



Horsham Trafalgar Neighbourhood Council

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Minutes of the 450th Horsham Trafalgar Neighbourhood Council held at
Trafalgar Road Baptist Church (TRBC) Trafalgar Rd, Horsham RH12 2QL
on Wednesday 11th October 2023 at 7.00pm

In attendance: Morag Warrack, Olive Hobbs, Adam Kay, Ed Coulsdon, Mark Francis

In attendance: Rhoda Hatton (Clerk), Nigel Dennis, (West Sussex County Councillor) (until item 9), Terry Connolly.

Item	Matter
01/450/23	MW welcomed members and visitors to the meeting. Apologies for absence had been received from Colin Bush, Councillor Martin Boffey, Councillor Anthony Frankland. Marianne Lingfield was not present
02/450/23	RH would circulate the declaration of member's interest to EC but in the meantime no additions were captured on the HTNC register.
03/450/23	The minutes of the meeting held on 13 th September 2023 were approved following a proposal from AK.
04/450/23	The following matters arising from previous minutes were discussed: <ul style="list-style-type: none"> a 05/449/23(b) – The request that the neighbourhood wardens walk around the Trafalgar area to review car parking and siting of bins on Milton Road had been completed. MW updated members on the discussion held at the Neighbourhood Warden Steering Group Meeting advising how she had confirmed how proactive HTNC find the wardens to be when promoting new initiatives and how delighted members of HTNC were with the service offered. MW made members aware that there is an ongoing conversation regarding how work is tasked to the Neighbourhood Wardens. b 09/449/23 - Victoria Wyllie de Echeverria had been asked about login access to the KHUB and it was confirmed that all members could login with individual accounts that they could create. MW had sent an approved statement regarding HTNC's commitment and advised that two councillors from each parish could attend the meetings about climate change. c 10/449/23 - Further enquiries had been made with HDC regarding whether or not HTNC could agree to make a financial contribution to support GAGNE's opposition of the emergency runway at Gatwick and whether or not this would be in line with the constitution. A response from HDC is awaited d 17/449/23 - Further wording had been sent to AK for the newsletter regarding how to manage the wild flowers had been grown from the seed packets in order to ensure regrowth in subsequent years as had the wording regarding the '20's plenty initiative'.
05/450/23	There were no questions submitted from the public.
06/450/23	There was no update from Cllr Boffey as he had sent his apologies as he was attending an HDC Council Meeting.
07/450/23	Cllr Nigel Dennis provided the following update from WSCC: <ul style="list-style-type: none"> • A signalling engineer had visited the Hurst Road crossing and the view was positive subject to a simulation model being run for clarity. It was however acknowledged that that any recommendation put forward for changes to the crossing/development of a new crossing would require funding approval. ND indicated that there were a further two possible options which would be worth trying and agreed to forward to the Clerk, the link to apply for WSCC Community Highway Scheme. The remaining option would be to see what HDC say about the planning application for the Vincent House and whether or not there would be any associated funding available (although access to S106 funding might also be available.)



Horsham Trafalgar Neighbourhood Council

	<ul style="list-style-type: none"> The flooding on the Guildford Road near Tanbridge House School had been raised by HDNC and ND advised that the gullies had been cleared by hand a couple of weeks ago. The next clearance will be due shortly under the cyclical cleaning rota. Regarding the need for drop kerbs at points within HTNC area, as highlighted by a resident, these had been assessed as follows: <ul style="list-style-type: none"> Greenway School - high chance of being completed subject to funding availability Cootes Parade - already approved and waiting to be undertaken within the programme. The Scout Hut in Swindon Road would continue to be used as a Polling station, rather than Trafalgar Infant school, as had previously been the case Residents were, it was felt disappointed with the Collingwood Green situations as it had been reported that the application for Village Green status was incompatible with the current highway status. This was surprising as it had not been the case with the Cootes Green application. The matter would likely be discussed at the WSCC Planning and Rights of Way Committee on November 7th when Councillors will have the power to approve or object to the applications. IT was agreed that RH would, on behalf of HTNC write to WSCC if the matter appears on the agenda papers released on 24th Oct. HTNC would like to say that they support the application for the Village Green Status including points of how they remember the area being used by local people for recreation use over a number years in the past. The Active Travel Strategy has a deadline for response of 15th November. It was agreed that RH would draft a HTNC response which would include matters such as the resurfacing of the Riverside Walk and the pedestrian crossing on Hurst Road. MF agreed to send the wording from Steyning to RH. ND left meeting.
8/450/23	<p>The following correspondence had been received:</p> <ol style="list-style-type: none"> Email (dated 25th September 2023) from a resident on Greenway regarding access to various sites both in the Trafalgar area and the wider Horsham District area – Councillor Dennis had been approached as had MB and AF. RH would respond using ND's feedback and that of HDC. Email enquiry (dated 3rd October 2023) from Community Transport Sussex who wished find out if HTNC have any transport needs as they would like to carry out a transport survey. None were raised. Email (circulated to members 2nd October 2023) re the public consultation that has begun on the future of active travel in West Sussex. Matter discussed in Agenda item 7. <p>Member discussed the most appropriate way to respond to correspondence that they personally receive through routes such as social media platforms. All agreed that personal accounts should not be used and communications should be through the Clerk's email (or at times, the Chair's email) account. Members would forward any inappropriately received correspondence to the Clerk.</p>
09/450/23	<ol style="list-style-type: none"> The planning applications attached in Appendix A were discussed and action recorded in the table. Planning Compliance reference EN/23/0442 was discussed and it was agreed that HTNC would request a progress update. Martin Boffey and Anthony Frankland would be cc'd in to the correspondence.
10/450/23	<p>The following temporary Traffic Regulation Orders was discussed:</p> <ol style="list-style-type: none"> Temporary closure of Hardy Close, Horsham, from 24th October 2023, for 5 days with restrictions in place 24 hours a day. Required for the safety of the public and workforce while UK Power Networks (SWA Code: 7004) undertake works for a new customer connection.
11/450/23	<p>Financial Matters:</p> <ol style="list-style-type: none"> The financial report from John F. Preston, Treasurer had been circulated prior to the meeting and there were no questions.



