



Horsham Trafalgar Neighbourhood Council

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Minutes of the 452nd Trafalgar Neighbourhood Council Meeting held at
Trafalgar Road Baptist Church (TRBC) Trafalgar Rd, Horsham RH12 2QL
on Wednesday 13th December 2023
at 7.00pm

Item	Matter
1/452/23	Members in attendance were OH, MF, CB, MW and EC. MW welcomed visitors Paul Ratcliffe, Claire Dewilde, and David & Elizabeth Martin. Apologies for absence had been received in advance from Martin Boffey, Anthony Franklin and Adam Key. Marianne Lindfield was not present.
2/452/23	MW advised visitors of the member's declaration of interest captured on the HTNC register and there were no further additions of interests for items on this agenda.
3/452/23	The minutes of the meeting held on 8 th November 2023 were approved, following a proposal from CB with OH seconding this.
4/452/23	The following matters arising were discussed: a 04/451/23 I. (& 07/450/23) – RH had completed and circulated the HTNC response to the Active Travel Strategy. II. As the WSCC Planning and Rights of Way Committee scheduled for 24 th October had been deferred until 5 th December, RH had continued to monitor the agenda items and matter re Village Green Status on Collingwood Road had now been deferred whilst Councillors seek further evidence. b 16/450/23 ND reported that whilst it is not WSCC, the landowners of the patch of land at the end of Milton Road are unknown. However, nobody appears to be tending to this patch of land. c 12/451/23 - RH had posted a message on the Website promoting the position that HTNC are not supporting the second runway at Gatwick and invited residents to submit their views d 12/451/23 - MF completed and circulated to members a response from HTNC to GAGNE's consultation.
5/452/23	No questions from the public had been submitted, however, the visitors attending wished to discuss concerns regarding planning application DC/23/1566 and in particular, draw members attention to their objections on the following: <ul style="list-style-type: none"> Noise. Residents felt the application was wholly lacking in full and accurate detail, which makes it very difficult to comment upon. Change of use - the proposed development is not compatible alongside the residential area. The development is a business rather than a local authority school and the owners will obviously want to maximise the opportunities to hire out the outdoor facilities. Whilst planners have proposed erecting a 2.2m acoustic fence between residential properties and the outdoor facilities, those in Tulip Court will find that this does not go far enough to reduce the impact of the noise produced. The acoustic fence therefore becomes merely a sight barrier. Insufficient car parking – currently proposed as sufficient space for 14 car space + mini busses for the 52 staff and all the likely vehicle access for those children being dropped off and picked-up. Deliveries were a concern to residents as there had been no information about



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	<p>the time that the school will be used. Residents asked if it was possible to change the parking restrictions in the area and ND advised that 'in principle' this should be possible.</p> <p>Residents were advised by MW on how Greenway School development was passed through using the laws available.</p> <p>Residents asked for clarity on timings, noise, lighting, types of use and the restrictions that could be implemented and advised that they were meeting with AF on 15th December 2023.</p> <p>It was recommended that residents continue to submit their concerns and if these fall within the committees jurisdiction, HTNC would be happy to speak to an objection at the planning meeting, should the matter be taken there. Residents offered to pull together a brief to assist members.</p> <p>The visitors left the meeting.</p>
6/452/23	<p>In the absence of Cllr Boffey, RH read out his HDC report below:</p> <p>'Firstly, at an Extraordinary Meeting this past Monday, the Council voted to publicise the draft local plan for its Regulation 19 consultation. After a series of delays over the last 2 years this is a significant milestone, meaning that the draft plan is now official Council policy and will continue to gain weight as it moves through the examination process over the next year. The consultation will commence in Mid-January and run until 1st March. MB recommend that the Neighbourhood Council considers whether it wishes to make a submission. The last consultation response, in early 2020 when Rookwood was still a potential site (it no longer is) was largely compiled by MB.</p> <p>In terms of headline housing numbers, the Plan sets a target of 777 homes per year over the next 17 years, down from 1,100 in the previous draft due to Water Neutrality constraints. However, the Council proposes a "stepped trajectory", with the annual target only being 480 houses per year for the first 5 years. The strategic site allocations are West of Ifield (3,000 homes, down from 10,000), East of Billingshurst (650 homes) and North West of Southwater (1,000 homes, down from 1,200). However, many of these homes will not actually be built in the plan period which runs to 2040.</p> <p>The second point MB wished to highlight was that at the Council Meeting on 13th December, he was taking the Medium Term Financial Strategy document to Council, which is a precursor to the annual Budget process, which runs until February. Contained within this was a proposal to increase the unparished area by £9 per annum from £27 to £36. Although this is a large percentage, it is worth bearing a few points in mind for context.</p> <p>The SC is the equivalent of a parish precept, and is currently the second lowest in the district out of 33. This change would take it to the 3rd lowest. The average of the parish precepts is around £75, so HDC would still be less than half that. The average increase in parish precepts over the last 18 years is 133%. The figure for the unparished area is 41%. In short, in MB's opinion, this is a good deal which increases fairness across the district. It provides an additional £20,000 per annum of funding to 4TheYouth in the unparished area, as well as transferring the funding for the community halls in the unparished area (Drill Hall, Park Barn and Blackbridge Lane) into the Special Charge rather than the general council tax. This gives the Town more of a stake and a sense of ownership over its own assets, and defends it from charges that "the district subsidises the town".</p> <p>This proposal is still under consultation with the Neighbourhood Councils before a final decision is made in the new year. MB also wished to point out that at present, HDC is proposing only to raise its share of the Council tax by 2% rather than 3% as in previous year, and he is proposing to</p>



