

**HORSHAM DENNE NEIGHBOURHOOD COUNCIL**  
**Minutes of the meeting held on Thursday 16<sup>th</sup> February 2017 at 7pm**



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

Item	Detail
<b>1</b>	<p><b>Meeting Open and Welcome from the Chairman</b></p> <p>Meeting opened by Trudie Mitchell. TM welcomed John Watts a resident of Three Acres who had asked to attend the meeting just to observe.</p>
<b>2</b>	<p><b>Attendance and apologies for absence:</b></p> <p><b>Attending</b> – HDNC: Chair - Trudie Mitchell, Vice-Chair – Martin Bruton, Jane Apostolou, Judy Pounds, Gianni Lozzi (arrived 7.55pm), Clerk - Sara Doy  HDC Cllrs: David Skipp (left 8pm) Peter Burgess (arrived 7.40pm)  WSCC Cllr. Nigel Dennis (arrived 7.55pm)  Visitor: John Watts</p> <p><b>Apologies</b> – HDNC Nigel Hillpaul, Ian Botting; HDC Cllr: Tony Hogben; WSCC Cllr. David Sheldon.</p>
<b>3</b>	<p><b>Declaration of Members' Interests</b></p> <p>Trudie Mitchell – Horsham Blueprint; Jane Apostolou – HTCP and Planning application DC/17/0272; Martin Bruton – Horsham District Older Peoples' Forum.</p>
<b>4</b>	<p><b>Approval of Minutes from last meeting (19.1.17).</b></p> <p>Approved by JA, seconded by TM</p>
<b>5</b>	<p><b>Matters arising from last meeting and Action points</b></p> <p>All action points had been dealt with or are in hand.</p>
<b>6</b>	<p><b>Chairman's Report</b></p> <p><b><u>Meetings attended</u></b>  23/01/17 HDC and NC Chairs Quarterly Meeting  25/01/17 HDC Neighbourhood Planning Conference  07/02/17 HDC Planning Committee  09/02/17 Gatwick Tour</p> <p><b><u>Future Meetings</u></b>  None</p>

**HDC Quarterly Meeting:** The notes from the meeting have been circulated to members.

Main topics included the Christmas performance regarding trading hours and the ice rink. It was agreed that the cost of having a live Christmas tree in the Carfax would be prohibitive. Car park usage, safety regulations for volunteers and advertisements on the bandstand were also discussed.

The NCs asked for another push to resolve the stalemate on improving the fencing on Network Rail land alongside the station car park. An update has since been received that a re-walk of the area is to be carried out with Natalie Brahma-Pearl, Jonathan Chowen, Evan Giles and Nigel Weston. It should be possible to use S106 money from the Bishop's Weald Development. Jonathan Chowen informed the NCs that he is trying to organise a Year of Culture in 2019.

**Neighbourhood Planning Conference:** TM and SD attended this meeting and the presentations have been circulated to members. It was a very useful meeting but some of the information has come too late for groups already working on their Neighbourhood Plans.

**Gatwick Tour:** The five tours in 2016 had been organised for the benefit of Parish Councils. TM and JA attended the tour which had been organised for community groups in the locality that were not part of parishes. Most attendees were from the Three Bridges and Crawley area.

Information was given on statistics regarding the size and usage of the airport, and plans for improved sustainability, future development and investment. A major switch took place, without hitch, on January 17<sup>th</sup> with airlines switching terminals. Now all EasyJet flights operate from the North Terminal while BA and Virgin have moved to South Terminal.

Other presentations were on the number of air traffic movements (ATMs) compared with other single runway airports; the operation of the Control Tower; responses to different weather conditions and management structure. Flight patterns for the whole country showed the interaction with Heathrow and non-commercial flights. Departure and arrival paths into Gatwick were demonstrated under the old radio beacon control and the new Satnav system; a decision on acceptability is expected from the CAA in March.

The tour ended with a coach ride airside going close to areas not usually seen by the public e.g. the range of snow clearance equipment on standby.

The presentation material and additional information on flight paths in the Horsham area has since been circulated to members.