Horsham Trafalgar Neighbourhood Council



Horsham Trafalgar Neighbourhood Council

FINANCIAL REPORT

For period 14 September 2023 to 11 October 2023

Balance at 14 September 2023 £14,434.91

Income during period ^{see Report} £0.00

Expenditure during period ^{see Report} -£4,500.75

Balance at 11 October 2023

£9,934.16

Committed expenditure to end of FY23-24 ¹ £1,863.00

Additional support expenditure to end of current FY ² £987.00

Monies allocated ³ £4,150.00

Contingency reserve ⁴ £100.00

Funds available for allocation

£2,834.16

Report

Income during the period:

- nil

Expenditure during the period:

- committed expenditure¹ of £568.10.
- purchase of 2 Trafalgar Notice Boards. £3222.00
- purchase of water butts for Shelley Allotments. £619.20
- donation to Horsham Scouts Riverside Walk of £91.45.

Expenditure during next month is likely to be limited to monthly committed expenditure.

JFP

11 October 2023

Notes

1. Committed expenditure consists of Clerk's salary, bank charges and insurance costs.
2. Additional support expenditure consists of costs associated with the website, email, newsletters (2 per year), etc.
3. Monies allocated consists of:
 - 3.1. £250 being held for purchase of tree in 2023.
 - 3.2. £2,700 being retained for purchase of 2nd Speed Indicator device.
 - 3.3. £500 being retained for donation to Horsham Blueprint funds for coming year.
 - 3.4. £400 being retained for installation of 2nd speed indicators
 - 3.5. £300 for purchase of additional Swift boxes
4. Contingency to cover potential cost increases due to inflation.

HTNC /Financial Report/Jan 2023 -/4

b MW and RH agreed to set a date to sort out the banking records.

12/450/23

The following reports were received from members who had attended outside committees or events:

- a MW and OH had attended the Parish workshops on Thursday 14th September to discuss the emerging Local Plan which had since been 'made'.
- b The Blueprint AGM was held on 19th September 2023, in Park Barn near Horsham. It was attended by CB, MW, AK and OH. MW offered to send her notes to members all of whom were reminded that Blueprint was set up to develop the plan for the three Neighbourhood Councils. It is hoped that the Plan will prove useful for future planning objectives.
- c The 4TheYouth meeting held on 27th September was attended by OH. The notes had previously been circulated to members detailing the contract, the service offered and the NC's commitment. **MF** agreed to obtain facts from JP and to ascertain what funding was previously available, how it was used and what is needed now, he will also enquire if DF is approaching North Horsham for funding. Once the correspondence had been written by MF, **RH** would send a copy correspondence to HDC and JQ

13/450/23

It was agreed that the following members would attend the forthcoming outside committee meetings:

- a. The 3rd Parish and Neighbourhood Climate Action Network Meeting – 6th November 16.00-19.00hrs at Parkside – MW. MW will present a talk about HTNC Climate Plan and how this was developed utilising the details that had previously been uploaded to the One Planet website. Many



