# HORSHAM DENNE NEIGHBOURHOOD COUNCIL Minutes of the meeting held on Thursday 17<sup>th</sup> August 2017 at 7pm



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

Item	Detail
1	Meeting Open and Welcome from the Chairman
2	Attendance and apologies for absence:  Attending – HDNC: Chair - Trudie Mitchell, Vice-Chair – Martin Bruton, Gianni Lozzi - Treasurer Jane Apostolou, Judy Pounds, Ian Botting, Nigel Hillpaul, Godfrey Newman; Clerk – Sara Doy
	HDC Cllrs. Tony Hogben (arrived 7.40pm) Peter Burgess (arrived 7.45pm) WSCC Cllrs. Morwen Millson (left 9.00pm), Nigel Dennis (arrived 8.30pm)
	Members of the public objecting to DC/17/1689: Sally Sanderson, Alison Farrell.  Apologies – None
2.2	DC/17/1689 – Ice Rink, Horsham Park:  Members of the public, Sally Sanderson and Alison Farrell, spoke regarding their reasons for objecting to the application for a temporary Ice Rink in Horsham Park and to a hardstanding for events.  MB said that the application is only for one year so that it can be assessed to see if there are any problems. If there are too many complaints then it would not be repeated.  GN explained that objections have to be made on the basis of government planning policy which is quite specific  HDNC members decided not to change support for the application.  For details of the discussion see Appendix 1.
3	Declaration of Members' Interests  Trudie Mitchell – Horsham Blueprint; Martin Bruton – HDOPF, HTCP; Jane Apostolou – HTCP,  WRRA; Godfrey Newman – Horsham District Councillor and West of Horsham (Highwood) resident.
4	Approval of Minutes from last meeting (20.7.17).  Approved by NH, seconded by MB
5	Matters arising from last meeting and Action points Outstanding Actions: None

# 6 Chairman's Report

# **Meetings attended**

26/07/2017 Garden of Remembrance site visit (see 8.2) 14/08/2017 West of Horsham Site Visit with IB (See 8.4) 17/08/2017 Horsham Matters (postponed from 21st June) – JP and TM

## **Future Meetings**

24/08/2017 NC's Quarterly Meeting with HDC 12/09/2017 Horsham Unlimited 15/09/2017 Horsham Town Centre Incident Management Group with IB 18/09/2017 HALC

<u>HDC Quarterly Meeting with NC Chairs 31<sup>st</sup> May:</u> A response was finally received from Tom Crowley (via Trevor Beadle on 24<sup>th</sup> July) regarding lack of support for the NCs but was not encouraging. Ray Dawe refuses to appoint a Cabinet Member to represent the town and nothing can be done to increase interaction between local Councillors and the NCs.

- 1) The request for assistance to increase the public profile of the NCs has been put back to us to come up with specific ideas; whilst we were hoping HDC professionals could offer advice or support.
- 2) Examples have been provided of occasions when the NCs have been omitted from circulated consultations and invitations. Apparently the circulation list is for Parishes only, since not all messages relate to the Neighbourhood Councils. Officers have to remember to include us and a request has been made to Trevor Beadle to remind all officers.
- 3) The use of the .gov.uk website suffix is considered inappropriate for us to use so clearly no financial help will be forthcoming.

The NC Chairs have since requested a separate meeting with Adam Chalmers the new Director of Community Services at HDC to discuss the role of the Neighbourhood Councils.

Cllr. Burgess said the NCs should push to become a Town Council and that Dorking has just achieved it. He considers the NCs just as important as PCs.

GN commented that the view in the past had been that residents would object as having a Town Council would be more expensive. JA said that the idea had been put to HDC in the past but it was vetoed as the cost of having the required referendum was £10k.

<u>Constitution Change:</u> We have been made aware of a proposal to change the planning determination rules in the HDC constitution. This was discussed at a Governance Committee Meeting on 16<sup>th</sup> August. Most of the changes do not seem to be detrimental, however exclusion clause VII prevents applications to modify or discharge an obligation contained within a Unilateral Undertaking or a S106 Agreement from being heard by committee. The decision will be taken by Officers and could affect the level of affordable housing,

infrastructure and facilities provided.

