

## HORSHAM DENNE NEIGHBOURHOOD COUNCIL



Minutes of the meeting held on Thursday 15<sup>th</sup> November 2018

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

Item	Detail
1	<b>Meeting Opened at 7.00pm and Welcome from the Chairman</b>
2	<b>Attendance and apologies for absence:</b>  <b>Attending</b> – HDNC: Chair - Trudie Mitchell, Ian Botting, Gianni Lozzi, Nigel Hillpaul, Christine Osborne, Rodger Whitefield. Clerk – Sara Doy HDC Cllr. Peter Burgess (arrived 7.45pm) ; WSCC Cllr. Morwen Millson  <b>Apologies</b> – HDNC: Judy Pounds, Godfrey Newman; WSCC Cllr. Nigel Dennis
3	<b>Declaration of Members' Interests</b>  Trudie Mitchell – Horsham Blueprint; Ian Botting – HTCP.
4	<b>Approval of Minutes from last meeting (18.10.18).</b>  The minutes were approved by CO and seconded by RW.
5	<b>Matters arising from last meeting and Action points</b>  <b><u>Actions still outstanding:</u></b> <b>Sept Meeting:</b> Item 12 <b>ACTION:</b> MM confirmed she has asked about the temporary “slow” signs but has not had a definitive reply yet. <b>October Meeting:</b> item 5: <b>ACTION:</b> IB to ask HTCP if they might be able to help with providing new benches on approaches to the town centre at the next HTCP meeting in January.
6	<b>Chairman's Report</b>  <b><u>Meetings attended:</u></b>  19/10/2018 The Bridge official opening. TM and RW attended and were impressed with the facilities.

	<p>30/10/2018 Horsham Enterprise Park (Novartis) consultation (see 8.3)</p> <p>31/10/2018 WSCC / WRRRA re Wimblehurst Road and Novartis (see 8.3)</p> <p>03/11/2018 Gatwick Expansion public exhibition (see 8.3)</p> <p>06/11/2018 Clare Mangan, HDC Head of Economic Development (see 8.12)</p> <p>09/11/2018 Remembrance Garden official opening (see 8.2)</p> <p>11/11/2018 Remembrance Day Ceremonies – Park and Carfax (see 8.9)</p> <p>12/11/2018 CLC (see 8.13)</p> <p>13/11/2018 Horsham Unlimited - Cancelled</p> <p><b><u>Future Meetings</u></b></p> <p>16/11/2018 Older People's Forum</p> <p>09/12/2018 HDC Carol Service</p>
7	<p><b>Clerk's Report</b></p> <p><b><u>Newsletter/ Horsham Pages:</u></b> The newsletter delivery to the Highwood Development has been completed by Berkeley's. SD is researching having an article about HDNC in the Horsham Pages instead of producing and delivering another newsletter next year. IB suggested the AAH magazine and SD said she would look into it.</p> <p><b><u>Resident Enquires:</u></b></p> <p><b><u>1) Parking charges and Zone A restrictions.</u></b>  A resident submitted two messages via the HDNC website:  i) New parking machines which charge 65p for 30 minutes and do not give change.  ii) Parking in Guildford Road/Bishopric where permit only parking has been extended from 5pm to 9pm.  As advised by TM, SD responded to the resident, asking which car parks he was referring to, as charges vary, and providing information about Zone A controlled parking.  IB advised that the charge probably refers to street as parking machines in London Road now charge 65p for 30 minutes. MM commented that the charge used to be 25p for 15 minutes but has now changed to 65p for 30 minutes at all street parking. The charges are reviewed every three years.</p> <p><b><u>2) Parsons Way and Alder Copse area</u></b>  A resident phoned SD to raise several issues which included:  i) The lack of dog waste bins in this area, which is popular with dog walkers.  ii) Overgrown vegetation round the copse area which is encroaching onto the pavements.  iii) An area of land off Granary Close which is very overgrown and covering a footpath.</p> <p>The resident had previously contacted HDNC about the dog waste bins and SD advised that TM had had a meeting with the HDC Litter and Cleansing Manager who agreed to have the area assessed.</p>