**Number of Planning Applications 2016:** TM produced a list that has been circulated to members showing the number of planning applications received by each Parish and Neighbourhood Council in 2016. Denne had 207 applications second only to North Horsham. Thanks to Martin Bruton and the Planning Committee for dealing with a high workload so efficiently.

	<p><b><u>Sports and Playing Pitch Strategy:</u></b> HDNC has just been approached by a consultant to complete a survey for an HDC study which is being led by Steve Hawker, Leisure Department. A strategy has to be in place to enable HDC to receive funding for additional sports facilities from e.g. Sport England.</p> <p><b><u>Electoral Review of HDC Wards:</u></b> The Local Government Boundary Commission for England has published draft recommendations on the future electoral arrangements for Horsham. There is now a further consultation period.</p> <p>The proposal changes the Horsham District Wards that will include part of HDNC, which will be represented by Councillors from Denne, Holbrook West and Broadbridge Heath.</p> <p>The proposal seems to be based purely levelling out the number of residents per ward and does not take any account of natural boundaries. These boundaries have been the A24, Guildford Road, Warnham Road and the railway lines. HDNC had requested that there should be as much synergy as possible between the WSCC and HDC wards but this has been ignored.</p> <p>The area west of Hills Farm Lane, including Highwood has been moved into Broadbridge Heath but they have only taken the Northern site of Highwood – the undeveloped Southern site is left in Denne.</p> <p>Horsham Park Ward has disappeared completely: The Park and the Chesworth Farm area east of the railway line have been moved into Denne.</p> <p>Holbrook West has expanded southwards as far as the built up area along Hurst Road.</p> <p>SD had asked for the views of our local HDC Members prior to our responding to the consultation. No comments have been received.</p> <p>Cllr. Burgess said that his ward, Holbrook West, would include Hurst Road and would have three Councillors.</p> <p>Cllr. Skipp said the more people that respond to the consultation the better.</p> <p>JP said she agreed that the natural boundaries should be kept.</p> <p>MB said he did not think that the Highwood Development should be split.</p>
7	<p><b>Clerk's Report</b></p> <p><b><u>Older Peoples' Directory 2017:</u></b> SD completed the form required to submit an entry for HDNC in the new updated Directory. She asked for the Parish Councils' listing to be re-headed Parish Councils and Neighbourhood Councils.</p> <p><b><u>Great British Spring Clean 2017:</u></b> SD was contacted by a resident enquiring if HDNC is organising any litter clearing events. SD contacted Karen Grisley at HDC to see if there are any local organised events which the resident could get involved in. KG suggested the resident look at the HDC website.</p>

	<p><b><u>Neighbourhood Planning Conference 25.1.17:</u></b> SD attended with TM as there was a spare place. She found it very interesting and has gained a better understanding of Neighbourhood Planning.</p> <p><b><u>Granary Way – Community Highways Scheme:</u></b> Although the Scheme application was unsuccessful, Chris Stark/WSCC has advised that he is looking into other ways of getting the work carried out as a community project, possibly by Balfour Beatty. We are waiting for further information, but in the meantime I contacted the resident, Mr Wilson, who originally requested the work, to advise him of the situation.</p>
<b>8</b>	<b>Reports from Members:</b>
<b>8.1</b>	<p><b>Finance</b></p> <p><b><u>Bank Account:</u></b> (Start balance and date to be advised) Payments made since last meeting: WSCC Payroll administration charges = £43.92; WSCC December wages = £320. Payments to be made: WSCC January wages = £320; SD mileage to Neighbourhood Planning Conference at Billingshurst = £9; TM expenses = £15.99 + £7.29. This will leave a balance of £2726.62.</p> <p><b><u>On-line access to bank account:</u></b> GL gave MB the password key so that he can access the account.</p>
<b>8.2</b>	<p><b>Section 106 and CIL</b></p> <p><b><u>CIL Consultation:</u></b> HDC made some amendments which satisfied the requests made by the Neighbourhood Councils. The proposals are now being examined by the Inspector but as yet there is no date for his decision.</p> <p><b><u>S106 Procedure:</u></b> TM has queried why HDNC does not seem to be consulted now on suitable schemes for inclusion in any Section 106 agreement. HDC replied that we should be consulted so TM has asked the other NCs if they have experienced lack of consultation. Money is needed for the Subway improvements.</p> <p>Cllr. Skipp advised that there is a lot of S106 money available and HDNC should receive a report more frequently than seems to be the case.</p> <p>Cllr. Skipp offered to raise system problems at the Scrutiny Committee if details are forwarded to him.</p> <p><b>ACTION:</b> TM to forward emails from Suzanne Shaw to Cllr. Skipp.</p>