Cllr. Burgess said the proposal will go to Council on 6<sup>th</sup> September and if HDNC thinks this is fair they should declare their support. TM said that it would be best to wait and see what the revision of Clause VII is first and all HDNC members need to be consulted.

<u>Infrastructure:</u> We have just received a request from HDC for infrastructure requirements, any ideas will be welcomed.

**ACTION**: SD to ask members for comments or suggestions by 4/9/17.

<u>WSCC</u>: It has been announced that Peter Catchpole has resigned from his positions as Deputy Leader and Cabinet Member for Health. There has no mention of his role as Chair of the CLC group.

# 7 Clerk's Report

<u>Hall Hire Agreement:</u> SD has received the new agreement form for the period of Sept 17 to Aug 18. There is to be a small increase of 50p to £34 per session. Members gave their agreement to the increase.

<u>Website Training 16.8.17:</u> MB showed SD and NH how to access the website and add or make changes to the content so that they can maintain the website if needed in MB's absence.

<u>HDNC Electronic files storage:</u> At present SD keeps all HDNC related documents filed on her home computer, as well as hard copies. As a safety measure these documents could also be kept on a 'cloud' type storage system. SD will investigate Dropbox, as suggested by MB and NH, and also ask NHPC for advice.

**HDNC Newsletter:** SD hopes to complete the newsletter by 25<sup>th</sup> August with a view to getting it printed and then delivered at the beginning of September. SD will obtain quotes for printing and delivering the newsletter.

# **Reports from Members:**

#### 8.1 Finance

<u>Financial Report:</u> Following a meeting with TM and MB it was agreed that GL would produce an amended report for 2016-7 to be approved at an EGM. GL circulated the amended report which members were asked to check prior to the next meeting date so it can be agreed at an EGM prior to the regular meeting. TM thanked GL for the amended report.

**ACTION**: GL to circulate the report by email.

Payments made since 20.7.17: WSCC July wages = £320; Zurich Insurance = £196.00 New balance at 17.8.17 = £6226.66

<u>Insurance</u>: The terms and conditions have been checked and it was agreed that no change is required.

Hall Hire: The increased charge of 50p per meeting was agreed for 2017-8 (See Clerk's report).

#### 8.2 Section 106 and CIL

**Garden of Remembrance**: Notes of the site visit on 26<sup>th</sup> July have been circulated

Main points are:

The colour of the path was agreed and work may start in September

Permission is required from the Environment Agency to dredge the leat.

The damaged Mill Bay Green Bridge has been removed – the new bridge will be further north if the bank levels can be accommodated.

Ideas are needed for the style of benches as nothing suitable has been suggested so far

# 8.3 Planning

<u>Pirie's Place</u>: Work has started on demolishing the glass canopy but there is no signage yet to inform the public what is happening. Will Rohleder has confirmed that there had been a delay because of difficulties with the utility companies, but construction work will start 11<sup>th</sup> September. There will be press releases at that time and hoardings displaying information will be erected in Copnall Way and Pirie's Place. Public access will be maintained and Broadbridges will continue trading until their lease expires in January.

<u>Bishop's Weald DC/17/1314:</u> Amended plans have not yet been received and there seems to be some procedural disagreement between the agent TDH Estates and Berkeley's.

There has also been a separate application DC/17/ 1722 to allow the gym to operate 24/7.

**Prewett's Mill Landscaping:** No update

<u>Park Event Space DC/17/1453:</u> This planning application was withdrawn from the Committee Meeting following many objections from the public.

<u>Temporary Ice Rink DC/17/1689:</u> Denne is in agreement with this application to provide revenue during the winter months. (See also item 2.2)

Hurst Road Car Park DC/16/0586: This decision was apparently deferred at the committee

meeting but there are no details on the website yet.

