



Horsham Trafalgar Neighbourhood Council

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Minutes of the 461st Trafalgar Neighbourhood Council Meeting to be held at
Trafalgar Road Baptist Church (TRBC) Trafalgar Rd, Horsham RH12 2QL
on Wednesday 9th October 2024 at 7.00pm

Present: Morag Warrack, Mark Francis, Joe Carpenter, Olive Hobbs, Ed Coulson, Colin Bush
In Attendance: Anthony Franklin, Nigel Dennis, Martin Boffey, John Preston (Treasurer) and
Rhoda Hatton (Clerk)

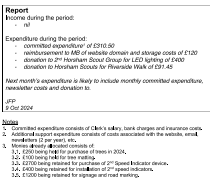
Minute Number	Matter Discussed:
1/461/24	MW welcomed members. Terry Conolly (resident) had sent his apologies
2/461/24	There were no questions from the public
3/461/24	Members were invited to provide an update for the declaration of interest register for any matter not already captured and RH (as clerk) advised that she is related to Dave Hatton who had organised the Riverside Walk.
4/461/24	Following a proposal from OH which was seconded by MW the minutes of the HTNC meeting held on 11 th September 2024 were approved.
5/461/24	<p>The following were discussed as matters arising:</p> <p>a 01/460/24 – RH had thanked Adam Key for all that he had undertaken on behalf of HTNC. RH had also initiated the appointment/recruitment process for a replacement member – in addition to the role being advertised in the noticeboards and the website, members were asked to consider people who might be interested in the role should the members move to the process of co-option.</p> <p>b 02/460/24</p> <p>i RH had contacted KB (in relation to Minute 08/460/24) and linked this communication to the matter regarding the Mandarin House take-away.</p> <p>ii MB had made further enquiries with HDC and report back to PS.</p> <p>iii MW had been unable to attend a meeting with PS and KB as KB had not responded to email correspondence. RH agreed to chase KB.</p> <p>iv Members discussed the actions that had come out of the previous discussions about the Mandarin House take-away and with regard to the reporting of vehicles to Operation Crackdown, RH agreed to send to MB the email correspondence from Operation Crackdown for him to tie up with the work being done by HDC.</p> <p>c 07/460/24 – RH had provided a draft for newsletter on the Wall at Springfield Park Road and AF provided members with an update, advising of a meeting he would attend with the Directors of Springfield Park on 10th October. The aim of the meeting would be to agree a clear plan of what will happen next and when. This will enable residents to be informed and HTNC and HDC will then support these decisions by communicating the outcomes.</p> <p>d 14/460/24 – MW had drafted a response in relation to the National Planning Framework and had circulated for members comments.</p>
6/461/24	<p>Cllr Boffey provided an update from HDC:</p> <ul style="list-style-type: none">MB read out an email from HDC's Environmental Enforcement Department which was in response to complaints submitted via Operation Crackdown.MB reported that it was a relatively quiet period for HDC, although a Council meeting was coming up next week where the medium-term budget would be discussed pre the full budget which would be released in February 2025. HDC were reviewing savings and



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	<p>looking at how they may increase revenue to close the funding gaps. Increasing parking charges in line with inflation is proposed, alongside a proposal for charges on Sundays (which would be capped at 4 hours) as it is now a busy shopping day.</p> <ul style="list-style-type: none">• MB spoke about the economic development framework, 'Enterprising Horsham', which involves all HDC departments working together to improve co-ordinated working. Details of this had been circulated by the Clerk to members earlier in the day. HTNC and the public are invited to submit their thoughts on the consultation. The deadline is 29th November 2024.• MB alerted members to the draft Business Charter that will be more accessible in the future and will provide for policies with documents sitting below this.• There were no further questions and members thanked MB for his input to the meeting
7/461/24	<p>Cllr Dennis provided an update from WSCC:</p> <ul style="list-style-type: none">• ND advised that the bus stop sign on Rushams Road will be removed in due course. However, he also advised that the removal of road markings for the actual bus stop would require a TTRO application as the matter would need to go through the required legal process. Residents/the Neighbourhood Council can make the TTRO application via West Sussex website.• ND advised of the Rookwood Park road closure due to water work repairs.• Regarding the resident's emails (from RS) in relation to the parking over dropped kerbs, ND advised that the NC could apply for TTRO for appropriate markings. ND was keen to learn if RS's reports were a regular problem and advised that without any yellow line restrictions, parking of this nature cannot be enforced. RH will advise RS accordingly
8/461/24	<p>Correspondence:</p> <p>a MW offered to draft a response to the questions posed in the invitation for HTNC to give their opinions on the CAA Consultation: Consumer Environmental Information: https://consultations.caa.co.uk/policy-development/consumer-environmental-information-consultation/ MF offered to help, although would not be able to do so until the day before the deadline of 15th October.</p> <p>a Regarding HDC consultation on the Council Tax Support Scheme, MB advised on the current scheme which would be extended, sharing costs between the police, WSCC and HDC. AF pointed out that the aim was to achieve a lower cost for HDC whilst still maintaining support for those most in need.</p> <p>b The Neighbourhood Warden's Report for September 2024 was noted and RH would post to the Website.</p>
9/461/24	<p>There were no TTROs to be discussed.</p>
10/461/24	<p>Blue print had requested comments or questions from HTNC re investigating the opportunity to form a town council covering the unparished area of the town.</p> <p>All members supported the need for a review and RH agreed to feedback to John Steele.</p>
11/461/24	<p>John Preston (treasurer) presented his financial report (with the attached being a corrected version due to a typing error relating to the CFC donation being noted in the original submission):</p>