### 8.3

### Planning

**Swan Walk / Multiplex Cinema, Restaurants and Retail Premises DC/16/1371:** Amended plans have been received to the West Street elevation only. HDNC believe that the Committee decision referred to elevations in general and our main concern is the Bishopric façade. Furthermore the changes made are so trivial that it was necessary to contact HDC to ascertain what had altered.

We have to respond by 17<sup>th</sup> February and the decision will be made by a committee including local members.

JP expressed concern about the obscure-glazed panels on the second floor and the potential for large signage to be placed on them. TM commented that signage will be dealt with under a separate planning application.

**Pirie's Place DC/16/2506:** TM spoke on behalf of HDNC at the committee hearing on 7<sup>th</sup> February requesting that an alteration should be made to the block shape of the hotel as seen from the Carfax. However despite a few comments from members the application was permitted without any amendments.

MB expressed concern as to the possibility of a large sign being placed on the new Hotel building.

**Prewett's Mill DC/16/2923:** The applicant has provided satisfactory answers to HDNC questions regarding access and light to the lower ground floor apartments and to the colour of the metallic frames. Unfortunately because of the format of the applications there is no S106 money available however HDNC will request that the applicant liaises with WSCC to improve the pavement link towards Sainsbury's.

**Pelham and Waverley Courts DC/16/2936:** HDNC has no objection to this application but has asked for further information on parking arrangements including disabled and visitor spaces; also the storage and charging of electric buggies and cars.

**Press House DC/16/2943:** HDNC were contacted by Mr Bruce Dowson acting for the applicant following our response to this application. In view of complexity of the ongoing dispute between the applicant, Bill's and HDC a decision was taken by the Planning Committee to withdraw our response.

Subsequently HDC has refused the application.

**North Horsham Application:** HDNC has not yet responded to the outline planning application.

Cllr Burgess thought that it would come to committee sometime in May. He commented that there had been various briefings, with the most recent one discussing the roads, although no comments were made about the A24.

	<p>He mentioned a proposed footbridge over the Roffey roundabout and MOVA traffic signals at roundabouts which are intended to improve traffic flow.</p> <p>JP commented that Liberty has only allocated a space for a possible Medical Centre, it is not confirmed. Cllr. Skipp responded that NHS England would not be prepared to pay rent for a new building.</p> <p>There was a discussion about the need for all the infrastructure for the development to go in first and concern about the proposed development area being sold off into small parcels of land therefore lacking overall design consistency. JP and MB commented on concerns about flooding in the Pondtail Road area.</p> <p><b>ACTION:</b> MB to arrange a planning committee meeting to discuss the HDNC response.</p> <p><b><u>Incinerator:</u></b> HDNC has submitted a response.</p> <p>HDC has also put in a response. Cllr. Burgess said that one concern is the large number of HGV movements that would impact on Langhurstwood Road.</p>
8.4	<p><b>West of Horsham Development</b></p> <p><b><u>Arun Bridge East Application DC/15/1826:</u></b> Berkeley's have supplied answers to our objections but these have not yet been studied in detail.</p> <p><b><u>Apartment Block Application DC/16/2958:</u></b> Following the HDNC comments regarding a bland design amended plans have just been received and are acceptable.</p> <p><b><u>Arun Bridge West:</u></b> The lifting of the north / south bridge beams is to be undertaken on 24<sup>th</sup> and 25<sup>th</sup> February and will need to be completed within those dates, we have been notified that there will be longer working hours and floodlighting.</p>
8.5	<p><b>Community Services – Youth</b></p> <p>JP has already circulated a report regarding the meeting on 7<sup>th</sup> February, the main points were:</p> <p><b><u>HYPER:</u></b> Currently there are 11 members aged 8 to 13. They are hoping to have more communication with HDC, and are building their campaign for Cannabis awareness. They will have a stall at Sparks in the Park in June.</p> <p><b><u>Skate Jam:</u></b> Preparations for the event are being carried out and it is anticipated that there will be a few hundred attendees. The focus group is looking at plans for a new facility in Broadbridge Heath as the Skate Park in Horsham is in poor repair.</p> <p><b><u>Schools:</u></b> The team has a presence in every school dealing with pupils with behavioural problems, confidence and bullying issues. There has been positive feedback.</p> <p><b><u>Needles Youth Club:</u></b> The Club has had a good start with an average weekly attendance of 10.</p>

