



# Horsham Trafalgar Neighbourhood Council

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## **Minutes of the 448<sup>th</sup> Horsham Trafalgar Neighbourhood Council meeting held at Trafalgar Road Baptist Church (TRBC) Trafalgar Rd, Horsham RH12 2QL on Wednesday 19<sup>th</sup> July 2023.**

Present: Morag Warrack, Colin Bush, Olive Hobbs, Adam Key.

In attendance: Nigel Dennis until item 9, John F Preston (Treasurer) Rhoda Hatton (Clerk) and Marianne Linfield from item 10

Minute	Matter Discussed
01/448/23	MW welcomed members to the meeting and apologies for absence were received from Martin Boffey, Anthony (Tony) Frankland and Mark Francis. Terry Connolly had also advised that he would not be able to attend the meeting.
02/448/23	Members signed the register of interest and MW recommended that going forward, these ongoing interests be added to the website for information, with members declaring monthly, pecuniary or personal interest on agenda items only.
03/448/23	Approval of the minutes of the meeting held on 28 <sup>th</sup> June 2023 was proposed CB and seconded by MW.
04/448/23	The matters arising from the previous minutes were covered under item 14(b)
05/448/23	Having received HTNC membership applications from Ed Coulsdon and Marianne Lindfield, members approved both co-options and <b>RH</b> agreed to finalise the paperwork with HDC. It was confirmed that these two appointments now gave HTNC a full complement of members and <b>RH</b> will remove advert from website.
06/448/23	No questions had been submitted from members of the public.
77/448/23	There was no update from HDC Cllr Boffey, who had offered his apologies for this meeting.
08/448/23	<p>WSCC Councillor Dennis provided updates on the following:</p> <ul style="list-style-type: none"> <li>Electric vehicle charging which have been Installed but are not active. ND confirmed that there was no restrictive parking until commissioned. Once the TRO is sealed only two out of the 6 dedicated bays would have enforceable parking restrictions. Therefore the remaining four would, subject to resident parking permits, be available. The two restricted bays would be clearly marked as such. The discussion continued around the concerns of the phase II location (Victory Road), with no conclusion drawn.</li> <li>Speed Indicator Device Pole. Details of the relevant contact had been given to CB, so that the pole can be licensed once a suitable pole has been found. CB is awaiting a quote for the appropriate pole and installation.</li> <li>Review of controlled parking zone on Milnwood Road. This should have been a parking bay and may end up restricting the turning space. Discussions with WSCC continue.</li> <li>Grass cutting on North Parade under the 'No Mow May' scheme. Of all the points raised, ND is keen to ensure visibility maintained and a further update from WSCC is awaited. ND will share the response with RH so that residents can be updated.</li> <li>The wall to Springfield Park is bulging outwards towards the street. ND felt this was potentially a safety issue. JFP advised that a few years ago residents had paid to have the wall strengthen</li> </ul>