	 <p>a There has been no progress on switching banks</p> <p>b The review and feedback of projects is shown in appendix B</p>	
12/461/24	<p>Members discussed the Autumn 2024 edition of the newsletter confirming that schedule was on track and MF would circulate a draft to members. Once approved, RH would forward to the printers on 14th October so that Martin Standen could undertake distribution during week of 21st October.</p> <p>As the quote for printing had increase (in part, due to the number of pages) members agreed that the annual budget for the newsletter should be increased to £800 per season. Thanks, were given by the Chair to MF for pulling together the newsletter and to Helen, the graphic designer.</p>	
13/461/24	<p>The planning applications shown in appendix A were discussed, with CB giving an overview and members agreed no further actions.</p>	
14/461/24	<p>Reports were given on the outside committee meetings attended by members as follows:</p> <p>a MW reported on the Horsham Warden’s Steering Group meeting which had taken place on Wednesday 18th September. The Minutes had previously been circulated. MW was able to discuss more fully the matter relating to the Mandarin House Chinese take-away due to other members not being able to attend.</p> <p>b OH summarised the report that had been discussed at the 4theYouth meeting held at Hurst Road on 7th October. RH would circulate the report to members. Olive advised that unfortunately Dan was unable to attend due to surgery the previous week and Nigel was unwell, so the meeting had been attended by Trudie and Olive, Paula and Kirsty. RH would send an email on behalf of HTNC thanking them for all their good work and advising how pleased HTNC were that 4theYouth had been awarded the necessary funding.</p> <p>c MF reported that he had attended the PC/NC climate action network meeting online on 8th October. He informed members of the thermal imaging camera that can look at buildings in Trafalgar to see if they are leaking heat. He also reported that Pulborough are building a Hub, that will in due course support biodiversity work.</p>	
15/461/24	<p>It was agreed that the following members would attend the forthcoming outside committee meeting:</p> <p>a North Horsham Parish Council - PET (Planning, Environment and Transport) – 28th November at 7.30pm – CB</p>	
16/461/24	<p>Any other business:</p> <p>a The unsightly new red dog poo bin that sits at the entrance to the Riverside Walk from Merryfield Drive had been discussed earlier in the meeting, and recorded here for continuity with the agenda. Members had been advised that HDC had requested a payment of £330 from HTNC if removal was required and installation of a new one desired. In siting</p>	



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	<p>the possible new tree on the triangle adjacent to the millennium bridge EC and MW would consider if this unsightly red bin could be hidden with woven hazel to make it less of an eyesore.</p> <p>b A TRO (Traffic Regulation Order) is being sought for putting up posts for the Speed Indicator. We already hold Public Liability Insurance because we need it for our Xmas lights by the Dog & Bacon.</p> <p>c Hedgehog boxes will be delivered this month to several sites.</p>
17/461/24	<p>The following dates and times of the future meeting were confirmed for HTNC meetings to be held at Trafalgar Road Baptist Church (TRBC) Trafalgar Rd, Horsham RH12 2QL with a 7.00pm start time:</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 at 9.00pm



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Appendix A - Planning Applications

Reference	Details	Actions
DC/24/1304	The erection of a single storey rear extension, conversion of loft into habitable living space, and alterations to fenestration at 17 Cedar Close Horsham West Sussex RH12 2BN	NFA.
DC/24/1400	The erection of a single storey rear extension and remodelling of existing roof extension at 36 Swindon Road Horsham West Sussex RH12 2HD	NFA.
DC/24/1315	The installation of an Air Conditioning Unit (Retrospective) at 103 Rushams Road Horsham West Sussex RH12 2NY	NFA.
DC/24/1469	The replacement of existing fence panel on the west side of the property boundary and a brick wall with sliding gate at 13 Nelson Road Horsham West Sussex RH12 2JE	NFA.
DC/24/1483	The erection of a single storey side extension with mono pitched roof and a single storey side and rear extension with flat roof at 32 Rushams Road Horsham West Sussex RH12 2NX	NFA.
DC/24/1304.	The erection of a single storey rear extension, conversion of loft into habitable living space, and alterations to fenestration at 17 Cedar Close Horsham West Sussex RH12 2BN	NFA.