Horsham Trafalgar Neighbourhood Council

	<p>other Parishes will attend to discuss how they are tackling this issue and hopefully all ideas will be uploaded to KHub.</p> <p>b. Horsham District NPT Inspector 's update - Wednesday 18th October via Teams - MW</p> <p>c. Planning training event at the District Council Offices, Parkside, on Thursday 19 October at 6pm – RH and AK (RH would book the place for AK)</p> <p>d. Horsham Town Warden Steering Group Meeting – Wednesday 6th December at 4.00pm (Parkside) - CB</p>
14/450/23	The HTNC Climate and Ecology Plan was discussed in item 13 above.
15/450/23	AK advised that the HTNC Newsletter will be worked on during the half term and that more up to date details had been included in the draft. RH agreed to obtain quotes for printing and delivery.
16/450/23	<p>Any other business:</p> <p>a As a follow-up to the discussions last meeting about the on-street Planters on Milton Road https://www.broxap.com/woodlands.html EC advised that cedar wood planters that had not been impregnated with preservatives would be preferable. Members considered Milton Road initiative and support to be a perfect starter case study for WSCC not using glycolates. Enquiries would be made into whether residents would be happy to manage weed control with boiling water and/or vinegar. RH would make enquiries as to whether the Butterfly Project could make the planters to HTNC's requirements.</p> <p>b The request to promote the 'Mini netball' sessions available in Horsham on Tuesday was considered and all agreed that providing it could be verified that 'Netball for All' was indeed a club, members supported the request.</p> <p>c OH shared the good news that had come about following a meeting arranged for the community at the Coot Pub earlier in the year. The Green Gym had helped to clear the reeds around the side of the pond on Merryfield Drive last week using a boat provided by HDC. In addition new volunteer links were made. OH till liaise with MF and CA to obtain promotional photos.</p>
17/450/23	<p>Date and time of the next meeting – Members have confirmed the following dates for HTNC meetings that will be held at Trafalgar Road Baptist Church (TRBC) Trafalgar Rd, Horsham RH12 2QL with a 7.00pm start time:</p> <p>Wednesday 8th November 2023</p> <p>Wednesday 13th December 2023</p> <p>Wednesday 10th January 2024</p> <p>Wednesday 14th February 2024</p>

Meeting closed 21.00hrs



Horsham Trafalgar Neighbourhood Council

Appendix A - Planning Applications

Reference	Details	Actions
DC/23/1358 Notification of Committee	The demolition of existing single storey rear extension and erection of a single storey rear extension and associated alterations at 79 Trafalgar Road Horsham West Sussex RH12 2QJ.	NFA
DC/23/1748	The redevelopment of the site to provide 7no. residential units, ancillary parking and landscaping with all matters reserved except access at Wedgwood Farthings Hill Horsham West Sussex.	RH to feedback to planning the concerns of members advising that the there is still over development of the site and not in keeping with adjacent properties. Access to and from Farthings hill in such close proximity to the BBH roundabout. Intensity of development and potential loss of tress.
DC/23/1784	Surgery to 1x Group mixed Conifers at Dayhurst North Parade Horsham West Sussex	NFA
DC/23/1566 Re an amended plan	The change of use from Office to Special Educational Needs School. Construction of two storey link building. Construction of Multi Use Games Area and associated landscaping at Vincent House 31 North Parade Horsham West Sussex.	19th October 2023. TPO case to AB to outline concerns EC to investigate the need for a TPO application. RH to forward EC's details to Ben.
DC/23/1589	The installation of 1.5m slatted fencing in the front garden (Part Retrospective) at 60 Guildford Road Horsham West Sussex RH12 1LX	EC offered to take a look at the location of the fence and would offer his view in due course. RH would then submit these along with those of CB to planning.
DC/23/1747	Demolition of conservatory and single storey rear extension. Erection of a single storey rear extension at 29 Irwin Drive Horsham West Sussex RH12 1NL	NFA



Horsham Trafalgar Neighbourhood Council

Appendix B – HTNC Projects

Projects in Progress	Projects approved awaiting implementation	Projects being formulated for approval	New projects proposals for future discussion
<p>SID Update - 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. CB had updated members at the meeting and is awaiting a quote for a pole and its installation.</p> <p>Discussions continue.</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"> drought resistant tree type alternatives that could be suggested. The way in which trees are planted to minimize the water lost through evaporation. When to be planted and size. JFP recommended that the initial steps of the project should be to galvanise volunteers for watering in spring and summer. 	<p>Planters as discussed in matters arising May 2023. RH 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 member to take a look and provide a view on the Triangle between the Coot Pub and the shops.</p> <p>RH has sent detailed documentation to WSCC re positioning of these planters and MW has liaised with CFC to support siting of planters</p>
<p>Swifts Survey – the following still to be actioned</p> <ul style="list-style-type: none"> The setting up of survey forms to be used via the website and Facebook pages. The purchase of future swift boxes, if the survey confirms that swifts are in the area (up to the value of £300). Underway – JFP reported on the meeting attended 	<p>Noticeboard. It was agreed in July 2023 to purchase two noticeboards, with magnetic backs through <i>geViews</i> At a cost of £1362.50 each (Based on 2 Units). RH would place the order and speak with HDC re installation.</p> <p>Completed, Pro Forma</p>		<p>Shelley Allotments - Rainwater collection - IBC Tank £154 per unit. Members agreed to fund three water tanks and RH would notify the allotment.</p> <p>Paid</p> <p>Sites to be ear-marked for composting areas</p>



Horsham Trafalgar Neighbourhood Council

by 20 people and 14 people offered to assist with survey. This 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.	invoice paid and delivery is awaited.		
			Pollinator Flyway – Bird's Allotment. (Enquiries made with HDC about possible grants to support this project)