	<p><b><u>Café Nero Project:</u></b> This has been discontinued as it was not financially viable. There is a new venue at the Hurst Road Youth Centre which is rented from WSCC.</p> <p><b><u>Training:</u></b> The Horsham Matters Youth leaders are now able to run a Level 1 course for young people to train as leaders.</p> <p><b><u>Future funding:</u></b> Melanie Stowell expressed doubt about funding from the Special Charge going forward as other welfare organisations, such as elderly and mental health related groups, also need assistance and may have a stronger case for funding.</p>
8.6	<p><b>Community Services – Older People</b></p> <p>HDNC volunteers are wanted to attend two local meetings concerning dementia. These are an informal meeting of the Horsham District Dementia Action Alliance on 8<sup>th</sup> March, 2 pm and Age UK's Living with Dementia Workshop on 30<sup>th</sup> March 9am to 1pm. MB and JA will attend the HDDAA meeting on 8<sup>th</sup> March so a representative from HDNC is needed for the Dementia Workshop on 30<sup>th</sup> March.</p> <p><b>ACTION:</b> Members to let SD know if they can attend the Age UK meeting on 30<sup>th</sup> March.</p> <p><b>ACTION:</b> SD to respond to HDDAA</p> <p><b><u>Older People's Forum:</u></b> MB mentioned that the Forum will carry out an assessment of the town centre to see how wheelchair-friendly the town, shops and restaurants are.</p> <p>MB gave a reminder that the next public meeting is the Question Time with Nick Herbert MP on 3<sup>rd</sup> March from 10.30am to 1pm at the Drill Hall. Despite lots of publicity there has been a low uptake so far. JA requested a flyer that could be used by HTCP to publicise the event.</p> <p><b>ACTION:</b> MB to produce a flyer.</p>
8.7	<p><b>Highways and Transport</b></p> <p><b><u>East Street Parking:</u></b> New signage has been approved by WSCC and the signs will be ordered soon – it could be as little as 2 weeks before they are installed – apparently sorting out the posts will be the delaying factor.</p> <p><b><u>Hospital Car Park:</u></b> Stuart Slater has not yet spoken to the hospital manager about switching the entrance and exit. Nothing will happen until after the rural car park pay and display signage is installed early April but the matter will then be given priority.</p> <p><b><u>Pay and Display Machines:</u></b> These are being adapted to take the new 12-sided £1 coins which will come into circulation in March.</p> <p><b><u>Highway Defects and Projects:</u></b> There has been no progress on outstanding matters; a meeting has been requested with Chris Stark, Highways Manager, WSCC.</p>

