

HORSHAM DENNE NEIGHBOURHOOD COUNCIL
Minutes of the meeting held on Thursday 15th February 2018



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

Item	Detail
1	Meeting Open and Welcome from the Chairman
2	<p>Attendance and apologies for absence:</p> <p>Attending – HDNC: Chair - Trudie Mitchell, Gianni Lozzi - Treasurer, Christine Osborne, Rodger Whitefield. Clerk – Sara Doy HDC Cllr. David Skipp (arrived 7.45pm) WSCC Cllr. Nigel Dennis (arrived 8.35pm after the meeting had closed –see Appendix 1)</p> <p>Apologies – HDNC: Judy Pounds, Nigel Hillpaul, Ian Botting, Godfrey Newman. HDC Councillor Peter Burgess</p>
3	<p>Declaration of Members’ Interests Trudie Mitchell – Horsham Blueprint</p>
4	<p>Approval of Minutes from last meeting (18.1.18). 8.4.1 Amend the first sentence to “the Cycle Forum objected that the gate prevented authorised access for cyclists”. Approved by RW, seconded by CO.</p> <p>8.1 GL asked that any written reports he submits are not altered in any way in the minutes. It was explained that the minutes cannot be a verbatim recording of the whole meeting but the meaning should be accurate.</p>
5	<p>Matters arising from last meeting and Action points In reference to 8.4.1, Ruth Fletcher, on behalf of the Cycle Forum, contacted TM expressing its commitment to working positively with HDNC and reiterating the value it places on the opportunity for early and informal discussions.</p>
6	<p>Chairman’s Report</p> <p><u>Meetings attended:</u></p> <p>29/01/2018 Horsham Park with HDC and NFoHP (see 8.9) 30/01/2018 Horsham Unlimited (see 8.12) 05/02/2018 Chris Lyons Ice Rink review (see 8.9)</p>

	<p>16/02/2018 HDC Planning Committee Meeting (see 8.3) 14/02/2018 West of Horsham (see 8.4)</p> <p><u>Future Meetings</u></p> <p>19/02/2018 CLC - TM to attend. 02/03/2018 Older People's Forum - CO to attend. 13/03/2018 Horsham Unlimited</p> <p><u>Adam Chalmers:</u> Adam Chalmers was due to attend this evening's meeting but because of the number of apologies received from members he has been asked to postpone his visit until March.</p> <p><u>Amalgamation of Neighbourhood Councils:</u> Discussion will be postponed until March in the expectation that more members will be present.</p>
7	<p>Clerk's Report</p> <p><u>Residents enquiries:</u></p> <p>1) An elderly resident of Three Acres contacted SD to ask if there is a possibility of installing a pedestrian crossing on Blackbridge Lane to enable her to cross safely to get to the local parade of shops. She said that the cars often drive very fast along this road making it dangerous to cross the road.</p> <p>ACTION: SD to contact Morwen Millsom who is aware of several problems relating to Blackbridge Lane.</p> <p>2) A resident of Old Millmeads emailed regarding badly damaged verges caused by vehicles. SD advised her to submit a report to Love West Sussex.</p> <p><u>Planning Procedure Meeting:</u> A meeting was arranged to show the new members of the Planning Committee, CO and RW, the procedure for dealing with planning applications and the planning spreadsheet. RW kindly offered to make improvements to the spreadsheet which is circulated every Monday.</p> <p><u>DC/17/2675 – 34 Richmond Road:</u> SD, as advised by TM, dealt with emails from a resident of Richmond Road seeking advice regarding objecting to the application and the procedure at a committee hearing. The resident was forwarded information from the HDC Planning website.</p> <p><u>Website training Meeting:</u> A meeting has been arranged for 1st March when Martin Bruton will hand over responsibility for the website to RW, NH and SD.</p> <p><u>General Data Protection Regulation (GDPR):</u> This will apply from 25th May 2018. At the moment TM and SD are not sure how this affects HDNC and are trying to find out from HDC, SSALC, NALC and by checking information on the ICO (Information Commissioner's Office) website.</p>

