



Horsham Trafalgar Neighbourhood Council

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Draft Minutes of the 456th Trafalgar Neighbourhood Council Meeting held at
Trafalgar Road Baptist Church (TRBC) Trafalgar Rd, Horsham RH12 2QL
on Wednesday 17th April 2024
at 7.00pm

Present: Morag Warrack, Olive Hobbs, Adam Key, Colin Bush, Mark Frances, Ed Coulson,
Rhoda Hatton (Clerk)

In attendance: Martin Boffey, Anthony Franklin, Nigel Dennis, Terry Connolly (resident),

Minute	Matter
01/456/24	MW welcomed members. There were no apologies for absence.
02/456/24	There were no questions from the public.
03/456/24	No additional declarations of interests were offered and the HTNC register of interest remains up to date.
04/456/24	The minutes of the meeting held on 13 th March 2024 were approved, following a proposal from MW and this being seconded by EC.
05/456/24	<p>The following matters arising were discussed:</p> <ul style="list-style-type: none">a. 02/455/24 Residents of Milton Road were forwarding photos of the bin situation on Nelson Road - RH had agreed to forward to the Neighbourhood Wardens who would liaise with the Environmental Team – Completedb. In memory of June Harris, MB had chased Pete Crawford for details of prices on memorial benches. Further discussion led to RH agreeing to enquire about prices with GeViews; to approach Warnham Parish and Southwater parish about their circular covered seats and to refer with the resident proposer of the memorial bench to enquire if the HTNC's developing plans were in line with his thoughts. The Football area on Redford Avenue was considered a possible place to site the bench. EC agreed to investigate the Southwater seat as he may have a contact who could make something similar.c. MB agreed to raise the point that the street name sign at Caterways is missing and advise that there was a request from HTNC that the empty posts be removed – Completed - a new sign is necessary and will be installed.d. Regarding the trees that had been planted on Merryfield Drive, EC had spoken with Steve Hill at the meeting which had been held the previous week and he had promised to furnish EC with more info.e. 06/455/24 - RH had agreed to submit comments to Tracey Guinea at West Sussex for the Collingwood Road Village Green hearing on 19th March – Completed. Members then discuss the resident's email where follow-up enquiries had been made and MB had provided an e-response which was summarised as follows; The Green cannot be protected under the Local Plan (LP). This area was not picked up in the initial survey for the Neighbourhood Plan (NP), but there is a possibility it could be included under a review of the NP which is scheduled for late 2027. There may however be the option of doing this late 2025 when the NP is assed against the LP, but residents will need to be aware of the consultations process that will involve the landowner. RH agreed to respond to the resident.f. 06/455/24 - RH had agreed to contact Warnham Parish Council to enquire if they have the same concerns about the condition of Robinhood Lane and if they could shed any light on




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	<p>steps being taken to rectify the situation – Completed (WPC have concerns about the regular patching up of small areas and are in liaison with WSCC)</p> <p>g. 07/455/24 - AF had agreed to find out what public information is available about the refurbishment at the Capitol and where it is being displayed. AF reported back to members at the meeting that more work will hopefully be undertaken by HDC including online information and displays in the Capitol. Contractors have been appointed and closure of Capitol is not expected until April 2025.</p>
06/456/24	<p>Cllr Dennis provided an update from WSCC, advising of the following:</p> <ul style="list-style-type: none"> • The parking restriction petition for the area around Caterways has approximately 800 signatures. They are requesting further parking space. MF enquired about the number of additional parking spaces that might be created on Caterways, should the petition be successful, but members felt that an increase in parking spaces would be minimal and that the benefit of the scheme would be to reduce the likelihood of cars being left in that area long term. • The information given at last meeting regarding the siting of the BT cabinets was confirmed and therefore refusal to site can only be given on H&S grounds such as blocking a footway or when the cases are in too close a proximity to listed buildings. • Regarding the resident's concern about drivers using the road around the Dog and Bacon Green to by-pass the pedestrian crossing lights, ND was recommending that residents report matters to the police via Operation Crackdown. A further suggestion could be to obtain a TRO to close-off the exit at Dog & Bacon entrance on to Warnham Road, making this an entrance only. RH agreed to report back to residents. • The Horsham Fire Station has been put up for sale by WSCC • Various bus-stops in the Trafalgar area will shortly undergo a series of upgrades to show real-time information. • The members portal for logging highways issues can no longer be used by Cllr Dennis for reporting routine highway matters and he has been advised that such matters should in future be reported via the public facing website. <p>In response to a question about the Springfield Park wall that is undergoing repairs, causing the closure of the footpath, AF offered to investigate a possible timeline for completion.</p>
07/456/24	<p>Cllr Boffey: provided information on HDC's proposals:</p> <ul style="list-style-type: none"> • Council will access the third tranche of national government funding for the purchase of 20 units as homes for Afghan refugees. (60% funding from central government and 40% from HDC). • Council will be introducing commercial food waste collection as well as a mandatory domestic food waste collection (the latter will start in March 2026) Again national Government funding will be accessed for this project. HDC will need to comply with government stipulations of providing a fortnightly residual waste collection and not move to three weekly collections (as had been HDC's plans and as a means of improve costs for the scheme). MB advised that the sorting facilities in Horsham District are actually so good that no food waste goes into landfill sites currently. • Sale of Drill Hall to Life Spring passed subject to a 6-week consultation process to ascertain if there might be any further occupancy possibilities. • A one-off cost of living supplement is being paid to the lowest paid Council staff to bridge gap until the next pay review. • Cabinet meets next week to approve the above proposals. • For the 50th anniversary celebrations, HDC are requesting nominations for the Community Champions, and their next full meeting will be held in Storrington. • The new Council year starts 8th May.