GN was present at the HDC meeting and commented that Officers have been told to revise the plan to give better protection between pedestrians and vehicles.

Cllr. Burgess agreed that the proposed walkway would have been less safe as cars may overhang the new path, and added that the plan was considered to be a waste of money.

TM commented that the carpark is usually full so there is a need for more parking spaces.

<u>Park North DC/16/1016</u>: HDNC is very disappointed that the appeal has been allowed for apartments to be built in the undercroft as light conditions are appalling. The new name for the development is Holmes Park.

#### 8.4 West of Horsham Development

<u>Site Visit 14<sup>th</sup> August</u>: Draft notes have been circulated to members but these have not yet been agreed by Berkeley's.

The main points are:

- The proposal to down grade the Boulevard Bridge this Autumn for emergency vehicles, pedestrians and cyclists only (no buses). Plans have been agreed by WSCC but queries were raised concerning the lack of pavement on the north side of the junction with Hills Farm Lane and also if the revised bus route will be compliant with the minimum distances between dwellings and bus stops.
- The imminent downgrading of the bridge may affect the request from an HDC Councillor to take application DC/17/1528, which seeks to extend the use of the Sales Office site, to committee.
- The application DC/15/1826 for the Arun East Bridge is nearing completion and work may start in Spring 2018.
- The 10 m.p.h. signs have no legal powers. Any request for speed restriction signage would have to be approved by WSCC.

<u>Phase 5 Street Naming</u>: A list of possible names for the new roads had been forwarded by Andy Flack, HDC, for HDNC to comment on. Members were in agreement with which names to use.

**ACTION**: SD to respond to Andy Flack.

#### **Community Services – Youth**

<u>Youth Provision Meeting 25<sup>th</sup> July</u>: No one from HDNC was available to attend, so notes from the meeting were requested; nothing received so far.

**Community Youth Work Annual Review 2016-2017**: This was circulated.

<u>Horsham Matters Meeting 17<sup>th</sup> August:</u> JP and TM attended the meeting with Liz Burt and David Sheldon to discuss the current state of Horsham Matters' activities and the Youth

Provision, and ideas for the future.

Retail sales have fallen at the new Redkiln Close premises, but the East Street shop is doing well. The IT system needs updating, Staff salaries are the main cost, but premises and venue costs are not too high. Horsham Matters are investigating supplementary grants e.g. Lottery, but grants are only available for capital expenditure.

The NCs have confirmed that they wish to continue to provide Youth Provision funds for the next financial year.

<u>Temporary Ice Rink in Horsham Park</u>: JP raised the issue of the temporary Ice Rink proposal and Horsham Matters expressed interest in using their Outreach Team at the location and liaising with the Provider of the Ice Rink. It might be possible for private sessions for youth groups to be held at the Ice Rink.

<u>BMX Track at Highwood</u>: TM said that the BMX track had been completed but is not to open until 2019. However gangs of youths are breaking in and using it. Berkeley's are to monitor the situation, strengthen the fencing and may involve the Police. When the track is open Horsham Matters may become involved.

**<u>Publicity</u>**: JP suggested to Horsham Matters that they could submit an article to the AAH magazine to raise their profile.

# 8.6 Community Services – Older People

<u>Horsham District Older People's Forum</u>: The next meeting is to take place at Henfield Village Hall on 31.8.17 and there will be a talk on Living Care.

The two main projects that the Forum is working on are:

- 1) The HDC Directory of Older Peoples Services: this will be available in the Autumn.
- 2) The Hospital Insight Project: the next meeting is to be held on 12<sup>th</sup> September to which organisations including Taxi Companies which deal with providing transport to the Hospitals will be invited.

<u>Horsham District Community Transport</u>: this service has been suspended pending clarification of the PCV licencing of its employed drivers.

# 8.7 Highways and Transport

<u>CPZ Amendments</u>; Proposals have been received which relate to changes in parking control regulations, especially increasing restrictions to 9.00 p.m. in the areas nearest the town centre. There are other minor changes to disabled parking bays, residents' parking bays and yellow lines. Members commented on the maps provided.