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	<p>continue funding the additional discretionary council tax discount of up to £195 for an additional 12 months. This means that for those who qualify for Council Tax Support i.e. those most in need, rather than having to pay 10% of their Council Tax bill, they will not have to pay at all. This includes all residents in the district, and therefore nobody in the unparished area on Council Tax Support will be impacted by the increase in the Special Charge.'</p> <ol style="list-style-type: none"> Members agreed to C/F the discussion on submitting a consultation to the January meeting and RH agreed to circulate MB's response from last consultation. CB reported attending the quarterly NC Chairs meeting when deputising for MW and the matter regarding the Special Charge had been discussed. PMN – following the meeting, after an exchange of emails, members agreed the following statement which was sent by MW to the chairs of the NCs: Members concluded that the Special Charge had remained relatively low for a period of time when compared to the increases faced within the Parishes and as such, the proposed increase appears reasonable at this time. Members would however, not expect the Special Charge to remain at this increased level in subsequent years if Lifespring take over the running of the Drill Hall. Members acknowledged that while there is currently no clear process for determining the special charge, and HDC had made the decisions this time, Martin Boffey had outlined that there would be review of the process and members would, of course, expect the NCs' input to be included in any new method. HDC had clearly listened to the NCs' urgent concerns about funding the youth work and acted in a swift, if surprising, way in making this draft. Members asked that a note of thanks be sent to Mark Baynham for all the work he has done. <p>The Cootes Green Apple Orchard & community compost was brought up by MF and it was agreed that RH would enquire through Steve Swain of the new contact for Cootes Green. The aim of the initiative (which had been raised through Sussex Green Living) is to ascertain if communities could take some of the cost and activities away from HDC before reaching the deadline of March 2026 for recycling food and garden waste. MF reported that communities in Devon are a leading light on such initiatives and agree to share the information available on such projects. MW informed residents of the Ben and Bertha film, wondering if it might be possible to show this film locally. MW agreed to locate a link to the film for members to watch. CB enquired about the possibility of composting at Rookwood park. The discussion concluded with details that the project would be part of the wider work being led by Jay Mercer and Collette at HDC and there was support for details to be included in the spring edition of the newsletter.</p>
7/452/23	<p>Cllr Dennis: provided the following updates from WSCC:</p> <ul style="list-style-type: none"> A resident's complaint had been received regarding Rycroft Drive and how visibility when exiting had been affected by the recent installation of the electric charging points. WS Highways officers had checked out situation but it was felt that the new charging points had not changed anything as cars had always parked in these areas previously. The flooding at Horsham Gates and Albion Way is much improved as is that on the Guildford Road. Wildgoose Drive would be closed on 18/19th December. All recycling sites all going to a booking system next year. JFP enquired about progress on the Riverside walk but members felt that this matter was now with Blueprint and HTCP. CB raised the point that the electric charging points and the end of Rushams Road do not have any signs advising that two places remain available for public parking. JFP also pointed out that he would be interested to learn of the usage of these charging points and ND agreed to investigate these two matters ND agreed to enquire about the road surface on Robinhood Lane. RH enquired on behalf of a resident who wished to move the matter of a salt bin on Farthings Walk and Farthings Hill to HDC following the approval from West Sussex highways team. It was