	<p><b><u>Network Rail Subway:</u></b> See Chair's Report</p> <p><b><u>WRRRA letter to Louise Goldsmith:</u></b> JA has had a response from LG to her letter regarding the traffic issues with Wimbleshurst Road and the development of the Novartis site. LG has suggested a site meeting with WRRRA. JA asked if HDNC would attend this meeting. TM agreed.</p>
<b>8.8</b>	<p><b>Communications</b></p> <p>Nothing to report.</p>
<b>8.9</b>	<p><b>Park/Countryside and Leisure</b></p> <p><b><u>Tennis Courts:</u></b> HDNC received satisfactory answers to our questions regarding the planning application to install floodlighting, replace the fencing and the court surface. The application was approved at the Committee on 7<sup>th</sup> February.</p> <p><b><u>Information Map:</u></b> HDNC is still pursuing the installation of information maps in the Park. We have been told by Anna Chapman that the first choice design was too expensive and an alternative has been offered. However this does not seem to be very satisfactory, so further discussions are needed.</p> <p>MB asked if the survey regarding the Outdoor Gym in the Park had been distributed yet.</p> <p><b>ACTION:</b> TM and JA to follow up at the next Park meeting.</p>
<b>8.10</b>	<p><b>Emergency Plan</b></p> <p>Nothing to report.</p>
<b>8.11</b>	<p><b>Police</b></p> <p>The weekly update is circulated.</p> <p>MB attended the Neighbourhood Watch meeting on 13.1.17. Acting Inspector Steve Chalcraft will be taking the lead for Horsham Neighbourhood Policing.</p>
<b>8.12</b>	<p><b>Town Centre</b></p> <p><b><u>Horsham Unlimited:</u></b> The official minutes of the meeting on 12<sup>th</sup> January have now been circulated.</p> <p><b><u>Sunday Parking:</u></b> There had been complaints that free parking in the John Lewis Car Park on Sundays was adversely affecting trade in the town and conversely also in John Lewis as their customers found the car park full. Parking charges are now in force on Sundays as from 5<sup>th</sup> February.</p>



	<p><b><u>Post Office:</u></b> Despite many objections the Crown Post Office in the Carfax will close on 22<sup>nd</sup> March and the new branch in WH Smith's will open on 23<sup>rd</sup> March.</p> <p><b><u>Decorative lights:</u></b> The East Street Ceiling Lights and the trees in the Shelley Fountain basin will be illuminated from 9th Jan to end of March (clock change) between midday and 11pm. Following the clock change the hours will be between 6.00 pm and 11pm.</p> <p><b><u>Swan Walk lifts and ticket machines:</u></b> JP reported that the lift in Swan Walk near to Wilkinson's has been out of order for months, and the parking ticket machines are often out of action. TM suggested that Ben Golds at HDC be contacted, although the lift is unlikely to be repaired if the planning application for Swan Walk is approved.</p> <p><b><u>ACTION:</u></b> JP to confirm details.</p> <p><b><u>Bon Marche:</u></b> MB advised that the refused application for illuminated signage (DC/16/1194) went to appeal and has been allowed. He is worried that this will set a precedent in West Street.</p>
8.13	<p><b>HALC /CLC</b></p> <p>Nothing to report.</p>
9.	<p><b>HTCP</b></p> <p>The monthly report was circulated by JA prior to the meeting. The main points relevant to the HDNC area were :</p> <p><b><u>Riverside Walk Project:</u></b></p> <p><b><u>Footpath improvements Hills Farm Lane area:</u></b> One of three tenders will shortly be selected and then an application for S106 funding will be submitted to HDC.</p> <p><b><u>Arun East Bridge construction:</u></b> HTCP has had discussions with HDC and Berkeley's to ensure that provision is made to divert the Walk away from the construction area, provide suitable temporary signage and make good any damage.</p> <p><b><u>Annual Riverside Walk 15<sup>th</sup> July 2017:</u></b> HTCP has submitted an application to the CLC for Community Initiative Funding which may reduce the need for sponsorship money from the NCs.</p> <p><b><u>Operation Watershed:</u></b> TRITAR approached HTCP regarding erosion of a small area of riverbank in Tanbridge Park. HTCP Directors have agreed to support TRITAR if a project group could be formed to find funding to address the erosion.</p>
10.	<p><b>Horsham Blueprint Neighbourhood Forum</b></p> <p>At the Steering Group meeting on 24<sup>th</sup> January discussions took place on the way forward. It was agreed that written confirmation is needed from HDC that the Blueprint Neighbourhood Plan would be valid without site allocations.</p>