	<b>Reports from Members:</b>
<b>8.1</b>	<p><b>Finance</b></p> <p><b><u>Monthly report:</u></b></p> <p>Balance at 18.10.18 = £5566.50  Less payments: Newsletter delivery = £350; TM travelling expenses to Chichester meeting = £9.25; Payment to WSCC for Clerk's October salary =£320; WSCC Admin. Services =£45.29; TM reimbursement for thank you gift to Berkeley's for newsletter delivery= £6.</p> <p>Leaves balance at 15.11.18: £4835.96</p> <p><b><u>Payroll Invoice:</u></b> WSCC agreed that the £249.08 invoice issued for the annual administration charge was an error and reissued a correct invoice for £45.29.</p> <p><b><u>Budget 2019-20:</u></b> A meeting is due for the Neighbourhood Councils to discuss the Special Charge for 2019-20 with HDC. GL has prepared a provisional budget showing we should have a surplus at 31/03/19 assuming no unforeseen expenditure.</p> <p>TM suggested ideas for what we may need to spend the surplus on:</p> <ol style="list-style-type: none"> <li>1) Improve the HDNC website</li> <li>2) Purchase new computer equipment as existing equipment is old and slow.</li> <li>3) Change newsletter to magazine articles</li> <li>4) Further finance the Neighbourhood Plan.</li> </ol> <p>NH commented that he thought it important to update the website and computer equipment in order to increase publicity about who HDNC are and what we do. He thought a new lap top would cost approx. £200. CO suggested approaching Estate Agents to see if they would provide details of the Neighbourhood Councils to new residents.</p> <p>TM said that the problem with attracting new members is that HDNC does not have a single focus unlike other groups. TM asked NH and RW to provide firm estimates of what would be needed to set up a new website and obtain new equipment.</p> <p><b>ACTION:</b> NH and RW to provide information.</p> <p>TM also pointed out that the Neighbourhood Councils originally set up the Blueprint Neighbourhood Forum and so should continue to support it.</p>
<b>8.2</b>	<p><b>Section 106 and CIL</b></p> <p><b><u>Remembrance Garden Official Opening 9/11/2018:</u></b> The involvement of HDNC over two years in the upgrading of the Remembrance Garden culminated when TM and CO attended a ceremony at the garden which also acknowledged the WWI armistice. The event included a</p>

	<p>short procession with the children of St Mary's Primary School who had made doves of peace; a blessing from Father David Bouskill, and a tribute from a bugle player and a standard bearer from the Royal British Legion.</p>
8.3	<p><b>Planning</b></p> <p><b><u>Novartis Site:</u></b> HDNC submitted a further response to the second consultation for the Horsham Enterprise Park; this concentrated mostly on access to the site and the impact of adjacent roads.</p> <p>TM attended a meeting at County Hall, Chichester requested by the Wimblehurst Road Residents Association which enabled a useful discussion about the development.</p> <p>Since then more groups of residents have been formed to represent Richmond Road and the North Heath Lane area (Allcard Close).</p> <p>MM commented that she had suggested a bridge for pedestrian and cycle access from the station end but the idea was turned down. She believes that there will be significant traffic problems, and added that residents of the new Oaklands development in Parsonage Road may not be happy having the access to the Enterprise Park and new residential development opposite their entrance. The roundabout at the junction of Parsonage Road and Wimblehurst Road will need major work. MM also commented that because the old site is now in such a rundown state and high security costs, there is a desire to get the development started as soon as possible.</p> <p><b><u>Year of Culture Banner DC/18/2243:</u></b> HDC applied to install a large artwork in the form of a mesh banner on the side of the Swan Walk Car Park. While HDNC would wish to support the Year of Culture we have objected to the banner in line with our objections to a previous application to use this space.</p> <p><b><u>Gatwick Consultation:</u></b> TM attended the presentation on 03/11/2018 and was concerned that the proposal to use the emergency runway on a regular basis will result in a huge need for infrastructure, both housing and transport.</p> <p>Members have been asked to read the draft proposals and submit their comments so HDNC can respond. TM added that the deadline is in January and it would be helpful if members could provide document reference numbers.</p> <p><b>ACTION:</b> Members to forward comments.</p> <p>MM commented that it will be a Government planning application and the County Council will be a consultee. She is attending a brief on the 16<sup>th</sup> November. If there is a 'notice of motion' it would force a public debate.</p> <p>PB commented that the emergency runway is very close to the main runway.</p> <p><b><u>Neighbourhood Planning Conference:</u></b> No one from HDNC was available to attend the conference held by HDC on 26<sup>th</sup> September; the presentations have now been received and</p>