	<p>TM asked if it may be necessary to get permission to mention names in the minutes, which are publicised on the HDNC website.</p> <p>SD queried if holding a copy of the electoral register is affected by the GDPR.</p>
	<p>Reports from Members:</p>
8.1	<p>Finance</p> <p><u>Treasurer's report:</u></p> <p>Balance at 17/1/18 = £3448.46 Less: Clerk Salary (Jan) = £320 Chair Stationery (Ink) = £15.99 Balance at 15/2/18 = £3112.47</p> <p><u>Budget</u> : GL provided a forecast for 2018/19 as follows:</p> <p>Income = £6060 estimated.</p> <p>Expenses:</p> <p>Clerk's Salary = £3840 (£320 x 12) Payroll = £88 (£44 x 2) Hall hire = £408 (£34 x 12) Insurance = £196 Horsham in Bloom = £180 HALC = £5 Newsletter = £257 Delivery = £400</p> <p>This leaves £636 available to spend on sponsorships, stationery, refreshments, trip reimbursements and gifts.</p>
8.2	<p>Section 106 and CIL</p> <p>Nothing to report.</p>
8.3	<p>Planning</p> <p><u>Pirie's Place:</u> Most of the demolition work has been done and we have been assured that Mr Pirie's statue is in safe keeping at the Carfax side of the development.</p> <p>The developer has requested a pre-application meeting with HDNC to discuss signage.</p> <p><u>Pirie's Place Car Park DC/17/25109 and 2511:</u> TM spoke at the Committee Meeting on 6th February agreeing the replacement in principle but objecting to some design aspects and the maintenance costs of proposed greenery. The decision approving the application included an</p>

	<p>informative to reconsider these aspects including the green wall and increasing the provision of toilets and pay stations.</p> <p><u>19a Denne Parade DC/17/1802:</u> At the Committee Hearing TM spoke to object to the lack of a defined front boundary and lack of landscaping. These have been included as conditions in the approval.</p> <p><u>Bishop's Weald House:</u> The orange ground floor should have been repainted white by 18th January; it has not been done and is now in the hands of the Compliance Team.</p> <p><u>Middleton Road:</u> HDNC has identified and contacted the landowner of the green space adjacent to the River Arun who confirmed he has no immediate plans for the area; trees were removed 2 years ago for safety reasons; he is not concerned by the dumping of green waste but would wish to be informed of other fly tipping.</p> <p><u>34, Richmond Road DC/17/2675:</u> HDNC objected to this application. (See also Clerk's Report item 7).</p>
8.4	<p>West of Horsham Development</p> <p><u>DC/17/2175 Downgrading of The Boulevard Bridge / Hills Farm Lane Access:</u> Amended plans, as discussed on 12th December, are expected this month.</p> <p><u>E-petitions:</u> At the closing date 269 signatures wanted the access reopened and 239 wanted the closure to remain. HDC have informed the petitioners by letter that the closure will stay in place, as agreed in the original Masterplan.</p> <p><u>Bus Shelters:</u> Maintenance responsibility is currently with Berkeley's but will be handed over to the local authorities when the bridge downgrading is completed.</p>
8.5	<p>Community Services – Youth</p> <p><u>Quarterly Meeting 29th January:</u> JP attended the meeting and circulated a report to members</p> <p><u>Funding Requests:</u> Applications have been received for grants from the Youth Centre Fund by the HDC Community Safety Team for £978 and 4TheYouth for £1000. Details were circulated to members for approval and a majority responded in favour; HDC has been informed.</p>
8.6	<p>Community Services – Older People</p> <p><u>Horsham District Older People's Forum:</u> The next meeting is on the 2nd March and CO will attend.</p>