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	<p>but ND wondered if the trees were continuing to push it out further. He suggested members take a look and report back.</p> <ul style="list-style-type: none"> <li>Glyphosate to control weeds – ND read from an email that he had been sent from West Sussex which informed members that “Glyphosate has been authorised by both the European Union and the UK Government for use in public spaces and is widely used by many local authorities to control weeds on the public highway. It is important to control weed growth as weeds can have an impact on the efficient drainage of surface water, can damage footways and introduce tripping hazards where they become more established. Currently, the County Council considers that there are no alternative cost-effective treatments available to manage weeds on such a large scale as the highway network. We are continuously monitoring the use of Glyphosate alongside developments in alternative weed control measures, to ensure that we are using the most appropriate available method. We have carried out our own trial and reviewed trials of alternative treatment options used by neighbouring authorities. These have included treatments such as hot foam, hand weeding, acetic acid (vinegar), and thermal and mechanical methods. All these alternatives have been found to be either unsuitable for what is required, less effective and require multiple treatments with variable results, or are currently inefficient for highways use”.</li> </ul> <p>As there were no questions, ND was thanked for attending and left the meeting.</p>
09/448/23	The were no reports of missing or damaged street furniture.
10/448/23	<p>The HTNC Climate Plan for HDC was discussed. MW reminded members that she had shared a list of work undertaken and that details of the HTNC projects, either carried out or in progress had been logged on <b>One Planet</b> (<a href="https://oneplanet.com">https://oneplanet.com</a>), with the aim being to share information and methods of carrying out climate protection work, whilst at the same time inspiring those working in other parishes. It was seen as a good way of sharing ideas and prevented the need to reinvent the wheel.</p> <p>MW also reported that she had attended a meeting organised by HDC earlier in the evening. HDC were talking to the parishes about their own climate plans.</p> <p>Marianne arrived at the meeting.</p> <p>MW asked members what they felt HTNC should do next and all agreed that it would be good to form links on this work with the two other neighbourhood Councils; Forest and Denne.</p> <p>OH mentioned a plan for a large scale wine industry near Colgate and agreed to obtain further details and forward these to RH.</p> <p>Marianne enquired about the trees planting project discussed at the last meeting but without EC at the meeting it was difficult for members to give an update. She also enquired how the NC could fund education projects (e.g. saving water; home insulation, retro fitting and sustainable living, making it accessible to all were mentioned as ideas). MW advised that members were open to suggestions, and links to HDC activities; talks in the hall with a platform of different speakers, a Q&amp;A/Climate Question Time; Five steps to save money and save the planet were all ideas put forward and members agreed to reconsider these inspiring suggestions at a future meeting.</p>
11/448/23	A letter had been received from Bird’s Farm Allotment inviting the Chair on a tour of the allotments to view potential projects for funding. Whilst no date had been set as yet, MW would attend and invited others to join her. MW will circulate date when one has been agreed.
12/448/23	No further action was agreed for all the planning applications shown in appendix A
13/448/23	Members noted the following Temporary Traffic Regulation Orders:



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	<p>a. Night-time closure on Guildford Road between Hills Fam Lane and Farthings Hill – 25<sup>th</sup> September between 20.00hrs and 06.00hrs on 26<sup>th</sup> September 2023 details of which had been emailed to members 7<sup>th</sup> July 2023).</p>																		
14/448/23	<p>Financial Matters:</p> <p>a The following financial report was presented by John F. Preston:</p> <div><p>Horsham Trafalgar Neighbourhood Council</p><p><b>FINANCIAL REPORT</b></p><p>For period 29 June 2023 to 19 July 2023</p><table><tr><td>Balance at 29 June 2023</td><td>£15,105.91</td></tr><tr><td>Income during period <sup>see Report</sup></td><td>£0.00</td></tr><tr><td>Expenditure during period <sup>see Report</sup></td><td>-£55.00</td></tr><tr><td><b>Balance at 19 July 2023</b></td><td><b>£15,050.91</b></td></tr><tr><td>Committed expenditure to end of FY23-24 <sup>1</sup></td><td>£3,047.50</td></tr><tr><td>Additional support expenditure to end of current FY <sup>2</sup></td><td>£987.00</td></tr><tr><td>Monies allocated <sup>3</sup></td><td>£5,150.00</td></tr><tr><td>Contingency reserve <sup>4</sup></td><td>£100.00</td></tr><tr><td><b>Funds available for allocation</b></td><td><b>£5,766.41</b></td></tr></table><div><p><b>Report</b></p><p>Income during the period:</p><ul style="list-style-type: none"><li>- nil</li></ul><p>Expenditure during the period:</p><ul style="list-style-type: none"><li>- 'committed expenditure' of £55.00.</li></ul><p><i>Expenditure during next month is likely to be limited to monthly committed expenditure, advance payment to purchase notice boards materials.</i></p><p>JFP 19 July 2023</p></div><p><b>Notes</b></p><ol style="list-style-type: none"><li>1. Committed expenditure consists of Clerk's salary, bank charges and insurance costs.</li><li>2. Additional support expenditure consists of costs associated with the website, email, newsletters (2 per year), etc.</li><li>3. Monies allocated consists of:<ul style="list-style-type: none"><li>3.1. £250 being held for purchase of tree in 2023.</li><li>3.2. £2,700 being retained for purchase of 2<sup>nd</sup> Speed Indicator device.</li><li>3.3. £500 being retained for donation to Horsham Blueprint funds for coming year.</li><li>3.4. £1,000 being retained for replacement of 2 Trafalgar Notice Boards.</li><li>3.5. £400 being retained for installation of 2<sup>nd</sup> speed indicators</li><li>3.6. £300 for purchase of additional Swift boxes</li></ul></li><li>4. Contingency is to cover potential cost increases due to inflation.</li></ol><p>HTNC / Financial Report/Jan 2023 - /4</p></div>	Balance at 29 June 2023	£15,105.91	Income during period <sup>see Report</sup>	£0.00	Expenditure during period <sup>see Report</sup>	-£55.00	<b>Balance at 19 July 2023</b>	<b>£15,050.91</b>	Committed expenditure to end of FY23-24 <sup>1</sup>	£3,047.50	Additional support expenditure to end of current FY <sup>2</sup>	£987.00	Monies allocated <sup>3</sup>	£5,150.00	Contingency reserve <sup>4</sup>	£100.00	<b>Funds available for allocation</b>	<b>£5,766.41</b>
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15/448/23	<p>MW had attended:</p>																		