**ACTION**: SD to forward comments to WSCC TRO Team.

Hospital Car Park: Mandy Cracknell has had another meeting with Tony Sampson. The

outcome is still confidential however a solution has been agreed between HDC, WSCC and the Hospital which meet HDNC's aspirations will improve traffic flow and payment procedures. The final decision is down to the hospital but the work has been put out to contract and may start in October, although this date is optimistic.

There are also discussions continuing about how to make payment easier for the public. The pay and display machine may be relocated to the hospital lobby.

<u>Parking Enforcement East Street</u>: A complaint was forwarded to Mandy Cracknell about a regular delivery from Arundel Brewery during the closed period; apparently the driver has been seen removing the bollards to gain access.

However this in not regarded as a priority for the enforcement team, even though it seems to happen on the same day of the week at the same time.

MC said she has not received any other complaints of infringements of any sort in East Street and any complaints should be sent direct to her so she can assess the seriousness of the problem.

Any inconsiderate driving should be reported to 101 or Operation Crackdown.

Cllr. Burgess said that he had passed his concerns to Chris Lyons and Ben Golds. TM suggested he copy Mandy Cracknell into any correspondence.

<u>Network Rail Subway and Carpark:</u> A response was received from Jeremy Quin who provided a contact name at Network Rail for us to pursue improvements. TM has spoken with Lisa lannidinardo and arranged a site meeting with her for 31<sup>st</sup> August as there was confusion over what is required.

<u>Park Street Bus Stop</u>: A request has been received from Peter Lusher to support his proposal for an additional bus stop between the railway station and the Swan Walk end of Albion Way. This is a very long gap and does not serve the needs of visitors to Age UK; the proposal to create a bus stop in Park Street was favourably received at the last CLC meeting but the logistics of closing the filter lane to incorporate bus stop and the impact on the traffic lights will need to be assessed and costed by WSCC.

Cllrs. Millson and Dennis are unhappy with the proposal due to the potential effect on the operation of the traffic signals and traffic flow. Cllr. Dennis pointed out that passengers could stay on the bus and get off in the Carfax, and there is also a bus which stops nearer to Denne Road.

Members agreed to support the idea in principle providing there is no detrimental effect on traffic.

**ACTION**: SD to respond to Peter Lusher.

#### Hills Farm Lane:

Traffic Bollard: The missing bollard has finally been replaced after it was reported missing in June 2016.

Overgrown Vegetation Boulevard Junction: HDC have agreed to cut back the Hills Farm Lane hedgerow to allow better visibility to the south for vehicles exiting The Boulevard. It should be done this week.

<u>Albion Way /Bishopric Junction</u>: The vegetation is overgrowing the street and paths and blocking a clear view towards the town centre from the west. TM was invited to a meeting with Mark Pullen, HDC and the contractor this morning to look at the area. MP explained that the overgrowth is mostly vigorous suckers from the Chinese Wingnut trees, which are suffocated low level plants. The area is on a quarterly general maintenance programme but the suckers have to be reduced periodically. It was agreed that this would be done in early September.

<u>Wimblehurst Road:</u> JA, as Chair of WRRA, said that a meeting had been arranged on 29<sup>th</sup> September at County Hall with Louise Goldsmith. WSCC Cllrs. Dennis and Catchpole will attend to discuss the problems with Wimblehurst Road, set up a plan of measures to be taken, and ensure enough S106 funds are put aside.

HDC Cllr. Burgess said that he would like to attend as it will become part of his area.

JP said there are also concerns at what will happen to rat-running when the North of Horsham Development starts.

<u>Albion Way Subway</u>: Following Kenneth Sadler's comments at the previous meeting TM has checked the subway and said that the only problem she could see was cobwebs needing clearing from round the lights.

**ACTION**: SD to contact HDC regarding the cobwebs.

#### 8.8 Communications

<u>Website:</u> (See also item 7) MB circulated a report showing a total of 16282 visits to the HDNC website since it was set up in May 2013.