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	<p>advised that this falls in the Denne area, but RH would continue to make contact enquiries through MB.</p> <p>ND gave his apologies for not being able to make the January meeting before leaving. He was thanked for his report.</p>
8/452/23	<p>The following correspondence was noted by members:</p> <ul style="list-style-type: none"> a Update from Charlotte Grant at HDC re the CIL and S106 funds and subsequent question from Denne NC re overdue payments, b Neighbourhood Warden's November Report. RH to post to the website c The A Board leaflets were delivered to businesses on Tuesday 14th November by one of the Neighbourhood Wardens.
9/452/23	<p>The planning applications attached in Appendix A were discussed:</p> <ul style="list-style-type: none"> a. Regarding compliance case EN/23/0531 29/11/2023 at Greenway Academy Greenway Horsham An update from Senior Planning Compliance Officer at HDC has confirmed that the matter was investigated and it was found that no works were being carried out by Reds10 in relation to the approved development. b. OH reported that no progress had been made on the old Smith and Weston site when on 27th November the builders were asked to reduce the height of the containers stacked on top of each other. RH agreed to chase through compliance.
10/452/23	<p>The date of CAGNE Presentation was discussed following Sally Pavey's agreement to speak to residents in January, Members selected the date of Wednesday 24th January and RH was asked to liaise with Sally and TRBC to secure the larger hall on this date. Members would give consideration to how the event would be publicised.</p>
11/452/23	<p>There were no Temporary Traffic Regulation Orders to discuss.</p>
12/452/23	<p>Financial Matters:</p> <ul style="list-style-type: none"> a The following financial report was presented by John F. Preston, Treasurer:



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FINANCIAL REPORT

For period 9 November 2023 to 13 December 2023

Balance at 9 November 2023 £9,623.66

Income during period ^{see Report} £0.00

Expenditure during period ^{see Report} -£905.50

Balance at 13 December 2023

£8,718.16

Committed expenditure to end of FY23-24 ¹ £1,242.00

Additional support expenditure to end of FY23-24 ² £392.00

Monies already 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 expenditure ¹ of £310.50.

- printing and distribution of newsletter ^{2&5} £595.00

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

JFP

13 December 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 already 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 2024.

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.

5. Autumn newsletter costs exceeded the assigned budget by £195 leaving potentially only £205 for a Spring newsletter. Suggest that the support expenditure budget is increased by £400 to cover the likely cost of the Spring newsletter.

HTNC /Financial Report/Jan 2023 -/4

- a The projects as shown in appendix B were discussed
- b It was agreed that the Zoom Subscription (£130) would not be renewed. **RH** would check if this needed to be cancelled.
- c Members discussed the options for moving the HSBC bank account to an alternative provider that aligns more with HTNC's climate plan, and the Co-op Bank was identified as the preferred bank which JFP advised offered a relatively straight forward switch to an online account. It was also confirmed that there are no charges on business account with the Co-op banking.

13/452/23

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

- a. **CB** agreed to circulate the notes for the Horsham Town Warden Steering Group Meeting which took place on Wednesday 6th December at 4.00pm as soon as they are released. He reported:
 - I. Begging is the biggest issue in town and how community penalty warnings are issued.
 - II. There are no registered homeless people in Horsham.
 - III. DISC – the body that helps businesses report incidents of shoplifting is going well.
 - IV. A drink-drive campaign with police had taken place outside the Lynd Cross on a Saturday.
 - V. The Butterfly Project has recently supported clients with their understanding of how the police can help.
 - VI. The new warden (Oscar Johnson) is now fully engaged in his Neighbourhood Warden role.
 - VII. It was felt that the signs on West Street advising against cycling are inadequate and that it is an on-going issue that needs to continue being reported.