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	<p>a Blueprint, and reported that the group may be in danger of collapse as nobody had come forward as chair. <b>PMN: to be amended at next meeting; MB advised of her apologies by email as John Steele is now chairing Blueprint.</b></p> <p>b The quarterly neighbourhood meeting, which focused mainly on matters relating to the town; not much related to the Trafalgar area</p> <p>c The Greenway planning meeting, and advised that the planning application was approved. Letters of thanks had been received by HTNC for speaking against the planning application but unfortunately other letters sent to MB were not so complimentary. MW was keen to clarify however, that the Council had made their decision based on what the planning rules require.</p> <p>d A meeting with PCSO Kyle Berriman. CB had also attended and had circulated a report to members.</p>
16/448/23	MW was appointed as the HTNC representative for HALC. AK/OH also agreed to consider being the second representative. The meetings are quarterly and offer the opportunity to liaise with other parishes, allowing members to gain an overview of what is going on in the wider field.
17/448/23	<p>Attendance at forthcoming outside committee meetings was agreed as follows:</p> <p>a. Online Neighbourhood Policing Team Meeting - Thursday 20<sup>th</sup> July – CB</p> <p>b. HALC AGM – 26<sup>th</sup> July (17.30hrs) at Horsham DC offices in Parkside followed meeting by a meeting with Officers and District Councillors at 19.00hrs (Appointed HALC members) – MW/ OH</p> <p>c. Neighbourhood Warden's Steering Group - Wed 30<sup>th</sup> August 2023 at 4pm in Parkside - MW</p> <p>d. Gatwick Airport's redesign of arrival and departure runways – virtual meetings either 28<sup>th</sup> July, 10.00-12.00hrs or 31<sup>st</sup> July 14.00-16.00hrs or 2<sup>nd</sup> August 17.30-19.30 – Any members welcome</p>
18/448/23	<p>HTNC Newsletter</p> <p>a AK offered to lead on the editing of the Autumn Edition of the NC Newsletter and members would submit articles including:</p> <ul style="list-style-type: none"> <li>• Feedback on the mini meadow seeds (RH to supply Photos from CC and Resident)</li> <li>• Allotment Society/talk/recommendations</li> <li>• Swifts - JFP</li> <li>• Tree Planting – JFP and EC</li> <li>• 20's Plenty - CB</li> </ul>
19/448/23	<p>Under any other business , the following matter were discussed</p> <ul style="list-style-type: none"> <li>• Marianne and Ed would be invited by MW to join the HTNC What's APP group</li> <li>• MW enquired if members felt it was relevant for the NC to have a group opinion on the Gatwick second runway as we are in the 'Gatwick Diamond' business area and a consultation is currently underway. With the majority of members wishing to form an opinion on the direction of travel it was agreed that more information would be gathered by members for a further discussion at a future meeting</li> <li>• Following a discussion on Social Media, ML agreed to look into LinkedIn.</li> </ul>
20/448/23	<p>The following dates and time remain in the diary for future HTNC meetings with all being held at Trafalgar Road Baptist Church (TRBC) Trafalgar Rd, Horsham RH12 2QL for a 7.00pm start time:</p> <p>Wednesday 13<sup>th</sup> September 2023</p> <p>Wednesday 11<sup>th</sup> October 2023</p> <p>Wednesday 8<sup>th</sup> November 2023</p> <p>Wednesday 13<sup>th</sup> December 2023</p> <p>Wednesday 10<sup>th</sup> January 2024</p> <p>Wednesday 14<sup>th</sup> February 2024</p>

