



Horsham Trafalgar Neighbourhood Council

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Minutes of the 451st Horsham Trafalgar Neighbourhood Council held at
Trafalgar Road Baptist Church (TRBC) Trafalgar Rd, Horsham RH12 2QL
on Wednesday 8th November 2023 at 7.00pm

Present: Morag Warrack, Colin Bush, Olive Hobbs, Ed Coulsdon, Mark Francis

In attendance: Rhoda Hatton (Clerk), Martin Boffey (HDC Councillor), Anthony Frankland (HDC Councillor), Nigel Dennis, (West Sussex County Councillor) (from item 7-8), Lewis Clark (local resident)

01/451/23	MW welcomed to members to the meeting and introduced Lewis Clark, who was visiting as a local resident. Apologies had been received in advance of the meeting from Adam Key, John Preston and Marianne Lindfield.
02.451/23	There were no additional declarations of member's interest, other than those already captured on the HTNC register.
03/451/23	MW proposed and EC seconded the approval of the minutes for the meeting held on 11 th October 2023.
04/451/23	<p>The following matters arising from previous minutes were discussed.</p> <p>a 07/450/23 –</p> <ul style="list-style-type: none">I. RH had completed the HTNC response to the Active Travel Strategy. RH would circulate to members if it was possible to retrieve details from the reference number.II. As the WSCC Planning and Rights of Way Committee scheduled for 24th October had been deferred until 5th December, RH would continue to monitor the agenda items and on behalf of HTNC write to WSCC if the matter re Village Green Status on Collingwood Road appears on the published papers.III. RH had applied for a Community Highway Scheme for the Hurst Road/North Parade Junction. <p>b 08/450/23 - RH had responded to the local resident regarding mobility scooter access offering the advice from ND and HDC.</p> <p>c 16/450/23 - RH had made enquiries as to whether the Butterfly Project could make the planters to HTNC's requirements. As there had been no response, RH would chase up the enquiry. MB recommended that members check with the relevant landowners about the siting of the planter and following ND's arrival at the meeting, ND offered to make the necessary enquiries at WSCC.</p>
05/451/23	No questions had been received from the public.
06/451/23	<p>Councillor Boffey provided an update on the work being undertaken at HDC:</p> <ul style="list-style-type: none">○ Councillors had approved the Council's 4-years corporate plan.○ In addition, the annual plan for 23/24 was approved. This captures actions in progress as well as those being implemented. A new plans for 24/25 would be presented for scrutiny.○ The first draft of the Budget will be presented first to Cabinet and then to Council on 13th December 2023. The rest of Budget along with the Council Tax proposals will be discussed by Council in January 2024. Currently there is uncertainty in this area due to the Government's planned introduction of mandatory food waste collections that are due to come into force on 31 March 2026. Associated cost for such schemes are likely




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	<p>to be high and as yet no funding from national government has been announced. Estimated costs are over £1m (equating to approximately 10% of the HDC Council Budget).</p> <ul style="list-style-type: none"> ○ MB reported a slight deficit in the current budget but it was expected that Council would achieve a balanced budget the following year. ○ An additional Council meeting had been scheduled for 11th December where consideration will be given to the publishing of the local plan. This will require a debate of regulation 19, then if passed, the local plan will become council policy; a consultation will then follow. Documentation of the above will be released for publication on Friday 1st Dec and a speedy response was recommended. <p>MF enquired about the likelihood of plan going forward and MB advised that the final draft had not as yet been seen nor shared with the wider group. It was reported that other groups would be briefed on the plan on Monday 13th Nov.</p> <p>ND arrived at the meeting</p>
07/451/23	<p>Cllr Dennis provided an update on behalf of West Sussex County Council. He reported:</p> <ul style="list-style-type: none"> ○ on the Hurst Road/North Parade Crossing. AF had requested investigations into a free-standing crossing further down North Parade but ND felt that this would hinder improvement work on the junction at the crossing. ND had investigated LTIP funding but one of the officers had suggested using the Community Highway Scheme funding and S106 monies (it was felt that £16K might be available through the latter, unless it has been used elsewhere) ND was also investigating the possibility of including the work in the Horsham Area Sustainable Travel package. ○ The flooding/drainage in the Bishopric had been caused by root ingress which was allowing the backing up. Remedial work has been scheduled in for April 2024 ○ The Merryfield Drive cycleway now appears on a work list schedule and it has been agreed that this would be undertaken when contractors are doing other work in the area. <p>ND left meeting</p>
08/451/23	<p>Correspondence:</p> <ol style="list-style-type: none"> The resident's concerns about the quality of the resurfacing on Springfield Road had been discussed by ND in agenda item 7 before he had left the meeting. It is recorded here to maintain the structure of the agenda. Those who had inspected the work, were of the opinion that it had been completed to a good standard. The resident was notified accordingly. Members discussed the request that HTNC supports Hedgehog Highway Project, https://hedgehogsrus.co.uk/hedgehog-highway-project and agreed that this matter should be published on HTNC website to raise awareness. It would also go forward as a suggested item for the next newsletter. EC reported that the banning of pesticides has seen increase in hedgehog numbers on Shelley Allotments. To help increase hedgehog numbers, newsletter readers would be encouraged to set out cat and dog food for wild hedgehogs rather than inappropriate items such as bread or milk. The Neighbourhood Warden's reports for September 2023 and October 2023 were noted and RH would place these on website.
09/451/23	<p>The planning applications laid out in Appendix A were discussed and it was agreed that there would be no further actions.</p> <p>MB raised the point that whilst planning application C/23/0324 had not been passed at committee on 7th November, the applicants did still have the right of appeal and MB agreed to investigate the timeframe for any appeals application.</p>