8.7	<p>Highways and Transport</p> <p><u>Cycling Contraflow Proposals:</u> WSCC have acknowledged receipt of HDNC's response to the consultation and stated that the next stage will be discussions with County Councillors.</p> <p><u>Hospital Car Park:</u> There was a meeting held with HDC in January and Mandy Cracknell has reported to HDNC that the Hospital management is still keen to swap the entrance and exit and are also looking to reposition some bays and to utilise some areas better. Quotes are in for re lining of some lines.</p> <p><u>CPZ Implementation:</u> Work to install signage for the agreed changes to waiting hours in Zone A should begin in mid-February.</p> <p><u>Wimblehurst Road:</u> Jane Apostolou, the Chair of WRRRA, has put in a request to HDC to have the postal address for Novartis to be changed from Wimblehurst Road to Parsonage Road in order to prevent incorrect satellite routing of vehicles.</p> <p><u>Hills Farm Lane Bollard:</u> This has still not been replaced.</p> <p><u>Hills Farm Lane Fence:</u> Damage to the hedge has been reported to HDC Parks Department</p> <ol style="list-style-type: none"> 1) Opposite Ridgehurst Drive: Stuart Card has met a contractor and is waiting on a price to repair the gap. 2) Near the big bend: Damage was caused by two separate accidents. HDC are awaiting the police report in order to claim costs against the drivers. However this is the area where work will begin soon on for access to the Arun East Bridge Road so this also needs to be discussed with Berkeley's. <p><u>Pavement in North Street:</u> TM contacted Highways to reinforce Cllr. Nigel Dennis's request work to stop mud flowing onto the pavement near the station roundabout. Highways have now agreed to install an edging alongside the landscaped area to prevent run off.</p> <p><u>Collingwood Bachelor:</u> Cllr. Nigel Dennis contacted Highways on our behalf regarding the large pond at the car park entrance. The drain was cleared; it blocked again during heavy rain but subsequently cleared.</p>
8.8	<p>Communications</p> <p><u>Website handover:</u> See Clerk's report item 7.</p>
8.9	<p>Park/Countryside and Leisure</p> <p><u>Horsham Park Meeting 29th January;</u> TM attended the meeting between HDC and New Friends of Horsham Park to meet the Parks team and discuss communication channels and available support for working groups.</p> <p>HDC could train team leaders but has limited personnel and equipment resources to supply</p>

	<p>regular support. Suggestions were made for a calendar of specific tasks that could be done by NFoHP and also for sources of additional volunteers and funding.</p> <p><u>Ice Rink Meeting with Chris Lyons 5th February:</u> HDNC had requested an update on the success of the Ice Rink in its 2017-8 location in the Park. The consensus from Denne members was that the ice rink was less well attended this year and disappointing in that the location lacked any atmosphere (just a white tent with no added entertainment or facilities).</p> <p>CL stated that the reaction on social media was positive: 512 in favour and 74 against; he is still awaiting figures but if attendance is down it could be attributed to the additional number of ice rinks nearby this year.</p> <p>Alternative venues will be looked at for next year both in the Park and elsewhere but all town centre locations have been discounted due to size or weight restriction.</p> <p>TM pointed out the muddy state of the ground following the removal of the ice rink; CL gave an assurance that there are no plans to reintroduce the idea of hard standing in this area but it may be decided to fill the volleyball court hollow and grass this area.</p> <p><u>Remembrance Gardens:</u> Completion is hoped to be by the end of April</p> <p>Any ideas to publicise the opening would be welcomed by HDC.</p> <p>Cllr. Skipp suggested linking it to the end of the First World War Centenary. CO said that the area is well used by workers in their lunch breaks but members felt it was not that widely known about. Another suggestion was to get local schools involved.</p> <p>ACTION: SD to email other members for ideas and forward information to John Marder.</p>
8.10	<p>Emergency Plan</p> <p>Nothing to report.</p>
8.11	<p>Police / Neighbourhood Watch / Security</p> <p>Nothing to report.</p>
8.12	<p>Town Centre</p> <p><u>HU Meeting 30th January:</u> TM and JP attended the meeting but it was not quorate. Nevertheless discussions took place on Christmas trade, future events, discussions with RNIB, Swan Walk redevelopment progress and homelessness in the town centre. There have been no notes from HU yet by unofficial notes taken by JP and TM have been circulated to members.</p>
8.13	<p>HALC /CLC</p> <p>Nothing to report.</p>