Meeting closed 21.30



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### Appendix A - Planning Applications

Date Issued	Reference	Details	Deadline for responses
14 <sup>th</sup> July 2023	DC/23/1237	The installation of a circular window to front elevation at 12 Blunts Way Horsham West Sussex RH12 2BL	NFA
14 <sup>th</sup> July 2023	DC/23/1352	The removal of existing conservatory, the erection of single storey rear and two storey side and rear extensions at 18 Croft Way Horsham West Sussex RH12 2AS	NFA
17 <sup>th</sup> July 2023	DC/23/0314	The erection of a single storey rear extension to provide operational space at 50A Bishopric Horsham West Sussex RH12 1QN	NFA



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## Appendix B – HTNC Projects

Projects in Progress	Projects approved awaiting implementation	Projects being formulated for approval	New projects proposals for future discussion
<p><b>SID Update</b> - HTNC had applied to put up two more SIDs, but these applications have been turned down due to the SIDs being too heavy for street lamp posts. <b>CB</b> had updated members at the meeting and is awaiting a quote for a pole and its installation</p>	<p>Battery for third SID – dependent on progress with pole and installation</p>	<p>Tree on Merryfied – Ed Coulsdon offered to be the member/external to lead on this project. The earliest this can go ahead is autumn, due to planting season.</p> <p>Members raised the following as things to think about:</p> <ul style="list-style-type: none"> <li>drought resistant tree type alternatives that could be suggested.</li> <li>The way in which trees are planted to minimize the water lost through evaporation.</li> <li>When to be planted and size.</li> <li><b>JFP recommended that the initial steps of the project should be to galvanise volunteers for watering in spring and summer.</b></li> </ul>	<p>Planters as discussed in matters arising May 2023. <b>RH</b> had followed up discussions and WSCC reference number for the enquiry is: 3237792. However, residents had advised MW that they often need the parking space immediately outside the shops/houses for parking and would not welcome preventative planters.</p> <p>MW asked <b>member</b> to take a look and provide a view on the Triangle between the Coot Pub and the shops.</p>
<p>Swifts Survey – the following still to be actioned</p> <ul style="list-style-type: none"> <li>The setting up of survey forms to be used via the website and Facebook pages.</li> <li>The purchase of future swift boxes, if the survey confirms that swifts are in the area (up to the value of £300).</li> <li>Underway – JFP reported on the meeting attended by 20 people and 14 people offered to assist with survey. This</li> </ul>	<p>Noticeboard as discussed above in matters arising May 2023. <b>It was agreed to purchase two noticeboards, with magnetic backs through geViews</b> At a cost of <b>£1362.50 each (Based on 2 Units)</b>. <b>RH would place the order and speak with HDC re installation.</b></p>	<p>Cycle Survey – Four residents had responded to the Survey circulated via the newsletter. Comments noted but no further action agreed.</p>	<p>Shelley Allotments - Rainwater collection - IBC Tank £154 per unit. <b>Members agreed to fund three water tanks and RH would notify the allotment Society.</b></p> <p>Sites ear-marked for composting areas</p>



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reduced to 8 areas in Trafalgar and receipt of 4 have been returned (2 surveys a month in June and July) reports in Rushams Road – other areas being surveyed are unlikely to have swifts due to changes in soffits.			
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