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	<p>VIII. Anti-social driving and behaviours are matters that should be dealt with by Neighbourhood Wardens.</p> <p>IX. Fear of Crime is being looked at by Neighbourhood Wardens.</p> <p>X. CB had raised the issue about bins being used to deter parking particularly on Milton Rd.</p> <p>b. The Hoey & Ainscough training session on Standards/Code of Conduct which had taken place on Thursday 30 November, had not been attended by members.</p> <p>c. CB reported that the Quarterly Neighbourhood Council meeting had involved little in the Trafalgar area. There were, CB advised changes in management within HDC. Climate Change and Parks is now being dealt with by Helen Peacock. Local Plan consultation will be completed by Autumn 2024. Nick Jenkins will move from Community to Leisure & Culture. Refurbishment of the Capitol is being discussed as it has been 20 years since the last one!</p>
14/452/23	There were no dates to be agreed for attendees in the coming month.
15/452/23	<p>A volunteer was required to draft the Spring edition of the HTNC Newsletter.</p> <p>The following items were agreed for inclusion:</p> <ul style="list-style-type: none"> a. A reminder to trim back hedges to boundaries of property b. Feeding of Hedgehogs c. Horsham Choir. d. The Cootes Green Apple Orchard & community compost e. The Swift Project. <p>Members had been disappointed with delivery of the Autumn newsletter and RH agreed to look into costs through Royal Mail.</p>
16452/23	<p>It was agreed that the questions that have been put to Neighbourhood Councils by the Blueprint Plan would be C/F to Jan; These include:</p> <ul style="list-style-type: none"> a The Neighbourhood Councils will look at the Riverside Walk through their areas, taking into consideration that HDC and the Rookwood leaseholder are in discussion about routing the walk through the Rookwood Golf Course. b Wayfinding signage is to be looked at by HDC but there is no known date. The Neighbourhood Councils could look at what improvements could be implemented. c The Neighbourhood Councils will look at what Non-Action Policies that they could take up. The three chairs need to discuss together a way forward for action in the town for improvements. Trudie Mitchell asked what level of funding is available for projects so as to think proportionally of what to do. d Neighbourhood Councils work with colleges on Air Pollution and it was thought that a discussion should take place with Morag Warrack who is thought to be keen on this topic.
17/452/23	<p>The following matters were discussed under any other business:</p> <p>JFP provided a report on the Swift Survey held earlier in the year:</p> <ul style="list-style-type: none"> • A meeting had been held early June 2023 • 14 residents signed up to help. • Surveys were distributed to nine different areas and 22 forms were returned. • The entries returned showed that there were low flying swifts recorded in Redford Avenue, Kempshott Road and Spencers Road in late June to early July. • None identified a positive nesting area. • There were 10 sightings of high flying swifts identified in early July. • The last recorded sighting of a swift was 18th July in Redford Avenue. No swifts had been reported as seen since and no forms had been submitted • Survey confirms that it is the older style of housing to which swifts are attracted and disappointingly, the usual nesting house on Rushams Road was not reused this year.



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	<ul style="list-style-type: none">• The positive news however is that a lady in Purton Road has been recording Swift activity for many years and her data show that swifts were arriving as early as 5th – 15th May in 2020. Members recall this being a very hot spring which could account for the data.• A number of residents were happy to have swift boxes and it was agreed to locate these in Spencers Road, Purton Road, at TRBC and one other siting.• The conclusion was that the project raised awareness and that the feedback had been positive. The surveys were successful in identifying valuable data on the arrival dates of swifts, but also informed members that the project should have started earlier. The proposal to purchase four swift boxes with sound system (£80) was agreed and HTNC would continue with the swift survey next year, but not in the areas of newer houses. It was agreed that serial reporting was invaluable and the project should go on to monitor nesting in the new boxes to increase awareness.• JFP has an article for newsletter.
18/452/23	<p>Members 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 10th January 2024 Wednesday 14th February 2024 Wednesday 13th March 2024 Wednesday 10th April 2024 Wednesday 8th May 2024 (Suggested date for AGM) Wednesday 12th June 2024 Wednesday 10th July 2024 Wednesday 11th September 2024 Wednesday 9th October 2024 Wednesday 13th November 2024 Wednesday 11th December 2024 Wednesday 8th January 2025 Wednesday 12th February 2025</p>