9.	<p>HTCP</p> <p><u>Riverside Walk:</u> A request has been received for £170 sponsorship towards the annual Riverside Walk. All present agreed to the sponsorship.</p> <p>ACTION: SD to inform HTCP</p>
10.	<p>Horsham Blueprint Neighbourhood Forum</p> <p><u>Neighbourhood Plan:</u> Work is continuing towards producing the Neighbourhood Plan; the Steering Group met on 22nd January to refine and regroup some policies and projects.</p> <p>The Green Spaces Group met on 13th February to categorise policies regarding different types such as green and blue corridors, parks and recreation grounds.</p> <p><u>Consultant:</u> A brief is being prepared to go out to tender for a consultant who will be required to confirm the draft policies are compliant with regulations and bring together the contents into a more polished final version.</p> <p>It is difficult to know the budget for a consultant as a grant will be required and there is no information currently available from the government grants.</p> <p><u>Business Forum:</u> There is still no response from HDC on the legality of the designation of Blueprint as a Business Forum, since it does not meet the requirement that the area is wholly or predominantly business in nature. This matter was raised with HDC in August 2017.</p>
11.	<p>Members' Questions and Comments</p> <p><u>Planning Procedure Meeting:</u> RW expressed his thanks to TM and SD for the training.</p> <p><u>Distribution of emails:</u> GL asked if messages could be sent weekly instead of daily for his convenience, but it was explained that this would not always be possible. It was suggested that he set up a separate email address solely for HDNC correspondence.</p>
12.	<p>Reports from District and County Councillors</p> <p>HDC Councillor David Skipp:</p> <p><u>Blueprint:</u> Cllr. Skipp queried who at HDC is dealing with resolving the Business Forum question (see item 10). TM advised that it is Norman Kwan. Cllr. Skipp said he would speak to both NK and Tom Crowley.</p> <p><u>Ice Rink and Park:</u> (See also item 8.9) Cllr. Skipp agreed that the area had been left in a mess, considers that it was the wrong location and that the diesel generators would have produced fumes. Cllr. Skipp spoke to Evan Giles about the possibility of moving it to the other side of the</p>

	<p>park and using electricity from the Boxing Club. He also commented that security guards had to be employed to protect the site.</p> <p>TM said that the signage was not adequate.</p> <p><u>HDC Budget Meeting:</u> This takes place next week and will set the budget for the next financial year. There is to be a 3.4% increase to the council tax, but there will be larger increases for the County Council Tax and Police and Fire Service charges. Parking charges are also to increase.</p> <p><u>Police:</u> Cllr. Skipp has noticed a greater presence of Police in the Town, and heard that there are more now based at Horsham Police Station.</p> <p><u>Horsham Hospital car park:</u> (See item 8.7) As there has still not been any response from the Hospital to messages sent by HDNC, Cllr. Skipp offered to try to talk to someone at the Hospital.</p> <p><u>ACTION:</u> TM to forward information to him.</p>
13.	<p>Meeting closed at 8.30pm</p> <p>Date of next meeting: 15th March.</p>
	<p>Appendix 1.</p> <p>Report from WSCC Councillor Nigel Dennis:</p> <p><u>Schools Admissions Consultation:</u> Cllr. Dennis thinks that the possibility of new schools in the North Horsham development could affect the admissions arrangements. He put forward the idea from CO at the previous meeting to survey parents of primary school children on their views and this was favourably received.</p> <p><u>CPZ:</u> There is a lack of parking permits for Zone A and unfortunately insufficient parking capacity to issue any more. Cllr. Dennis has enquired about the possibility of an 'evening only' season ticket for HDC Car Parks and Parkside/CHN. Single yellow line parking restrictions are still only valid until thus providing some additional evening and Sunday parking.</p> <p><u>Cycle Forum:</u> WSCC Councillors are meeting the Cycle Forum on 22nd February to discuss the proposed cycle contra-flow schemes and any other current issues.</p> <p><u>London Road One-Way proposal:</u> Cllr. Dennis advised that this needs to be led by the residents and applied for by June, and he will try to support them if they still wish to pursue it.</p> <p><u>County Hall North car park :</u> The proposed opening of this car park to the public outside of working hours is on the Agenda for the CLC Meeting on 19th February.</p>