	circulated.
<b>8.4</b>	<p><b>West of Horsham Development</b></p> <p><b>Hills Farm Lane Signage:</b> Vehicles are still attempting to use the Hills Farm Lane / Boulevard Bridge entrance to access Highwood. A request was made during the site visit at the end of August to improve the signage to indicate the new entrance but nothing has been done; this matter has been chased with both HDC and Berkeley's.</p>
<b>8.5</b>	<p><b>Community Services – Youth</b></p> <p><b>Youth Provision Survey:</b> Horsham District Council, working in conjunction with West Sussex County Council are encouraging local young people to take part in a public consultation to help shape youth support services across the Horsham District in the future. JP reported that Melanie Stowell will be co-ordinating responses from this survey and working together with Horsham Matters, Youth Providers for the Neighbourhood Council area, on their continued delivery in line with the responses. Horsham Matters are currently working on a Draft Document regarding their continued delivery which should be available early December.</p>
<b>8.6</b>	<p><b>Community Services – Older People</b></p> <p><b>Horsham District Older People's Forum:</b> The next meeting, which will have a question and answer session with Jeremy Quin MP is on 16.11.18. CO and TM will attend.</p>
<b>8.7</b>	<p><b>Highways and Transport</b></p> <p><b>Hospital Car Park:</b> Ben Golds, HDC Parking Services Manager is meeting Tony Sampson this week and will inform us of what steps are being taken.</p> <p><b>Pavilions Car Park:</b> A complaint was received from a Leisure Centre user that there was insufficient lighting to see the Pay and Display machines in the early morning. This was reported to Stuart Slater who confirmed that SSE is dealing with the problem affecting the central lights.</p> <p><b>WSCC Community Highway Schemes:</b> Proposals for a traffic refuge in Blackbridge Lane by the Needles shops and a private request for better safety at the Hills Farm Lane / Guildford Road junction have both been rejected by WSCC as not meeting the criteria. MM advised that the Guildford Road/Hills Farm Lane scheme would require land to be acquired.</p> <p>MM commented that not a single scheme was accepted in the whole North Horsham District. She has fed back that she is not happy with the situation. Chris Stark is to attend a meeting of Highways Managers on 16.11.18 and will argue that the scheme is not working properly, particularly the scoring system.</p>

	<p>MM intends to resubmit the scheme for Blackbridge Lane next year and she will contact the resident who originally requested it. She may ask HDNC to provide a letter of support.</p> <p><b><u>Hills Farm Lane Bollard</u></b>: It is important that damaged bollards are replaced as the build outs are difficult to see without the bollard: the latest repair took 5 weeks to complete.</p> <p><b><u>Dog Waste Bins</u></b>: The inspection of Alder Close by HDC to assess possible locations for dog waste bins has not yet taken place, but should be next week. TM is meeting the resident who made the original request in order to confirm the exact location.</p>
<b>8.8</b>	<p><b>Communications</b></p> <p><b><u>Newsletter</u></b>: Deliveries have been completed but there has been little response from residents so far.</p>
<b>8.9</b>	<p><b>Park/Countryside and Leisure</b></p> <p><b><u>Management Plan</u></b>: Information from the first focus group meetings is being assessed; there will be no more meetings until the New Year.</p> <p><b><u>Friends of Horsham Park</u></b>: Representatives of all NCs attended the memorial tree planting ceremony on Sunday 11<sup>th</sup> November. The ceremony was very well organised and our contribution was acknowledged.</p>
<b>8.10</b>	<p><b>Emergency Plan</b></p> <p>Nothing to report</p>
<b>8.11</b>	<p><b>Police / Neighbourhood Wardens</b></p> <p>The November report showed that the wardens have been active in uncovering problems in the un-parished area, including drug use and anti-social behaviour. TM commented that the reports are very helpful to HDNC and HDC.</p> <p><b>ACTION</b>: IB to acknowledge this at the next Steering Group Meeting on 3.1.19.</p> <p><b>ACTION</b>: IB to check when the Wardens are next due to attend a HDNC meeting.</p>
<b>8.12</b>	<p><b>Town Centre</b></p> <p><b><u>Indian Bean Tree</u></b>: HDNC were informed that the tree in the Carfax is in terminal decline and needs to be removed. TM has asked if this has to be done before Christmas as this would cause disruption at peak retail time. A different variety of replacement tree will be planted and suggestions have been invited by HDC. It was suggested that Andrew Dickinson, HDNC Tree Warden, could be asked for ideas for a suitable replacement tree.</p> <p><b>ACTION</b>: SD to contact AD.</p>