Meeting closed at 21.15 hrs



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Appendix A - Planning Applications

Date Issued	Reference	Details	Action
9 th November 2023	DC/23/2008	The erection of a two-storey side extension and single storey rear extension at 83 Rushams Road Horsham West Sussex RH12 2NY	NFA
17 th November	DC/23/1784	Surgery to 1x Group mixed Conifers at Dayhurst, North Parade, Horsham, West Sussex RH12 2BH	NFA
17 th November 2023	DC/23/1566	Vincent House development - the website is now showing the TRANSPORT STATEMENT ADDENDUM	NFA
21 st November 2023	DC/23/2089	The conversion of existing garage into habitable living space at 19 Irwin Drive Horsham West Sussex RH12 1NL	NFA
22 nd November 2023	DC/23/2131	The felling of 1x Common Beech at 12 Blunts Way Horsham West Sussex RH12 2BL	NFA
24 th November 2023	DC/23/1757	The erection of wooden children's play equipment at the end of the garden on a sunken lawn (Retrospective) at 3 Farm Avenue Horsham West Sussex RH12 2JY	NFA
30 th November 2023	DC/23/1566	Vincent House development	Await FB from Residents
1 st December 2023	DC/23/2121	The erection of a first floor extension over existing ground floor. Erection of a single storey rear extension and raised patio at 26 Springfield Crescent Horsham West Sussex RH12 2PP	NFA
8 th December 2023	DC/23/2209	The erection of a front porch and two storey side extension at 49 Blunts Way Horsham West Sussex RH12 2BJ	NFA
8 th December 2023	DC/23/2177	The erection of a first floor side and rear extension. Construction of roof to the side elevation and continue existing roof and flat floor to the rear at 1 Victory Road Horsham West Sussex RH12 2JF	NFA
12 th December 2023	DC/23/2252	Fell 1 x English Oak at Leggyfield Court Redford Avenue Horsham West Sussex	NFA
12 th December 2023	DC/23/2247	Fell 1 x Horse Chestnut at Land Along East Boundary of Springfield Park North Parade Horsham West Sussex	NFA



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Appendix B – HTNC Projects

Projects in Progress:	<ul style="list-style-type: none"> • 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. - Discussions continue. • Swifts Survey – Report delivered by JFP. To develop plans for 2024 project
Projects approved awaiting implementation:	<ul style="list-style-type: none"> • Battery for third SID – dependent on progress with pole and installation
Projects being formulated for approval:	<ul style="list-style-type: none"> • Tree on Merryfield – 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. Members raised the following as things to think about: <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>Discussion to take place in January; Small trees preferred. For further advice on the project ND advised that HTNC should approach: James Canneaux <James.Canneaux@westsussex.gov.uk> James Canneaux Arboriculturist Economy, Infrastructure and Environment Highways and Transport West Sussex County Council Tel: 0330 222 6965</p> <p>Mark to forward EC information from Woodland Trust</p>
New projects proposals for future discussion	<ul style="list-style-type: none"> • MW asked member to take a look and provide a view on the Triangle between the Coot Pub and the shops. RH has sent detailed documentation to WSCC re positioning of these planters and MW has liaised with CFC to support siting of planters • Shelley Allotments - Sites to be ear-marked for composting areas • Pollinator Flyway – Bird’s Allotment. wild flower `Bank • RH called Lynda Cheesman re the Wild Flower Bank that they wish to construct. They have been inContact with the Ecologist at the Parks and Countryside department for advice about cutting the 10 foot strip of grass at the bottom of the associated bank and will continue to personally strim this every other month plus they will also apply yellow rattle to kill off grass/nettles and then next autumn will plant the wild flower plugs that they would like HTNC to fund (a cost will be forwarded to RH). The allotment society can keep the plants going if purchased before the autumn planting.



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