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10/451/23	Following discussion at the last meeting on the additional funding needed by 4TheYouth, and the subsequent work that had been undertaken by members post-meeting, MW had met with Mark Baynham and the Chairs of other two NC. They had discussed the likely budget and MW reported that the stumbling block appeared to be due to the unknown funding figure that would be provided by national government. This hindered the setting of the HDC budget. MB advised that HDC is looking at the money available for 4TheYouth, through the special charge and Councillors are sympathetic to the funding needed. He stated that the NC representations had been heard and Council will make their decisions with these in mind.																		
11/451/23	Members had been advised of the Temporary Traffic Regulation Orders on Wild Goose Close via an email from the Clerk sent on 8 th November 2023.																		
12/451/23	<p>Financial Matters:</p> <p>a JFP, Treasurer had asked that the following report be circulated to members prior to the meeting. Members discussed the report in the absence of the treasurer. RH agreed to enquire with JFP the accounts needed to contain any committed costs for the annual Riverside Walk. Members wished to record their thanks to JFP for preparing the report.</p> <div style="text-align: center;">  <p>Horsham Trafalgar Neighbourhood Council</p> </div> <p>FINANCIAL REPORT</p> <p>For period 12 October 2023 to 8 November 2023</p> <table> <tr> <td>Balance at 12 October 2023</td><td>£9,934.16</td></tr> <tr> <td>Income during period ^{see Report}</td><td>£0.00</td></tr> <tr> <td>Expenditure during period ^{see Report}</td><td>-£310.50</td></tr> <tr> <td>Balance at 8 November 2023</td><td>£9,623.66</td></tr> </table> <table> <tr> <td>Committed expenditure to end of FY23-24 ¹</td><td>£1,552.50</td></tr> <tr> <td>Additional support expenditure to end of current FY ²</td><td>£987.00</td></tr> <tr> <td>Monies allocated ³</td><td>£4,150.00</td></tr> <tr> <td>Contingency reserve ⁴</td><td>£100.00</td></tr> <tr> <td>Funds available for allocation</td><td>£2,834.16</td></tr> </table> <div style="border: 1px solid black; padding: 5px; margin-top: 10px;"> <p>Report</p> <p>Income during the period:</p> <ul style="list-style-type: none"> - nil <p>Expenditure during the period:</p> <ul style="list-style-type: none"> - committed expenditure¹ of £310.50. <p><i>Expenditure during next month is likely to be limited to monthly committed expenditure and printing and delivery of Autumn newsletter.</i></p> <p>JFP 8 November 2023</p> </div> <p>Notes</p> <ol style="list-style-type: none"> 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: <ol style="list-style-type: none"> 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. <p style="text-align: center; font-size: small;">HTNC /Financial Report/Jan 2023 -/4</p> <p>b Members reviewed the projects as shown in appendix B and actions were updated/recorded accordingly</p> <p>c Members were advised that RH now has telephone banking access for the HSBC account and they agreed that JFP should be added as a second named person for Internet banking and Telephone Banking on the account.</p>	Balance at 12 October 2023	£9,934.16	Income during period ^{see Report}	£0.00	Expenditure during period ^{see Report}	-£310.50	Balance at 8 November 2023	£9,623.66	Committed expenditure to end of FY23-24 ¹	£1,552.50	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
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	<p>d MW suggested that the bank account with HSBC be moved to a provider that aligns more with HTNC's climate plan. The following possibilities were suggested: Starling Bank/Unity Bank/Nationwide and RH would ask JFP to explore the options.</p> <p>e A discussion on making a financial contribution to support GAGNE's opposition of the emergency runway at Gatwick took place. Consideration was given to the pros and cons of doing this. Members requested that RH post a message on the Website promoting the position that HTNC are not supporting the second runway at Gatwick and invite residents to submit their views. It was agreed that Sally Pavey from Gagne be invited to speak to residents and RH agreed to obtain dates from Sally for mid/end of January. MF would look at the response submitted by the Council with a view to submitting a response from HTNC to GAGNE's consultation that closes at 23.59 on 19th November.</p> <p>f RH would ask JFP if he could provide members with a report on the outcomes of the Swift Survey.</p>
13/451/23	<p>To following reports were received from members who had attended outside committees/events:</p> <p>a At the Horsham District NPT Inspector update on Wednesday 18th October via Teams, MW had met Inspector Neil Durkan (from neighbourhood Policing) who was advising on Operation Cruise, Operation Downsway and Operation Tandem. Inspector Durkan had reported a higher officer presence on Friday and Saturday nights in town. Nick Jenkins (HDC officer) had advised that problems in town had decreased due to DISC (An app for businesses to co-ordinate communications).</p> <p>b Daytime incidents now involve 10 and 11 year-old youths rather than teenagers, which had previously been the case. WS P&CC are trialing an immediate justice system for Anti-social behaviours. Local issues can be reported through Neighbourhood Watch and Kyle Berriman (our local officer). MW reminded members of the £500 grant funding available for community projects from the Proceeds of Crime Act.</p> <p>c The planning training event at the District Council Offices, Parkside, on Thursday 19 October at 6pm had been attended by AK and the slides and a recording of the event had been circulated to members.</p> <p>d The notes to the HTCP meeting on Monday 30th October notes will be circulated by clerk once received.</p> <p>e The third Parish and Neighbourhood Climate Action Network Meeting on 6th November 16.00-19.00hrs at Parkside was attended by MW and MF. A number of easy wins had been reported by other parishes as well as more complicated ideas. MF agreed to review these and bring forward ideas for another discussion. Representatives from Rudgwick, Colgate and Trafalgar councils each spoke briefly on how they made their own climate plans.</p>
14/451/23	<p>It was agreed that the following attendees would attend the forthcoming, outside committee meetings:</p> <p>a. Horsham Town Warden Steering Group Meeting – Wednesday 6th December at 4.00pm (Parkside) – CB</p> <p>b. The NPT Update meetings - 28 November, 20 December and 7 February - MW</p>
15/451/23	<p>AK was thanked for editing the Autumn 2023 newsletter. The printing costs of £490 along with distribution costs of £300 were approved. Members agreed that the HTNC wording regarding their Climate Emergency Plan should be added to all publications and MW would complete this action for the newsletter whilst RH would post on the website.</p> <p>Items agreed for inclusion in the next newsletter:</p> <ul style="list-style-type: none"> ○ A reminder to trim back hedges to boundaries of property ○ Feeding of Hedgehogs
16/451/23	<p>Under any other business, MW mentioned the fox proof bins that had recently been researched and RH would send examples of these to Sorin at HDC for approval.</p>