	<p>Written confirmation is also required from North Horsham Parish Council that they still have no interest in creating a Neighbourhood Plan for the whole of Horsham.</p> <p>The poor quality of reports produced by AECOM was discussed and a letter of complaint has been sent to Locality asking that a satisfactory report is produced. Acknowledgement has been received advising that the matter will be investigated and a reply will be received by the end of February.</p> <p>There has been no response so far from Jeremy Quin on questions that he agreed to raise with the DCLG following the meeting on 6<sup>th</sup> January.</p> <p>NHPC Neighbourhood Plan: Cllr Burgess advised that NHPC are looking into the possibility of doing a Neighbourhood Plan but the costings of up to £100k look to be prohibitive.</p> <p>TM stated that Blueprint needs to check formally with NHPC that if they do a Plan it would not include the Town.</p>
11.	<p><b>Members' Questions and Comments</b></p> <p><b>Fly-tipping:</b> JP wondered if there is any evidence of an increase in fly-tipping since the changes were brought in at the Hop Oast Recycling centre, as she has witnessed it in another area.</p> <p>Cllr. Burgess thought he had seen a report of a prosecution recently. He will check with Roy Cornell to see if he is aware of any increase in fly-tipping.</p> <p>JA said she had seen an increase in the amount of litter around and suggested that a question for Nick Herbert at the next Older Peoples' Forum Meeting could be to ask what could be done to encourage people to better look after their environment.</p> <p>Cllr. Burgess stated that it is a criminal offence to fly-tip or drop litter. HDC has a hot line number if a lorry is spotted fly-tipping.</p>
12.	<p><b>Reports from District and County Councillors</b></p> <p><b>WSCC Councillor Nigel Dennis:</b></p> <p><b>Budget:</b> There is to be a 3.95% increase in the WSCC element of the Council Tax. This is the maximum allowed but there will still be a shortfall due to the growing population, change in demographic i.e. older population, additional responsibilities passed down by the Government, cuts in grants and funding and the increase in inflation on materials. The Highways budget will be cut by 10%. The Highways maintenance contract is coming up for renewal so other ideas are being looked at e.g. in-house, combining with other Local Authorities.</p> <p><b>CPZ:</b> The Parking Team is to carry out a survey in April on residents and businesses in Zone A regarding the evening charge issue. The Sunday parking charge issue would have to be done separately.</p>

	<p><b><u>Highway Reports:</u></b> Cllr Dennis has reported the blocked gulley at Wimblehurst Rd/North Parade.</p> <p>Potholes in Hurst Rd, near the Law Courts should be filled by 24.2.17.</p> <p>JA reported a large pothole needing attention near to 26 Wimblehurst Rd. It had previously been filled but is now breaking up again.</p> <p><b>ACTION:</b> SD to ask JA to provide photograph and exact location.</p> <p><b><u>Pelican Crossing by Horsham Park:</u></b> Cllr Dennis advised that a renewal of this crossing is to be arranged but may not be for at least a year. This should resolve problems regarding lack of waiting space for people with buggies.</p> <p><b>HDC Councillor Peter Burgess:</b></p> <p><b><u>Special Charge/precept:</u></b> Cllr Burgess advised that there will be a 2.5% increase to the precept for NHPC. At a recent meeting he attended a Finance member reported that by 2020 there would be a deficit. There is a reserve of £52million, but this is mainly tied up in property. One idea is for HDC to set up its own property company to build affordable homes.</p> <p><b><u>Swan Walk:</u></b> (See also item. 8.3) TM confirmed that HDNC will respond to the proposed amendments.</p> <p><b><u>Pirie's Place:</u></b> (see also item 8.3) PB feels that the design is the best that can be achieved and will hopefully improve the area. Chris Lyons is looking at the capacity of the carpark and proposes that the bays should be widened and another half deck added. One lift is still out of order.</p> <p><b><u>Horsham Football Club:</u></b> There will be two applications – one for the new stadium at Hop Oast and one to build 58 houses on the Holbrook Club grounds which he considers constitutes overdevelopment.</p> <p>There is also concern about the lack of an adequate pavement alongside Worthing Road leading to the Hop Oast site.</p> <p><b><u>Hop Oast depot:</u></b> Building work has been completed and there may be space for HDC to take on maintenance work for other Councils.</p>
13.	<p><b>Meeting closed at 9.10pm.</b></p> <p><b>Date of next meeting:</b> 16<sup>th</sup> March 2017.</p>