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Appendix B – HTNC Projects – Progress/decisions made in October 2024 are shown in Green

<p>Projects in Progress:</p>	<ul style="list-style-type: none"> • SID - 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. • The submission for the 20mph TRO to West Sussex CC. Approval to the submission given along with a pledge of £1200 for signage and road markings. • CB will investigate siting of post whilst we await November decision. • CB had established contact George Foot and they met on site on 4th October. There were two sites identified for the SID to be sited. One on the junction of Merryfield Drive with Redford Avenue (by house number 58) with the device facing towards Warnham Road. The second could be sited on Rushams Road opposite existing device (just before the road bend) with the device facing Guildford Road. WSCC approval is awaited. • CB advised how the existing budget would need to be amended to cover the cost which would include: <ul style="list-style-type: none"> ○ 2xpoles and the installation of these amounting to £7-800 each. Planning permission (TTRO) is required and CB would speak with residents about plans. Once the poles are in place HTNC has 12-months in which to put up devices. ○ The cost of SID has increased by £100. The public liability insurance is already in place and paid annually. ○ Extra batteries will also need to be purchased but the cost of these would be spread over two years. Members approved all revised costs. • Hedgehog Nesting Houses – To promote awareness by providing our neighbourhood schools, playgroups, scout hut, churches, allotments, etc with hedgehog houses which could be made by Men's Shed Horsham during the summer in time for their placement this autumn/winter. Costs would amount to £20-£25 each, and JFP would liaise with MSH to ensure construction. Members approve this project and EC asked if the Hedgehog homes could include distribution to Shelley Allotments. The initiative would be promoted in the next edition of the newsletter. Members approved for public places and agreed to 10 at £20 each. JFP would take this forward. • Almost all boxes have been built. The area had been mapped and analysed with 12 potential public locations identified in consultation with David Bridges. The aim would be to get the boxes sited in the Autumn in the right places without overcrowding. Men in Sheds as a charity are grateful for the work commissioned as it helps with the aim of improving mental health for men, making the project mutually beneficial. • Members were shown a model of the hedgehog house that had been made by Men in Sheds and were asked to secure location homes for these at The Rec; The Common; Shelley's Allotments x 2; George Pinon Allotments x 2, Trafalgar and Greenway School, 2nd Horsham Scout Hut, Leggy Field Court on Redford Avenue and White Hart Court in order to give a triangulation of sites, before end of October. • Tree for Merryfied Drive – Ed Coulsdon offered to be the member/external to lead on this project. EC would liaise with ND and WSCC to enquire about
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	<p>a crab apple tree being planted. Members approved making the sum of £100 available for paving or plastic matting (whatever would be the most appropriate material) once the work had been commissioned through WSCC.</p> <ul style="list-style-type: none">• EC advised that now was the time to undertake the planting of the tree and would make the arrangements to source and plant. The triangle adjacent to the Millennium Bridge on the Riverside Walk was identified and EC advised that additional resources of stakes, binders and leaky water main would be needed. Members approved the proposal and were very happy for EC to proceed
Projects approved awaiting implementation:	<ul style="list-style-type: none">• Battery for third SID – dependent on progress with pole and installation.
New projects proposals for future discussion and approval:	<ul style="list-style-type: none">• Support the fundraising appeal for new nets at HT Cricket Club. Email from Treasurer confirms that cost will be approx. £7K and they would welcome small grants to make up the total. There was no confirmation on the offer of donation to support any fundraising opportunities. RH to request that HT CC keep in contact with us to advise of progress and potential funding support but to remove from project listing whilst waiting for the CC to respond.• Charitable donations to Men in Sheds which hosts 80 members from the various Horsham wards. Help is always needed for the purchasing of small items like screws and general overheads. A £35 membership fee paid by members but the aim of the charity is to help promote good mental health amongst men. HTNC would like to support the proposal but asked that a shopping list of items that they could support be submitted.