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	There were no questions from Members and ND left the meeting.																		
08/456/24	<p>Correspondence had been received from a few residents following the release of the Spring newsletter, all of whom wished to offer their feedback on either HTNC's support of the CAGNE or the 20's plenty campaign. RH agreed to draft a response with regard to the former and to circulate this to members for comments before sending to each correspondent. With regard to a response to the latter, RH would again respond advising residents that members value their feedback and that the matter remains under discussion.</p> <p>Members agreed that the next steps for progressing the investigation of the 20's plenty initiative should be for MF and EC to undertake survey to canvass opinion at the school gates. Both agreed to select a mutually convenient date and to notify the schools accordingly. CB would ask the school to promote the survey date in their school newsletters. Members also felt that it would be worth canvassing opinion at the Friday Cricket pitch gatherings, the Redford Avenue football pitch and to notify the parents of 2nd Horsham Scouts. It was recognised that the Cootes Farm Community Fair on 8th June would also be a good place to site an HTNC table where information could be given and opinions sought.</p> <p>As HDC Democratic Services had advised that the HTNC Vacancy had not been filled following the recent advertisement, members were free to co-opt a willing candidate. Members were advised of one enquiry that had been received and RH agreed to locate and circulate to this person, the information drafted by BP (or Forest and Denne NCs) on what is involved with being a Neighbourhood Council.</p>																		
09/456/24	<p>Financial Matters:</p> <p>a John F. Preston, Treasurer Provided the following financial report:</p> <div><p>Horsham Trafalgar Neighbourhood Council</p><p>FINANCIAL REPORT</p><p>For period 14 March 2024 to 17 April 2024</p><table><tr><td>Balance at 14 March 2024</td><td>£7,231.66</td></tr><tr><td>Income during period ^{see Report}</td><td>£0.00</td></tr><tr><td>Expenditure during period ^{see Report}</td><td>-£1,820.40</td></tr><tr><td>Balance at 17 April 2024</td><td>£5,411.26</td></tr></table><table><tr><td>Committed expenditure to end of FY23-24 ¹</td><td>£0.00</td></tr><tr><td>Additional support expenditure to end of FY23-24 ²</td><td>£0.00</td></tr><tr><td>Monies already allocated ³</td><td>£3,350.00</td></tr><tr><td>Contingency reserve ⁴</td><td>£100.00</td></tr><tr><td>Funds available for allocation</td><td>£1,966.26</td></tr></table><div><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 £365.50.- newsletter formatting, printing and distribution of £715.90- purchase of materials for Milton Rd flower boxes £400.00- purchase of Swift boxes and calling systems £229.00- CAGNE membership and donation £110.00<p><i>FY23-24 ended 5th April 2024. HDC precept for FY24-25 expected end of April 2024. Future expenditure during next month is likely to include monthly committed expenditure and renewal of website and emails.</i></p><p>JFP 17 April 2024</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 already allocated consists of: 3.1. £250 being held for purchase of trees in 2024. 3.2. £2700 being retained for purchase of 2nd Speed Indicator device. 3.3. £400 being retained for installation of 2nd speed indicators4. Contingency to cover potential cost increases due to inflation.</div> <p>HTNC /Financial Report/Jan 2023 -/11</p>	Balance at 14 March 2024	£7,231.66	Income during period ^{see Report}	£0.00	Expenditure during period ^{see Report}	-£1,820.40	Balance at 17 April 2024	£5,411.26	Committed expenditure to end of FY23-24 ¹	£0.00	Additional support expenditure to end of FY23-24 ²	£0.00	Monies already allocated ³	£3,350.00	Contingency reserve ⁴	£100.00	Funds available for allocation	£1,966.26
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	<p>b JFP also provided and update on the swift project, advising that five boxes and three sound systems had been purchased. Volunteers in the prime areas for swifts had been contacted and four/five location had been identified (on resident's houses). UK power had agreed to install boxes using their cherry picker. HTNC agreed to promote this work in the next edition of the newsletter. JFP anticipated that by 9th/10th May all boxes should be in place. JFP felt it would be worthwhile re-contacting those that undertook the survey last year to ask if they would be happy to do it again this year. Feedback could then be provided to residents on the actual project July 2024.</p> <p>c RH to c/f to next meeting the discussion on progress for switching banks.</p> <p>TC left the meeting</p>
10/456/24	<p>Members discussed the nominations for the Leonard Crosbie Awards and RH would forward the following nominees to MW to be recommend to Mrs Crosbie as winners of the Leonard Crosbie Awards 2024:</p> <p>Voluntary Group The 2nd Horsham Scout Group, which is run entirely by volunteers has leaders, trustees and helpers who generously give their time in the Trafalgar area, offering 8 sections of scouting to young people aged from 4 -18 years. In addition to weekly meetings where scouting activities are enjoyed, the group takes part in various community projects and gives our local young people the necessary 'skills for life'.</p> <p>Individual Volunteer Ann Turner - who almost single-handedly looks after the REC central flowerbed and supports the Trinity Church community in many ways. Although she is now in her 80s, Ann organises the social group, Trinity Ladies; helps with Holy Trinity Church Gardening Club, with the Holy Trinity Church Cleaning, with the Trinity Church Players the Trinity Tots. She also knits items for premature babies. Ann has only lived in the area for around 4-years but has thrown herself into community projects with contagious enthusiasm and resilience, embracing others with her kindness, chuckles and chat, making teas for the pantomime rehearsals, helping the children with Messy Church, and organises and runs the Ladies' evening group. She is always cheerful and wise, has a kind word for everyone. She is a real asset to our community.</p> <p>Business Tony Kneale from Tony Kneale Cars on Victory Road. For providing a great service for 30-40 years. Tony's business is well respected by many of the residents within the Horsham area a long standing, hardworking member of our community.</p> <p>ECO Group Boldings Brook Conservation Group was founded in 1997 by a small band of interested Redford Avenue neighbours who take responsibility, in conjunction with Horsham District Council, for maintaining the free flow of water in the Brook and preserving the wildlife corridor from Warnham Nature Reserve along the Red River to Onion Island near Irwin Drive. Regular work over almost 30 years has involved cutting back and composting overgrown vegetation from the brook and its banks, litter picking and wildlife surveys. One-off projects include the securing of a grant for the construction of the Millennium Bridge on the Riverside Walk in 2000. Meeting once a month from September to March, work parties usually comprise around a dozen helpers.</p>



