess suggested that HDNC should put in another objection and request to speak at the hearing. GN advised that Liberty have put in a very long objection.</p> <p><u>Pirie's Place and the surrounding area:</u> The developer aims to complete the re-development by Christmas 2018. It is felt that it would be a good idea to carry out any work to increase the capacity and functionality of the carpark at the same time.</p>

	<p>HDC Councillor Tony Hogben:</p> <p>Land North of Horsham: Cllr Hogben said that now the outline planning application has been approved work could start at the end of this year. Signalisation of the Ruspur Road roundabout will improve traffic flow. Phase 1 will involve road construction.</p> <p>Evening CPZ: Cllr. Hogben said that public opinion on the proposed CPZ changes is very divided.</p> <p>Cllr. Dennis advised that the consultation could be in September. There is a clear majority, in favour of it.</p> <p>TM asked if there had been any further consideration of a 'zone within a zone' idea, but ND said it had not proved to be possible.</p> <p>WSSC Councillor Morwen Millson:</p> <p>WSSC: At the moment the County Council is in induction mode. MM missed the full C.C meeting but it was mainly procedural, sorting out appointments to committees and changes to portfolios and personnel. The first proper C.C. Meeting is at the end of July.</p> <p>WSSC Councillor Nigel Dennis: see earlier comments.</p>
13.	<p>Meeting closed at 8.45pm</p> <p>Date of next meeting: 20.7.17</p> <p>JP and IB gave their apologies for the next meeting.</p>