# 8.9 Park/Countryside and Leisure

<u>Outdoor Gym</u>: A quotation has been received that exceeds the money available, the stakeholder group has been asked to comment on the proposed equipment. TM has asked if there will be other quotations as this equipment is rather garish for the park ambience.

<u>Horsham in Bloom</u>: Members were again requested to look out for possible recipients of the Denne Cup for best front garden or commercial premises. A winner should have been nominated by 15<sup>th</sup> August.

**ACTION**: SD to respond to HDC once a nomination has been agreed.

# 8.10 Emergency Plan

<u>Town Incident Management Group:</u> HDNC has now been invited to attend the next meeting of the group on 15<sup>th</sup> September to discuss evacuation plans.

<u>Emergencies in Horsham Town Centre – What to Do Map</u>: This was received from Tony Skelding, HDC, and circulated prior to the meeting. GN queried the intended circulation in the Town.

**ACTION**: TM to check circulation at the meeting.

# 8.11 | Police / Neighbourhood Watch / Security

The weekly update is circulated and put on the website.

#### 8.12 Town Centre

Horsham Unlimited Meeting 12th July: The minutes have been circulated

# 8.13 HALC /CLC

No meetings to report on.

#### 9. HTCP

<u>Resignations</u>: JA announced that she is to step down from her role as Chair of HTCP at the AGM in October. JA circulated a profile of HTCP and details of the Chair role to be advertised.

JA also announced that she will also step down from her role as Member of HDNC at the same time, after 11 years. TM conveyed thanks for her long service to HDNC and good luck for her future plans.

HTCP Action Plan: HDNC has given its support for the new Action Plan

<u>Heritage Plaques</u>: SD emailed Jeremy Knight at Horsham Museum on 6<sup>th</sup> August asking for further information regarding the location and maintenance.

GN said that he had asked at the Museum if there is a Heritage Trail guide, but was told there isn't one.

# 10. Horsham Blueprint Neighbourhood Forum

**AGM:** This was held on 14<sup>th</sup> August and Andrew Cooke gave a presentation on formulating plan.

Regrettably there were no volunteers to fill the vacancy for the Chair, Secretary or Steering Group.

# 11. Members' Questions and Comments

<u>Judy Pounds</u>: JP advised that although she will be doing a lot of travelling over the next few months she will be able to deal with planning applications remotely, but may not always be able to attend the Youth Provision Meetings.

The other members were asked if they would be interested in attending meetings in JP's absence.

# 12. Reports from District and County Councillors

#### **HDC Councillor Tony Hogben:**

<u>HDC Boundary Changes:</u> The Denne Ward will have 3 members. The HDNC area will be represented by Denne and Holbrook West Councillors.

<u>Waste Recycling:</u> The change to fortnightly bin collections will be rolled out in February 2018. The Council will face fines if it doesn't meet recycling targets. Residents will be able to purchase a second bin for free, although there will be a £5 delivery charge. It was felt that there had been insufficient communication with the public regarding the changes.

<u>Pirie's Place Car Park:</u> Gordon Lindsay said at the Economic Steering Committee that facts and figures are needed to assess if the car park should be demolished and rebuilt. Cllr. Hogben is in favour if the figures stack up. There is concern over residential flats <u>adjacent /attached?</u> linked to the car park.

<u>HDC's purchase of the Forum:</u> Cllr. Hogben confirmed that HDC will take over the freehold. The existing car park is losing money. HDC are able to borrow money at a favourable rate.

<u>Proposed New Railway Station</u>: Crawley BC has pledged allegiance to putting in a new station at Kilnwood Vale.

#### **HDC Councillor Peter Burgess:**

See earlier comments: item 6. HDC Quarterly Meeting with HDC Chairs, Constitution changes; item 8.3. Hurst Road car park; item 8.7. East Street parking enforcement; 8.7. Wimblehurst Road.

## **WSCC Councillor Morwen Millson:**

See earlier comments item 8.7 Park Street bus stop.