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	MB, AF and JFP left the meeting
11/456/24	<p>The arrangements for AGM (15th May) were discussed and the large meeting room at TRBC had been booked. The normal agenda will be followed and, in addition to the presentation of the Leonard Crosbie Awards, members would like to invite the following to provide short presentations on:</p> <ul style="list-style-type: none"> • 20's Plenty – CB • Swifts – JFP • TCP Singers • Wildways – MW • Milton's Road – Residents; RH would enquire if about the progress being made on the building of the window boxes and the painting of the wall. And ask if help is needed. If all is going well, residents would be invited to talk at the AGM on their initiative and the grant awarded.
12/456/24	<p>With regard to the newsletter, members discussed the drafting and delivery process but acknowledged the rising production costs. It was agreed that the process had worked far better this season. However, with costs in mind, in advance of the Autumn edition, RH agreed to map on a delivery round map the areas for which it had been easy to find volunteer deliverers and to ascertain those areas that would remain uncovered areas. Members were mindful that that the above suggestion may not offer a financially viable route for Martin Standen and were conscious that the newsletter is the main vehicle for engaging with residents on a regular basis.</p> <p>a. Items to be included in future editions</p> <ol style="list-style-type: none"> i. The Youth Work Team no longer run as a service through Horsham Matters, but they have asked that we promote <i>Food and essentials household items on Support@horsham-matters.org.uk</i> or 0300 124 0204 ii. Swift boxes – promotion of the help of UK Power to site the swift boxes iii. Include information about the local Neighbourhood Watch work and contacts iv. Details on the Lion's initiative for 'Message in a Bottle' and the 'Meals on Wheels' service as advertised in https://www.hdopforum.org.uk/post/april-newsletter-pharmacy-update?utm_campaign=aad3c841-0c97-47dc-8e69-28441094e849&utm_source=so&utm_medium=mail&cid=b24e55f8-8a6d-4b92-a857-0e491428196f v. Door Sticker – 'No thanks' to cold callers https://www.westsussex.gov.uk/business-and-consumers/trading-standards-information-for-consumers/doorstep-callers/#
13/456/24	The planning applications advised by HDC were discussed and RH agreed to notify the planning department of the objections agreed in Appendix A.
14/456/24	<p>Members had no further comments on the following Temporary Traffic Regulation Orders:</p> <ol style="list-style-type: none"> a. Nelson Road starting on 16th April 2024 for work connected to Southern Water b. Wildgoose Drive in Horsham - 4th April 2024 and is now due to end on 5th April 2024
15/456/24	<p>The following reports from outside committee meetings were received from members who had attended:</p> <ol style="list-style-type: none"> a Quarterly Neighbourhood Council meeting - Tuesday 19 March at 4:30 pm. MW's notes have already been circulated. b Parish/Neighbourhood Council Planning Training - Online – 20th March. MW reported that discussions had mostly been connected with water neutrality and the local plan. She advised about SNOWS, the organisation that aims to plug the gap between Southern Water and the developers, although it was acknowledged that this is mostly beneficial to large-scale