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	Enquiries were made regarding the progress on the grant for the Bird's Farm allotment. RH agreed to investigate further.
17/451/23	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: Wednesday 13 th December 2023 Wednesday 10 th January 2024 Wednesday 14 th February 2024

Appendix A - Planning Applications

Date Issued	Reference	Details	Action
19 th October 2023	DC/23/1907	Surgery to 1x Horse Chestnut at 10 Milnwood Road Horsham West Sussex RH12 2BU	NFA
25 th October 2023	DC/23/1956	Surgery to 1x Horse Chestnut at 1 Blunts Way Horsham West Sussex RH12 2BJ	NFA.
1 st November 2023	DC/23/0324	The conversion of existing garage into habitable space and removal of fence along part of West boundary (Part-Retrospective) at 13 Nelson Road Horsham West Sussex RH12 2JE	Taken at the HDC planning committee meeting on 7th November.
3 rd November 2023	DC/23/1988	The Felling of 1x Pine at 16 Irwin Drive Horsham West Sussex RH12 1NH	NFA.
3 rd November 2023	DC/23/1975	Surgery to 1x Oak at 17 Park Rise Horsham West Sussex RH12 2AY	NFA.

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>	Battery for third SID – dependent on progress with pole and installation	<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 	<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>



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		<p>alternatives that could be suggested.</p> <ul style="list-style-type: none"> • 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: Adopt-a tree 	<p>RH would make enquiries with WSCC to ascertain the next steps as Highways own the top 18" of the land.</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 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. 	<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. Completed, Pro Forma invoice paid and delivery scheduled for 7th November 2023. RH would make enquiries with Sorin at HDC re instalment</p>		<p>Shelley Allotments - Sites to be ear-marked for composting areas</p>
			<p>Pollinator Flyway – Bird's Allotment. (Enquiries made with HDC about possible grants to support this project).</p> <p>RH would contact the secretary to ascertain if they needed further assistance.</p>