# **WSCC Councillor Nigel Dennis:**

London Road proposal: Cllr. Dennis advised that there have been a lot of reports from residents of rat running and unsafe driving along London Road. Cllr. Dennis has an idea to make London Road one-way so that traffic will be banned from going in a southbound direction from North Parade to Albion Way, except for cyclists. Vehicles would be able to travel northbound throughout. This would prevent the rat-running through London Road to avoid traffic lights by the Malt Shovel to reach Albion Way from North Parade. The only vehicles continuing to use London Road would then be those with an origin or destination in the street and it would no longer be used as a useful through route.

Cllr. Dennis said that the traffic lights at the Malt Shovel should not be affected.

**ACTION**: Cllr. Dennis to forward written details of the proposal to HDNC.

# **13. Meeting closed at** 9.20pm

Date of next meeting: 21.9.17

Cllr. Millson gave apologies for the next meeting.

## Appendix 1

#### DC/17/1689 – Ice Rink, Horsham Park:

Members of the public, Sally Sanderson and Alison Farrell, spoke regarding their reasons for objecting to the application for a temporary Ice Rink in Horsham Park and to a hardstanding for events.

The key objections and concerns were:

#### 1. Erosion of the park:

- a) This would not be temporary and would be a backdoor to the permanent hardstanding, and change of use.
- b) Public outcry at the loss of more of the park. There have been over 240 objections.
- c) There is a need for more not less green space in the centre of the town. Horsham is growing, gardens are getting smaller, and there is a need for a free amenity which can be used by families. The current area is a tranquil and sensitive area by the Remembrance Garden and Sensory Garden.
- d) It undermines the Council's green infrastructure policy.

# 2. The Park is a significant asset:

- a) It is a major attraction in the town.
- b) It is in an historic area of the Park close to the Grade II listed Park House and landscaped with important specimen trees.
- c) Garden Sussex Trust advised that HDC should be protecting the Park as a 'designated local asset' and in its list of Heritage Assets.

d) The application has made no assessment on the impact on the Park and does not comply with the National Planning Framework (paras 128 and 135).

# 3. Pressure should be kept on the Council to find a better town centre site:

- a) The Council needs to find a better site for:
- i) shops and restaurants
- ii) parking
- iii) safety of pedestrians
- iv) tourism
- b) Where there would be less disturbance for nearby residents

The proposal abandons important aspects of the Horsham Park Management Plan (2008 – 2017). Instead SS and AF propose raising funds to implement the planting scheme in the Plan to enhance the area.

A discussion followed. The main points were:

SS said that the previous site of the Ice Rink at Camping World worked last year.

GN commented that Forest Neighbourhood Council and many residents objected to the previous site.

TM said an alternative site in the Park had been considered, where the fairground takes place, but the ground levels would not be suitable. She explained that HDNC has a Memorandum of Understanding with HDC regarding the Park in order to agree any plans for the Park and protect it. But there is a need to make the Park more profitable to cover the rising maintenance costs.

AF said there is a need to bring more people into the Town Centre e.g. the VW Event, nearer to shops and businesses. The Forum would be a good location.

GN advised that the Forum floor would not be able to withstand the weight of the lorries required to transport the equipment for an Ice Rink. TM commented that there are also many residents living next to the Forum.

AF expressed concern at how big articulated lorries would be able to get into the Park

MB said that the application is only for one year so that it can be assessed to see if there are any problems. If there are too many complaints then it would not be repeated.

AF said that there are concerns that there may be an increase in anti-social behaviour and vandalism in the Park, and the Police are already stretched.

JP said that she had a meeting with Horsham Matters earlier in the day and the application was discussed with them. See item 8.5.

SS asked how the public can voice their complaints. TM said they should be forwarded to the Neighbourhood Council, HDC or Environmental Health.

AF asked why the application appeared to have been rushed through when it would have been foreseeable since last Christmas.

GN advised that objections have to be made on the basis of government planning policy which is quite specific otherwise it could result in big compensation claims.