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	<p>developers. Horsham had become a test-bed for Southern Water and Ofwat with regard to a campaign on 'Resident's Behaviour' for water usage.</p> <p>c PC/NC Climate Action Network meeting held on 25th of March – had been attended by MW who reported the aim of the session had been to guide members on how to better communicate with residents to change their behaviour. Suggestions included using the wide variety of social media platforms (which members were introduced to) and to post messages around teatime for the best response.</p>
16/456/24	<p>It was agreed/confirmed that the following members would attend the forthcoming outside committee meetings:</p> <p>a Horsham WARDENS Steering Group meeting – 5th June – 2pm – MW</p> <p>b HALC/HDC meeting 6pm on Monday 29th April at The Capitol Theatre, Horsham, RH12 1RG. MW (RH would enquire if other members could attend and if so, AK and OH would join her. An agenda would also be requested)</p> <p>c North Horsham Parish Council - Thursday 4th July at 7.30 pm at the Roffey Millennium Hall – MW to attend to discuss the Wildways initiative.</p>
17/456/24	<p>Under other business, MW reminded members that she had met with Andrew White Director of Housing & Communities at HDC and the notes of the meeting had been circulated.</p> <p>RH agreed to circulate to members the correspondence that had been received from SH following the discussion meeting on 10th April.</p>
18/456/24	<p>The following meeting dates and times were confirmed 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 15th May 2024 (To include AGM)</p> <p>Wednesday 12th June 2024</p> <p>Wednesday 10th July 2024</p> <p>Wednesday 11th September 2024</p> <p>Wednesday 9th October 2024</p> <p>Wednesday 13th November 2024</p> <p>Wednesday 11th December 2024</p> <p>Wednesday 8th January 2025</p> <p>Wednesday 12th February 2025</p>

Meeting closed 21.20



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Appendix A - Planning Applications

Reference	Details	HTNC Agreed Action
DC/23/2205	Fell 1x Hawthorn and Surgery to 1x Ash 19 Rookwood Park Horsham West Sussex RH12 1UB	NFA
DC/24/0418	The erection of a single storey side and rear extension. 21 Churchill Avenue Horsham West Sussex RH12 2JP	NFA
DC/24/0442	Erection of a single storey side extension to existing garage. 50 Rookwood Park Horsham West Sussex RH12 1UB	18th April 2024 Clerk to email HDC Planning with over-development objection. It looks as if a separate garage would become a new property with kitchen and bedrooms.
DC/23/0314	Further details re the Noor Cash and Carry on the Bishopric.	NFA
DC/24/0545	The erection of a front porch, first floor side extension. Installation of a first floor window on the side elevation at 56 Irwin Drive Horsham West Sussex RH12 1NJ	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. • Small trees preferred. WSCC arboriculturists Contact: James Canneaux <James.Canneaux@westsussex.gov.uk> - Economy, Infrastructure and Environment, Highways and Transport, West Sussex County Council, Tel: 0330 222 6965 • Mark to forward information from Woodland Trust to EC
New projects proposals for future discussion	<ul style="list-style-type: none"> • Donation to TRBC equivalent to room hire charges - Completed • Donation to CAGNE, following the recent presentation to residents - Completed • MW asked members 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 had called Lynda Cheeseman 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. • Community Composting on Cootes Farm Green - The big question is 'what type of Community Composting is truly useful, (considering everything that will be available from March 2026)'. It's either;



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	<ul style="list-style-type: none">a. A well-controlled version of Garden Composting (uncooked food is relatively easyb. A version of composting that allows cooked food and food scraps to be included.... more complex (2-stage), but doable (& uglier). If (a) – it's possible to imagine on Cootes Green. If (b) it would have to be somewhere like The Coot pub car park. <ul style="list-style-type: none">• Swift Boxes – Purchase of five boxes and three sound devises had been completed and the siting agreed with the arrangements made to undertake this work. The next stage will be an open meeting in July 2024
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