	<p><b><u>Town Centre Economy:</u></b> As there have been no meetings of Horsham Unlimited this year TM had a meeting with Clare Mangan, HDC Head of Economic Development to get an update on the town centre.</p> <p><b><u>Business Improvement District (BID):</u></b> A proposal will be submitted to HDC Cabinet for financial support.</p> <p><b><u>Telephone Box, East Street:</u></b> This box is unusable and in very poor condition, HDC intended asking BT to remove the box but it now transpires that Horsham Responders have already been in contact with BT to purchase the box to house a defibrillator.</p> <p>MM commented that BT do not seem to want to remove boxes, as HFNC have tried to have one removed in their area. BT suggests that WSCC Highways should remove them.</p> <p><b><u>Old Post Office site, Carfax:</u></b> CM said there is no news as to future use.</p>
8.13	<p><b>HALC /CLC</b></p> <p><b>CLC Meeting 12.11.18:</b> IB and TM attended. IB provided a report which was circulated and the main points relevant to HDNC were:</p> <p><b><u>Horsham Hospital Parking:</u></b> A meeting is due to take place this week between NHS and HDC to discuss progress. See also item 8.7.</p> <p><b><u>North Horsham Development:</u></b> Liberty has not made any official requests for planning permission to commence road construction that will affect the A264 road.</p> <p><b><u>Cycling:</u></b> HDC have agreed to look into improved signage in West Street.</p> <p><b><u>Major Road signs:</u></b> Concern was raised that signage was still in a poor state along many highways. Delays have been caused as internal WSCC consent is required to work on major roads.</p> <p><b><u>SID's (Speed Indicator Devices):</u></b> HFNC are borrowing a device to use on St Leonards Road It was suggested that the NCs could apply for crowd funding to purchase a SID, costing £4-5,000 for shared use by the 3 NC's.</p> <p><b><u>Enterprise Park:</u></b> See item 8.3.</p> <p><b><u>WSCC Community Highway Schemes :</u></b> See item 8.7.</p> <p><b><u>TRO Priorities:</u></b></p> <p><b><u>Parkfield:</u></b> The proposal for double yellow lines at the turning circle is second on the priority list. Cllr. Nigel Dennis will check what this means in practice.</p> <p><b><u>Park Terrace West:</u></b> The proposal for double yellow lines has been rejected as not receiving WSCC Cllr. Support.</p>
9.	<p><b>HTCP</b></p> <p>The next meeting is on 9.1.19. See also item 5.</p>

10.	<p><b>Horsham Blueprint Neighbourhood Forum</b></p> <p><b>Blueprint:</b> The next step is to assess the estimates received from consultants but it is unlikely that it will be possible to finance the plan relying on government grants. In view of the shortfall in funding the NCs will be asked if they are willing to make a further contribution.</p>
11.	<p><b>Members' Questions and Comments</b></p> <p><b>Year of Culture 2019:</b> CO commented on a letter in the County Times suggesting celebrating the connection of the actor Michael Caine with Horsham, and installing a plaque. <b>ACTION:</b> SD to contact Lisa Brace to ask if contact has been made with Michael Caine.</p>
12.	<p><b>Reports from District and County Councillors</b></p> <p><b>WSSC Councillor Morwen Millson:</b> See earlier comments under items 5, 7, 8.3, 8.7 and 8.12.</p> <p><b>HDC Councillor Peter Burgess:</b></p> <p><b>North of Horsham Development:</b> Work is due to start on the Rusper Road roundabout in mid-June 2019.</p> <p><b>The Bohunt School:</b> as mentioned at the previous meeting, is to move into temporary accommodation in Hurst Road with a view to opening in September 2019. It will then move to the permanent site in the new development in September 2020.</p> <p><b>Phase 3 Pondtail Road roundabout:</b> NHPC is querying the need for this roundabout for cyclists and buses only.</p> <p><b>Swan Walk:</b> While the re-development of the old BHS site is now in progress, there is no information about re-development at the Bishopric end despite the approved planning application.</p> <p><b>Year of Culture 2019:</b> The opening is to be held at Leonardslee Gardens on 1.1.19.</p> <p><b>HDC Carol Service:</b> This is to be held at St Mary's Church on 9.12.18 at 5pm, all are welcome. <b>ACTION:</b> SD to check if there has been an official invitation.</p> <p><b>Recycling:</b> Waste bins for recycling have been installed in the town centre.</p>
13.	<p><b>Meeting closed at 9pm.</b></p> <p><b>Next Meeting: 20/12/18.</b></p>